

OPEN PORTION MINUTES

DATE OF MEETING: Wednesday, September 11, 2014

PLACE OF MEETING: Mohawk College
Fennel Campus
Bert Hares Board Room- i131
135 Fennell Ave
Hamilton, ON
1:00 p.m.

CHAIR: Doug Harrison

VICE CHAIR: Elaine Sinha

PRESIDENT: Ron McKerlie

MEMBERS PRESENT: Stephen Bauld
Donna Cripps
Gary Crowell
Domenic D'Ambrosio
Nancy Fram
Heather Giardine-Tuck
Doug Harrison
Trent Jarvis
Moe Mahmood
John Marinucci
Joe Parker
Rob Parker
Elaine Sinha
Glen Steeves
Don Wilford
Ron McKerlie

REGRETS: None

BOARD SECRETARY: vacant

OTHERS PRESENT: Paul Armstrong, Dean, Health Sciences & Community Studies
Bob Carrington, Interim Vice President Corporate Services
Piero Cherubini, Interim Vice President, Academic
Trish Loomis, Director, Office of the President
Dan McKerrall, Director, Academic Operations
Antoine Haroun, Chief Information Officer
Cindy Merifield, Administrative Assistant, President's Office
Karen Moore, Chief Financial Officer
Keith Monrose, Dean, International & Partnerships
Wayne Poirier, Vice President, Student Services
Karen Pashleigh, Chief Human Resources Officer
Trisha Simon, Executive Assistant, Board of Governors (Recorder)
Ron Taylor, Chief Real Estate Planning and Development Officer
Tony Thoma, Dean, Engineering Technology
Jim Vanderveken, Dean, Interdisciplinary Studies

Guests: None

1. CALL TO ORDER AND REMARKS BY THE CHAIR:

Chair Doug Harrison called the meeting to order at 1:19 p.m.

2. ADDITONS/ DELETIONS TO AGENDA:

No changes were made to the agenda.

3. CONFLICT OF INTEREST DECLARATIONS:

Domenic D'Ambrosio declared a conflict with item 9.1v.

4. BOARD CHAIR REMARKS:

The Chair welcomed President Ron McKerlie to his first Mohawk College Board of Governors' meeting, along with the two new Governors, Moe Mahmood, Student Governor who is in his 2nd year of Civil Engineering Technology Program, and Domenic D'Ambrosio, Administrative Representative who is the Director, Information Technology Infrastructure & Client Services at the College.

Some notable reports that were to be tabled at the Board meeting were the Employee Engagement Action Plan & Scorecard, Financial Performance Report, Student Success Co-Curricular Record Update, and the Code of Ethical Conduct and Governor's Agreement that was circulated and signed by each Governor at the meeting.

Doug reminded everyone of the Fall Board Retreat happening overnight on Thursday, October 9-10th at the Waterside Inn, in Port Credit.

Fall Convocation will be taking place on Friday October 17th. The Chair asked the members to contact Trisha Simon if they were interested in being a part of the Platform Party.

The Chair also reminded the Board of the Colleges Ontario Higher Education Summit happening November 23-24, 2014. He asked the members to contact Trisha if they would like to attend.

Doug then turned the floor over to Ron McKerlie for his remarks.

5. PRESIDENT'S REMARKS:

President Ron McKerlie went through what he has been busy doing over the past six weeks on the job. He visited all 3 campuses and has met many staff, students, Union reps, community partners, donors, alumni of distinction and media.

The President's Annual breakfast was held on August 27th where 550 staff, faculty retirees and committee partners attended. Highlights of the morning included a welcoming speech from Blair McKeil who also presented their last installment of their \$750, 000 pledge. At the breakfast Ron interviewed Stephan Khan and his brother Michael. Stephan is a recent graduate from our Community Integration through Co-operative Education (CICE) program.

Ron will be launching a President's Notebook blog. This will be used as a vehicle to keep faculty and staff informed about what is happening at our college and the work the President is doing to support and champion Mohawk. Ron also plans on attending field trips to meet and watch some of the students in action, and in select classes and labs.

Monthly breakfast roundtables have been planned for the President to host a small group of students, faculty and staff. The purpose of this forum is to generate worthwhile conversations on a number of important topics with a diverse group.

The President provided an update to the Board members on the recruitment of new Board of Governors, along with the VP Academic and VP Corporate Services search.



Reminders, on September 25th, the Annual President's Golf Classic is approaching, along with the President's Installation Ceremony happening on October 1st, and Convocation on October 17th.

