



**BOARD OF GOVERNORS' MEETING  
446th MEETING  
September 7, 2016**

---

**OPEN PORTION MINUTES**

**DATE OF MEETING:** Wednesday, September 7, 2016

**PLACE OF MEETING:** Mohawk College- Fennell Campus  
Bert Hares Board Room, i131  
Hamilton, ON

**CHAIR:** Joe Parker

**VICE CHAIR:** Anna Ventresca

**PRESIDENT:** Ron McKerlie

**MEMBERS PRESENT:** Gary Crowell  
Mark Farrow  
Heather Giardine-Tuck  
Trent Jarvis  
Katrina McFadden  
Sheree Meredith  
Paul Pastirik  
Elizabeth Pietrantonio  
Steve Stipsits  
Anna Ventresca  
Ron McKerlie

**REGRETS:** Joe Parker  
Stephen Bauld  
Rebecca Bentham  
Sheri Longboat  
Raymond Simmons

**BOARD SECRETARY:** Tom Ferns, General Counsel and Corporate Secretary

**OTHERS PRESENT:** Paul Armstrong, Vice President, Academic  
Deborah Brown, Vice President, Corporate Services  
Laura Dobson, Chief Information Officer  
Trish Loomis, Director, Office of the President  
Wayne Poirier, Vice President, Student Services



Trisha K. Simon (Recorder)  
Kim Watkins, Chief Financial Officer

**Guests:** None

**1. CALL TO ORDER AND REMARKS BY THE CHAIR:**

Anna Ventresca chaired the Board meeting, in Joe Parker's absence. The meeting was called to order at 1:26 p.m.

**2. ADDITONS/ DELETIONS TO AGENDA:**

No changes were made to the agenda.

A motion to accept the agenda was moved by Gary Crowell, and seconded by Anna Ventresca.

**Carried**

**3. CONFLICT OF INTEREST DECLARATIONS:**

No conflicts were declared.

**4. BOARD CHAIR REMARKS:**

The Chair welcomed the Governors to the 446<sup>th</sup> Open Board of Governors meeting. The Chair welcomed the new Board members, Elizabeth Pietrantonio, College Staff Administrative Representative, and Steve Stipsits, appointed member to the Mohawk College Board.

The Chair highlighted some of the reports that would be discussed at the meeting, notably the Amendments to ByLaw No.1, Enterprise Risk Management Report, and a number of new program proposals through the Program Development and Renewal Committee.

The Chair updated the Board members on the discussion that was held during the Governance Committee meeting, requesting staff to bring to each Board meeting a high-level progress update on the Partnership & Innovation project.

**5. PRESIDENT'S REMARKS:**

The President welcomed the two new Governors to the College Board.

The President remarked on the success of Day one start-up. There were a record numbers of students in attendance.



The soft launch of the 50<sup>th</sup> Anniversary took place at the President's Breakfast on August 31<sup>st</sup>. In 2017 Mohawk will celebrate our 50<sup>th</sup> anniversary, along with Ontario's 24 colleges. There is a new report in the Board packages. Going forward, the President's Report will summarize a brief updates from the Office of the President. It replaced the former Vice President reports as part of the updated Board process.

Ron then showed a highlight video of the past few months' events around Mohawk College.

## **6. CONSENT AGENDA:**

	Item	Committee	Report #
6.1	Minutes of the June 9, 2016 Open Board Meeting	Board	Minutes
6.2	Governors Code of Ethical Conduct Report	Gov	GC.16.09.090
6.3	Enrolment Update Report	SAS	SS.16.09.222
6.4	Mohawk Students' Association Update	SAS	MSA
6.5	Program Development and Renewal Committee Policies	PDRC	A.16.09.305

The Consent Agenda business was approved by the Board.

**THAT** the June 9, 2016 Open Portion Board of Governors minutes be received and filed by the Board of Governors;

**AND THAT** Board of Governors approve report 6.2 Governors' Code of Ethical Conduct Report.

**AND THAT** Board of Governors approve report 6.3 Enrolment Update Report: SAS.16.09.222.

**AND THAT** Board of Governors approve report 6.4 Mohawk Students Association Update Report.

**AND THAT** Board of Governors approve report 6.5 Program Development and Renewal Committee Policies: A.16.06.305.

**Carried (MOTIONS 446.O.6.1, 446.O.6.2, 446.O.6.3, 446.O.6.4, 446.O.6.5)**

## **7. REPORTS FROM STANDING COMMITTEES:**

### **7.1 Governance Committee**

**Anna Ventresca**

Decision Items:

7.1i) Terms of Reference: Governance Committee: GC.16.09.087



It was moved by Trent Jarvis and seconded by Katrina McFadden:

**THAT** the Governance Committee's Terms of Reference set out in Report GC.16.09.087: Terms of Reference: Governance Committee, having been reviewed by the Governance Committee, be approved by the Board of Governors.

