

**MOHAWK COLLEGE OF APPLIED ARTS AND TECHNOLOGY**

**BOARD OF GOVERNORS' MEETING**  
**(346<sup>th</sup> Meeting)**

**BOARD ROOM, C111B, FENNEL CAMPUS, MOHAWK COLLEGE**  
**Wednesday, September 11, 2002**

**ATTENDANCE**  
**OPEN PORTION**

**Board of Governors**

Tom Atterton, Chair  
Tom Behroozi  
Gary Beveridge  
Linda Brown  
Shawn Chamberlin  
Cal Haddad, President  
Trent Jarvis  
Bronko Jazvac  
Carolyn Johnson  
Rick Knowles  
April Nederlof  
Rick Sterne  
Cindy Swanson  
Kathy Verspagen

**Absent**

Rebecca Jamieson  
Dr. Peter Sutherland

**Observers**

Mike Bradford, Student (President, SAC)  
Mike Caruso, Student  
Greg Cormier, Chair, Mohawk College Council  
Fred Deys, Faculty (President, Local 240)  
John Guilfoyle, Administration (President, MCASA)  
Margaret Hart, Student (President, MCACES)  
Krysia Iwanek, Mohawk College Alumni Association

**Vice-Presidents/Deans/Directors**

**Louise Bockner, Dean, Applied Arts & Business**  
**Alan Clay, Director, Marketing & Public Relations**  
**Joanne Echlin, Director, Human Resources**  
**Shelagh Gill, Vice President, Academic**  
**Carolyn Gray, Vice President, Student and Community Services**  
**Linda Marshall, Corporate Services Officer**  
**Dick Raha, Vice President, Finance & Administration**  
**Jo-Anne Westerby, Director, Learning Resources**

**Guests**

**Suzanne Clancy, Vice President, Local 240**  
**Anna Gris, Local 240**

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**OPEN PORTION**

The Open Portion Board of Governors' meeting was called to order at 6:15 p.m.

**1. Minutes of the 345<sup>th</sup> Meeting**

It was moved by Carolyn Johnson and seconded by Shawn Chamberlin that the minutes of the 345<sup>th</sup> meeting be approved. Carried unanimously. **(MOTION 346.O.1)**

**2. Conflict of Interest Declaration**

The Chair asked that any Governor wishing to declare a conflict of interest with respect to any item on the agenda do so at this time. No conflict was declared.

**3. Business Arising from the Minutes**

**3.1 Election Procedures for Internal Members of the Board of Governors (Academic, Administrative, Support Staff)**

It was moved by Rick Sterne and seconded by Kathy Verspagen that the Election Procedures for Internal Members of the Board of Governors (Academic, Administrative, Support Staff) be approved. Carried unanimously. **(MOTION 346.O.3.1)**

**4. Chair's Remarks**

**4.1 Board Log**

Item 4 – The Chair stated that the Board evaluation tools would be used in the near future.

Item 5(a) & (b) – Completed

**4.2 2002 Annual ACAATO Board Chairs Planning Meeting, August 20 & 21, 2002**

Linda Brown and Tom Atterton attended the 2002 Annual ACAATO Board Chairs Planning Meeting on August 20 & 21, 2002.

The Minister of Training, Colleges and Universities, the Honourable Dianne Cunningham, met with the Chairs. Some of the topics discussed with the Minister were student retention and improved postsecondary transferability.

#### 4.3 Other Business

- The Chair welcomed April Nederlof, Student Governor, and Trent Jarvis, Support Staff Governor, to their first official meeting as new Governors.
- The Chair extended the Board's appreciation to Ken Krakar, Linda Rogers and Jim Koyanagi for their service on the Board.
- The Chair explained that Jim Koyanagi has resigned from the Board effective immediately.

It was moved by Tom Behroozi and seconded by Gary Beveridge that Jim Koyanagi's resignation from the Board be accepted with regret. Carried unanimously. **(MOTION 346.O.4.3)**

The Chair stated that the Board would consider publicly recognizing the contribution of past Board members possibly at Board meetings.

- The Chair thanked Linda Brown for her 17-month term as Board Chair.
- The Chair thanked Linda Marshall and the Tragic Events Committee for organizing the Peace Park Dedication held today at 12:30 p.m. The ceremony was thoughtfully planned and organized.
- The Chair commented on the challenges, opportunities and changes to come in the next year. The new College Charter is expected to be approved in January or February 2003, which will likely bring more flexibility with greater accountability for the colleges. The "X" Centre is due to be completed in 2003 and the applied degree programs are planned for start-up in 2003.

The Chair stated that he would like the Board to discuss Board matters in terms of our "Mission, Values, Vision and Strategic Directions".

- **Presidential Search**  
The Chair stated that, at the June 2002 Closed Portion Board meeting, it was decided to conduct an environmental scan. The results of the environmental scan will provide necessary information to the Presidential search process. The Chair will write a memorandum to all staff about the environmental scan and the Presidential search.

## 5. Board Committees' Reports

### 5.1 Mohawk College Council, June 10, 2002

It was moved by Cal Haddad and seconded by Tom Behroozi that the Mohawk College Council minutes of June 10, 2002 be accepted for information. Carried unanimously. **(MOTION 346.O.5.1)**

### 5.2 Program Review Committee, June 26, 2002

It was moved by Bronko Jazvac and seconded by Linda Brown that the Program Review Committee minutes of June 26, 2002 be accepted for information. Carried unanimously. **(MOTION 346.O.5.2)**

Bronko Jazvac stated that it was discussed at the Program Review Committee that Continuing Education programs do not compete with the full-time day programs and they are a source of revenue to the College.