Ron then thanked Bob Carrington, Piero Cherubini, Wayne Poirier, Trish Loomis and Cindy Merifield for their assistance and support over his first few weeks on the job.

6. PRESENTATIONS

None

7. CONSENT AGENDA:

- 7.1 Minutes of the April 9, 2014 Open Portion Board of Governors' Meeting
- 7.2 Mohawk Student Association Update.

It was moved by Doug Harrison, and seconded by Stephen Bauld that consent agenda items 7.1 and 7.2 be approved.

Carried (MOTION 436.O.7.1, 436.O.7.2)

8. DECISION ITEMS:

None

9. REPORTS FROM STANDING COMMITTEES:

- 9.1 Governance Committee, September 11, 2014
Consent Agenda:

It was moved by Doug Harrison, and seconded by Gary Crowell that the following consent item be approved:

9.1i) Employee Engagement Survey Action Plan & Scorecard: CS.14.09.227

Carried (MOTION 436.O.9.1.i)

- 9.1 Governance Committee, September 11, 2014
Decision Items:

9.1ii) 2014/15 Board of Governors Meeting Schedule *Revised*: GC.14.09.062

It was moved by Doug Harrison, and seconded by Moe Mahmood that the following decision item be approved:

THAT the Board of Governors approves the revised meeting schedule for the 2014-2015 Academic year as presented in the amended Report GC.14.09.062.

Carried (MOTION 436.O.9.1.ii)

9.1iii) Terms of Reference 2014-15- Governance Committee: GC.14.06.059

It was moved by Doug Harrison, and seconded by Rob Parker that the following decision item be approved:

THAT the Board of Governors approves the Governance Committee's Terms of Reference set out in Report GC.14.09.063: Terms of Reference 2014/15, having been reviewed by the Committee.

Carried (MOTION 436.O.9.1.iii)

9.1iv) Governance Committee 2014-15 Work Plan: GC.14.09.064

It was moved by Doug Harrison, and seconded by Elaine Sinha that the following decision item be approved:

THAT the Board of Governors approves Report GC.14.09.064: Governance Committee 2014-15 Work Plan.

Carried (MOTION 436.O.9.1.iv)

9.1v) Board of Governors Committee Appointment: GC.14.09.065

Domenic D'Ambrosio abstained from voting on this item.

It was moved by Doug Harrison, and seconded by Stephen Bauld that the following decision item be approved:

THAT the Governance Committee recommend to the Board of Governors the appointment of Domenic D'Ambrosio to the Program Development & Renewal Committee for the 2014-2015 Board Term.

Carried (MOTION 436.O.9.1.v)

9.2 Audit, Finance & Infrastructure Committee, September 11, 2014
Consent Agenda:

It was moved by Joe Parker, and seconded by Glen Steeves that the following consent agenda items be approved:

- i) VP Corporate Services Report CS.14.09.218
- ii) Infrastructure Report CS.14.09.219
- iii) Transfer of Parking Operations CS.14.09.220

Carried (MOTION 436.O.9.2.i-iii)

9.2 Audit, Finance & Infrastructure Committee, September 11, 2014
Decision Items:

It was moved by Joe Parker and seconded by Gary Crowell that the following decision item be approved:

- iv) AF&I Terms of Reference: CS.14.09.221

THAT the Board approve the Audit, Finance & Infrastructure Committee Terms of Reference as set out in Report CS.14.09.221.

Carried (MOTION 436.O.9.2.iv)

It was moved by Joe Parker, and seconded by Nancy Fram that the following decision item be approved:

- v) 2014-15 AF&I Work Plan: CS.14.09.222

THAT *the Board of Governors approve the 2014-15 Work Plan for the Audit, Finance & Infrastructure (AF&I) Committee as presented in Report CS.14.09.222*

Carried (MOTION 435.O.9.2.v)

It was moved by Joe Parker, and seconded by Rob Parker that the following decision item be approved:

- vi) 2014-15 Signing Officers: CS.14.09.223

THAT the Board of Governors approve the roster of Mohawk College Signing Officers effective September 11, 2014 as provided in Report CS.14.09.223

Carried (MOTION 436.O.9.2.vi)

It was moved by Joe Parker, and seconded by Glen Steeves that the following decision item be approved:

- vii) Internal Audit Charter: CS.14.09.224

THAT the Board of Governors approve the Internal Audit Charter attached as Appendix A to Report CS.14.09.224

The Chair of the Audit, Finance, and Infrastructure Committee noted that the Internal Auditor now reports to the AF&I Committee.