**AND THAT** the Board direct management to make any necessary amendments to Board Policy B09 (Committees) resulting from the approval of the Terms of Reference.

**Carried (MOTION 446.O.7.1.i)**

7.1ii) 2016-17 Governance Committee Work Plan: GC.16.09.091

It was moved by Heather Giardine-Tuck and seconded by Mark Farrow:

**THAT** the Board of Governors approves the 2016-2017 Governance Committee Work Plan.

**Carried (MOTION 446.O.7.1.ii)**

7.1iii) Purchasing Policy Review (Formerly B14: Procurement Directive): GC.16.09.088

It was moved by Paul Pastirik and seconded by Katrina McFadden:

**THAT** the Board of Governors the approval of the revisions to the Procurement Directive (B14) (renamed as the Purchasing Policy) attached as Appendix A.

**AND THAT** the Board direct staff to update the Board Governance Policy Manual to reflect these revisions.

**Carried (MOTION 446.O.7.1.iii)**

7.1ii) Amendments to ByLaw No. 1: GC.16.09.089

It was moved by Gary Crowell and seconded by Mark Farrow:

**THAT** the Board of Governors approves the amendments to the College's ByLaw No. 1 attached as Appendix A.

**AND THAT** the Board of Governors direct management to make any necessary amendments to Board Policy B09 (Committees) or Board Policy B03 (Elections of Board Officers) resulting from the approval of the amendment to ByLaw No 1.

**Carried (MOTION 446.O.7.1.ii)**



**7.2 Audit, Finance & Infrastructure Committee**

**Anna Ventresca**

Decision Items:

7.2 i) AF&I Terms of Reference: CS.16.09.305

It was moved by Anna Ventresca, and seconded by Elizabeth Pietrantonio:

**THAT** the Board of Governors approve the Audit, Finance & Infrastructure Committee Terms of Reference as set out in Report CS.16.09.305.

**AND THAT** the Board of Governors direct management to make any necessary amendments to Board Policy B09 (Committees) resulting from the approval of the Terms of Reference.

**Carried (MOTION 446.O.7.2.i)**

7.2 ii) 2016/17 AF&I Work Plan: CS.16.09.306

It was moved by Anna Ventresca, and seconded by Sheree Meredith:

**THAT** the Board of Governors approves the 2016/17 Work Plan for the Audit, Finance & Infrastructure (AF&I) Committee as presented in Report CS.16.09.306.

**Carried (MOTION 446.O.7.2.ii)**

7.2 iii) 2016/17 Signing Officers: CS.16.09.307

It was moved by Anna Ventresca, and seconded by Paul Pastirik:

**THAT** the Board of Governors approves the roster of Mohawk College Signing Officers effective September 7, 2016 as provided in Report CS.16.09.307.

**Carried (MOTION 446.O.7.2.iii)**

**7.3 Student & Alumni Services Committee**

**Gary Crowell**

Decision Items:

7.3 i) Student & Alumni Services Committee Terms of Reference: SS.16.09.220

It was moved by Gary Crowell, and seconded by Elizabeth Pietrantonio:

**THAT** the Board of Governors approve the Student & Alumni Services Committee Terms of Reference as outlined in Report SS.16.09.220.



**AND THAT** the Board direct management to make any necessary amendments to Board Policy B09 (Committees) resulting from the approval of the Terms of Reference.

**Carried (MOTION 446.O.7.3.i)**

7.3 ii) Student & Alumni Service Committee 2016-17 Work Plan: SS.16.09.221

It was moved by Gary Crowell, and seconded by Steve Stipsits:

**THAT** the Board of Governors approve the Student & Alumni Services Committee Work Plan as outlined in Report SS.16.09.221.

**Carried (MOTION 446.O.7.3.ii)**

**7.4 Program Development & Renewal Committee**

**Ron McKerlie**

Decision Items:

7.4 i) Program Development and Renewal Committee Annual Work Plan A.16.09.307

It was moved by Ron McKerlie, and seconded by Steve Stipsits:

**THAT** the Board of Governors approve the Program Development & Renewal Committee 2016/17 Work Plan as outlined in Report A.16.09.307.

