THE COLLEGE OF CHOICE – THE CHAMPION OF STUDENTS

1.1 On Friday, November 5, 2004 Mohawk College and McMaster University celebrated the official launch of the Collaborative Advanced Diploma - BSc Degree program in Medical Radiation Sciences. The first class of 123 students was accepted into the program this past September. The Honourable Minister Cordiano, Minister of Economic Development and Trade attended and spoke at the event. The Minister, with the platform party, toured the Medical Imaging Laboratory to meet with students and to officially place a plaque on the Digital Radiography equipment recently installed in the lab through the funding provided by the Ministry of Economic Development and Trade. [Submitted by Rosemary Knechtel, Executive Dean, Health Sciences and Human Services]

1.2 The 2nd year Recreation and Leisure Services Students were responsible for creating a Holiday Village of activity for children and families as part of the Holiday Village and Craft Show event on November 12th and 13th at Mohawk College. Hundreds of children enjoyed a variety of seasonal games, crafts and costumed characters. The students carried out the project as part of their credit in the Special Events course. [Submitted by Rosemary Knechtel, Executive Dean, Health Sciences and Human Services]

1.3 The Recreation and Leisure Services students participated at the second annual Bullying versus Basketball event that took place on October 25, 2004 at Copps Coliseum. Over 400 student volunteers from Mohawk College and McMaster University worked with over 15,000 students from grades six and seven. [Submitted by Rosemary Knechtel, Executive Dean, Health Sciences and Human Services]

1.4 On October 27, 2004, Pat Duxbury, Professor of Nursing, provided Health Sciences program information at the Hamilton Health Sciences "Health Research Under the Microscope Day" at Famous Players Silver City in Ancaster. Approximately 350 high school students attended, learning about health research and the careers it offers. [Submitted by Rosemary Knechtel, Executive Dean, Health Sciences and Human Services]

1.5 On October 26, 2004, four Diploma Practical Nursing students, under the guidance of Pat Duxbury, Professor of Nursing, participated in a Health and
Wellness Fair for the employees of the Hamilton Spectator, in celebration of Canada's Healthy Workplace Week. The students provided health awareness by conducting a Blood Pressure Screening Clinic as well as education in hand washing techniques. [Submitted by Rosemary Knechtel, Executive Dean, Health Sciences and Human Services]

1.6 The Mohawk College and Six Nations Polytechnic Practical Nursing with Aboriginal Communities Program Celebration was held on October 27, 2004 at the IAHS celebrating the official launch of the program. [Submitted by Rosemary Knechtel, Executive Dean, Health Sciences and Human Services]

1.7 Students from the Chemistry Club held a surprise retirement party for Tom Sutton, a professor in the Math Department. A signed poster, cake and balloons were all part of the festivities to honour Tom’s 33 year commitment to promoting the Chemistry club, the Chemistry Paper Night and the Student Chapter of the Canadian Society for Chemical Technology. [Submitted by the Math Team]

1.8 On October 27th, Gary Sawchuk, International Business Management Coordinator, along with Alyce Lyne, International Business Management Professor took the International Business Management class on a field trip to the offices of “Harte & Lyne Ltd”, a customs brokerage house. The class also visited a Canadian Customs and Sufferance Warehouse. The students learned about Canadian customs processes and procedures for exporting goods from Canada to around the world. [Submitted by Dale Schenk, Executive Dean, Faculty of Business]

1.9 On Wednesday, October 27th, Students from the Grand Erie District School Board and the Brant Haldimand Norfolk Catholic District School Board attended the Brantford Campus Red Carpet Day. Students received quality information from many services that the College has to offer as well as the full time programs at the Brantford Campus. Special thanks to Gordana Mihajlovic, Sara Colautti, Tanya Kavalman, Bob Balazs and Tracey Pawlik for organizing this informative event and for making sure the afternoon ran smoothly. [Submitted by Douglas Baker, Executive Dean, Brantford & Applied Arts]