Carried (MOTION 436.O.9.2.vii)

It was moved by Joe Parker, and seconded by Glen Steeves that the following decision item be approved:

- viii) Internal Audit Report: CS.14.09.225

THAT the Board of Governors approve the management action plans and direct staff to implement the plans as identified in Appendix A to Report CS.14.09.225; and

THAT the Board of Governors receive for information Report CS.14.09.225: Internal Audit Report.

Carried (MOTION 436.O.9.2.viii)

9.3 Student Services Committee, September 11, 2014

Consent Agenda:

It was moved by Donna Cripps, and seconded by Gary Crowell that the following consent agenda items be approved:

- i) VP Student Services Dashboard Report: SS. 14.09.167
ii) Alumni Relations Quarterly Report: SS.09.163

- iii) Aboriginal Education Council Quarterly Report: SS.14.09.164
- iv) Enrolment Update Report: SS.14.09.168
- v) Student Success Co-Curricular Record Update: SS.14.09.169
- vi) Student Governance Report: SS.14.09.170

Carried (MOTION 436.O.9.3i-vi)

- 9.3 Student Services Committee, September 11, 2014
Decision Items:

It was moved by Donna Cripps, and seconded by Stephen Bauld that the following decision item be approved:

- vii) Student Services Committee Terms of Reference: SS.14.09.166

THAT The Board of Governors approve the Student Services Committee *Terms of Reference Report: SS.14.09.166*

Carried (MOTION 436.O.9.3.vii)

It was moved by Donna Cripps, and seconded by John Marinucci that the following decision item be approved:

- viii) Student Services Committee Work Plan: SS.14.09.165

THAT The Board of Governors approve the 2014-15 Student Services Committee Work Plan as outlined in Appendix: A of Report: SS.14.09.165.

Carried (MOTION 436.O.9.3.viii)

- 9.4 Program Development & Renewal Committee, September 11, 2014
Consent Agenda:

It was moved by Don Wilford and seconded by Heather Giardine-Tuck that the following consent agenda Items be approved:

- i) VPA Dashboard Report- Sept 2014: A.14.09.226
- ii) Ongoing Program Renewal: Program Update Report A.14.09.227
- iii) Ongoing Program Renewal: Program Review Status Report A.14.09.228

- iv) School Overview/Associate Dean Presentation Justice and Wellness Studies- Jo-Anne Proctor, Associate Dean: A.14.09.231
- v) Program Proposal: Power Protection & Control Program (Mohawk College Certificate): A.14.09.232

Carried (MOTION 436.O.9.4.i-v)

9.4 Program Development & Renewal Committee, September 11, 2014
Decision Item:

It was moved by Don Wilford and seconded by Stephen Bauld that the following decision item be approved:

- vi) Annual Review of Program and Renewal Committee Policies:
A.14.09.229
 - a) Program Development and Renewal Committee Terms of Reference
 - b) A03: Outcomes- Program Quality for Programs of Instruction
 - c) D03: Executive Limitations- Program Quality
 - d) D04: Executive Limitations- Program Advisory Committees

Carried (MOTION 436.O.9.4.vi)

It was moved by Don Wilford and seconded by Nancy Fram that the following decision item be approved:

- vii) Program Development and Renewal Work Plan : A.14.09.230

THAT the Board of Governors approves the *Program Development and Renewal Committee 2014/15 Work Plan* report
A.14.09.230

Carried (MOTION 436.O.9.4.vii)

10. INFORMATION ITEMS:

10.1 Code of Ethical Conduct & Governors Agreement: GC.14.09.065

Ron McKerlie introduced this item as part of the Board's Good Governance model, and encouraged all of the Board members to sign the agreement.



It was moved by Ron McKerlie and seconded by Stephen Bauld that the following item be approved:

THAT the Board of Governors receive the report GC.14.09.065: Governors' Agreement (part of B06 Governors' Code of Conduct) and the Board Policy B07: Conflict of Interest for information.

AND THAT the Chair be authorized to secure the signatures of Governors on the Agreement included in Attachment A.

Carried (MOTION 436.O.10.1)

11. UPCOMING MEETINGS /EVENTS

The next Board of Governors' Meeting will be held Wednesday, November 19th, 2014 at 1:30 p.m., Room i131, Fennell Campus, Mohawk College.

12. ADJOURNMENT/ MOTION TO GO IN CAMERA

It was moved by, Doug Harrison and seconded by Moe Mahmood to adjourn the open portion of the 436th meeting of the Board of Governors.
The meeting adjourned at 1:51 p.m.

Carried (MOTION 436.O.12)