**Carried (MOTION 446.O.7.4.i)**

7.4 ii) Program Development and Renewal Committee Terms of Reference A.16.09.308

It was moved by Ron McKerlie, and seconded by Mark Farrow:

**THAT** the Board of Governors approve the Program Development and Renewal Committee Terms of Reference

**AND THAT** the Board direct management to make any necessary amendments to Board Policy B09 (Committees) resulting from the approval of the Terms of Reference.

**Carried (MOTION 446.O.7.4ii)**

7.4 iii) New Program Proposal: Business Administration – Human Resources A.16.09.309

It was moved by Ron McKerlie, and seconded by Elizabeth Pietrantonio:

**THAT** the Board of Governors approve the new program proposal Business Administration – Human Resources, Ontario College Advanced Diploma (OCAD).



**Carried (MOTION 446.O.7.4iii)**

7.4 iv) New Program Proposal: Business Administration – Marketing A.16.09.310

It was moved by Ron McKerlie, and seconded by Elizabeth Pietrantonio:

**THAT** the Board of Governors approve the new program proposal Business Administration – Marketing, Ontario College Advanced Diploma (OCAD).

**Carried (MOTION 446.O.7.4iv)**

7.4 v) New Program Proposal: Business Administration – Accounting A.16.09.311

It was moved by Ron McKerlie, and seconded by Elizabeth Pietrantonio:

**THAT** the Board of Governors approve the new program proposal Business Administration – Accounting, Ontario College Advanced Diploma (OCAD).

**Carried (MOTION 446.O.7.4v)**

7.4 vi) New Program Proposal: Mechanical Engineering Technician: A.16.09.312

It was moved by Ron McKerlie, and seconded by Elizabeth Pietrantonio:

**THAT** the Board of Governors approve the new program proposal Mechanical Engineering Technician.

**Carried (MOTION 446.O.7.4vi)**

7.4 vii) New Program Proposal: Infant Child and Adolescent Mental Health A.16.09.313

It was moved by Ron McKerlie, and seconded by Elizabeth Pietrantonio:

**THAT** the Board of Governors approve the new program proposal Infant, Child, and Adolescent Mental Health – Mohawk College Certificate.

**Carried (MOTION 446.O.7.4vii)**

7.4 viii) New Program Proposal: Sharing Economy Business Management A.16.09.314

It was moved by Ron McKerlie, and seconded by Elizabeth Pietrantonio:



**THAT** the Board of Governors approve the new program proposal Sharing Economy Business Management Mohawk College Certificate.

**Carried (MOTION 446.O.7.4ii)**

7.4 ix) New Program Proposal: Brand Management A.16.09.315

It was moved by Ron McKerlie, and seconded by Elizabeth Pietrantonio:

**THAT** the Board of Governors approve the new program proposal Brand Management Mohawk College Certificate.

**Carried (MOTION 446.O.7.4ix)**

7.4 x) New Program Proposal: Mobile Food Services A.16.09.316

It was moved by Ron McKerlie, and seconded by Elizabeth Pietrantonio:

**THAT** the Board of Governors approve the new program proposal Mobile Food Services Management Mohawk College Certificate.

**Carried (MOTION 446.O.7.4x)**

7.4 xi) New Program Proposal: Sustainability Professional A.16.09.317

It was moved by Ron McKerlie, and seconded by Elizabeth Pietrantonio:

**THAT** the Board of Governors approve the new program proposal Sustainability Professional Mohawk College Certificate.

**Carried (MOTION 446.O.7.4xi)**

**8. UPCOMING MEETINGS /EVENTS**

October 11-12, 2016	Retreat (overnight)
November 9, 2016	Strategic Theme: Student Success (Stoney Creek Campus)
February 8, 2017	Strategic Theme: Community Leadership
April 12, 2017	Strategic Theme: Strong Foundations
May 10, 2017	Retreat
June 7, 2017	Strategic Theme: Graduate Success
June 7, 2017	Strategic Theme: Graduate Success

**9. ADJOURNMENT/ MOTION TO GO IN CAMERA**





It was moved by Heather Giardine-Tuck and seconded by Trent Jarvis to terminate the open portion of the 446<sup>th</sup> meeting of the Board of Governors. The open portion of the meeting was terminated at 2:17 p.m.

**Carried (MOTION 446.O.9)**