### 5.3 Program Review Caucus, June 26, 2002

It was moved by Bronko Jazvac and seconded by Carolyn Johnson that the Program Review Caucus minutes of June 26, 2002 be accepted for information. Carried unanimously. **(MOTION 346.O.5.3)**

### 5.4 Labour Advisory Committee, June 13, 2002

It was moved by Tom Behroozi and seconded by Linda Brown that the Labour Advisory Committee minutes of June 13, 2002 be accepted for information with the removal of Wayne Lewchuk's name from the "regrets" list. Carried unanimously. **(MOTION 346.O.5.4)**

### 5.5 Governance Committee, August 27, 2002

It was moved by Rick Sterne and seconded by Carolyn Johnson that the Governance Committee minutes of August 27, 2002 be approved. Carried unanimously. **(MOTION 346.O.5.5.1)**

It was moved by Rick Sterne and seconded by Carolyn Johnson that the response to ACAATO on the College Charter Proposed Policy Framework Consultation: Governance & Accountability be approved subject to acceptance by MEC. Carried unanimously. **(MOTION 346.O.5.5.2)**

It was moved by Rick Sterne and seconded by Carolyn Johnson that the response to ACAATO on the draft Protocol for Board Nominations and Appointments for Colleges of Applied Arts and Technology of Ontario be approved. Carried unanimously. **(MOTION 346.O.5.5.3)**

It was moved by Rick Sterne and seconded by Carolyn Johnson that the recommendation to conduct an environmental scan of the College be approved. Carried unanimously. **(MOTION 346.O.5.5.4)**

Fred Deys commented that the faculty would be pleased to provide input to the environmental scan. He was pleased that the Chair intended to send out an all staff email on the status of the Presidential search.

## **6. President's Report**

### **6.1 Mohawk College Report**

It was moved by Cal Haddad and seconded by Trent Jarvis that the Mohawk College Report for September 2002 be accepted for information. Carried unanimously. **(MOTION 346.O.6.1)**

### **6.2 Applied Degrees – Policy and Procedures**

Shelagh Gill explained that the Applied Degrees Policy and Procedures is one of five policies and procedures for the pilot project phase of the applied degrees.

It was moved by Cal Haddad and seconded by Tom Behroozi that the Applied Degrees Policy and Procedures be accepted for information. Carried unanimously. **(MOTION 346.O.6.2)**

### **6.3 "X" Centre Status Report**

It was moved by Cal Haddad and seconded by Rick Knowles that the "X" Centre Status Report be accepted for information. Carried unanimously. **(MOTION 346.O.6.3)**

In response to Cal Haddad's question about how to improve the report, it was suggested that future "X" Centre status reports contain a critical path with milestones. It is important that the Board members have a shared understanding of the meaning of the milestones to be used in the report.

### **6.4 Health, Safety and Environmental Issues Report**

No issues to report.

## 6.5 Other Business

### 6.5.1 Enrollment Update

The President reported that first year enrollment figures for the college system are up by 10%. At Mohawk, the first year enrollment is 1.2% below the system average. The second year enrollment figures have hit the target and may be above the system average.

The first year enrollment figures for the Brantford Campus are approximately 800 (including international students).

### 6.5.2 Peace Park Dedication

The President thanked the Tragic Events Committee, Chaired by Rachel Matthews, for the well-organized Peace Park Dedication, which took place September 11, 2002 at 12:30 p.m.

### 6.5.3 College Differentiation

The President referred to the August 19, 2002 memorandum from the Honourable Dianne Cunningham, Minister of Training, Colleges and Universities, regarding College Differentiation. This matter will be discussed at future Board meetings.

### 6.5.4 College Calendars & Catalogues

The Board members received a package containing the new 2003-2004 Mohawk College post-secondary calendar and the first-ever 2003 Viewbook.

## 7. Student Association Report

It was moved by Carolyn Johnson and seconded by Linda Brown that the MSA (Mohawk Students' Association) Report, the SAC (Students' Athletics Committee) Report, the MCACES (Mohawk College Association of Continuing Education Students) Report and the MCAA (Mohawk College Alumni Association) Report be accepted for information. .  
Carried unanimously. **(MOTION 346.O.7)**

## 8. New Business Including Notices of Motions

### 8.1 Code of Ethical Conduct and Governors' Agreement

The Chair reminded Governors that the Code of Ethical Conduct and Governors' Agreement (approved at the May 2002 Board meeting) has been distributed to the Board for their signature. Governors will be asked to sign the Governors' agreement on appointment/election and reappointment to the Board.

**8.2 Fall Convocations**

The Board members were reminded that the Fall Convocations are scheduled for:

- Friday, October 4, 2002 at 7:30 p.m. – Faculty of Continuing Education and Business Development
- Saturday, October 5, 2002 at 10 a.m. – Faculty of Business and Applied Arts and the Faculty of Health Sciences and Human Services
- Saturday, October 5, 2002 at 2:30 p.m. – Faculty of Engineering Technology

**9. Confirmation of Date, Time and Place of Next Meeting**

The next meeting of the Mohawk College Board of Governors is scheduled for Wednesday, October 9, 2002 beginning at 6:00 p.m. in Room 201 of the Mohawk-McMaster Institute for Applied Health Sciences.

**10. Adjournment**

It was moved by Shawn Chamberlin and seconded by Kathy Verspagen that the Open Portion of the Board of Governors' meeting adjourn at 7:45 p.m. Carried unanimously. **(MOTION 346.O.10)**