1.10 A total of 101 students from 25 accredited Foundry Educational Foundation (FEF) schools attended this years College Industry Education Conference. The FEF provided Mohawk College student award winners courtesy transportation and
accommodation to the annual banquet, which was held at the Drake Hotel in Chicago, IL. Brad Bowman, Professor, Mechanical and Industrial Engineering Technology department attended this event and acknowledged that this is a tremendous recognition not only of the quality of our students but also of our Metalcasting Program. The award winners are: Jeff Herdman (Keith D. Mills Scholarship), Joe Checchia (Chester V. Nass Scholarship) and Richard Borger (John Deere Environmental Scholarship). [Submitted by Cheryl Jensen, Executive Dean, Faculty of Engineering Technology]

1.11 The Building & Construction Sciences Department is pleased to announce receipt of two new student awards from local industry. Leo Laviolette, representing the Hamilton & District Heavy Construction Association, presented a cheque for $1,000 for student awards in the new Construction Engineering Technician-Apprenticeship program. Gregg Hyde (Arch Ty Grad 1998), representing CH2M Hill presented a cheque for $1,000 for student awards in the Civil and Transportation Engineering Technology programs. [Submitted by Cheryl Jensen, Executive Dean, Faculty of Engineering Technology]

1.12 Planning is underway for the KPI Student Satisfaction Survey that is being held from January 31 – February 11, 2005. The "College Specific Questions" have been formulated and forwarded to the consultants in preparation for the survey. We are currently in a transitional period as the responsibility for the survey is being transferred from the Registrar's Division to Catherine Drea, Vice President, Strategic Planning, Staff Development and Quality. [Submitted by Carolyn Gray, Vice President, Student, Community and Economic Development]

1.13 The Varsity Women's Volleyball team won the silver medal at the Humber Cup Volleyball Tournament held in Toronto on November 5 and 6, 2004. Jaclyn Archer and Julie Orr were named Tournament All-Stars. [Submitted by Carolyn Gray, Vice President, Student, Community and Economic Development]

1.14 There are currently 294 riders on the Brantford/Hamilton Shuttle. [Submitted by Carolyn Gray, Vice President, Student, Community and Economic Development]

1.15 The fall varsity season concluded with Mohawk teams winning Ontario College Athletic Association (OCAA) bronze medals in Touch Football, Rugby, Men’s Soccer and Women’s Fastball. [Submitted by Carolyn Gray, Vice President, Student, Community and Economic Development]
1.16 Chartwells Dining Services has launched a new website (http://www.compass-canada.com/mohawk) featuring daily menus, locations, promotions and events, catering information and online orders (catering only). The website can be linked to from MoCoMotion. [Submitted by Carolyn Gray, Vice President, Student, Community and Economic Development]

1.17 Beginning in September 2005, Student Life will, with support from the Stoney Creek Campus, introduce a shuttle service between the Fennell and Stoney Creek Campus on a one year trial basis. [Submitted by Carolyn Gray, Vice President, Student, Community and Economic Development]
ACADEMIC EXCELLENCE AND INNOVATION

2.1 Members of the Learning Excellence Project team have successfully completed their basic WIDS (Worldwide Instructional Design System) training and are currently in the processes of proceeding with online training which will further enhance their ability to guide other faculty and staff in the use of WIDS. [Submitted by Catherine Drea, Vice President, Strategic Planning, Staff Development and Quality]

2.2 In coordination with an external consultant, the Project team has developed a program-mapping model that meets Mohawk’s specific needs. Executive Deans have observed the model at the conceptual level, and more detailed discussion has taken place with Chairs who have programs on the 2004-2005 mapping list. The team has successfully developed a unique system referred to as the “Translator” which will help interpret Mohawk specific course information into WIDS “language. To promote WIDS, a series of workshops in course design and WIDS has been developed and faculty from departments who have pilot projects related to learning excellence are the first participants. [Submitted by Catherine Drea, Vice President, Strategic Planning, Staff Development and Quality]

2.3 The Social Service Worker program will be the first program introduced for mapping in early December. An orientation meeting will be arranged for all faculty members in the program. [Submitted by Catherine Drea, Vice President, Strategic Planning, Staff Development and Quality]

2.4 In the fall of 2004, the Innovation & Research Presents series has offered several noon-hour sessions including, “Improving Student Assessment – Authentic Assessment”, Learning Technologies – Using Classroom Performance System (CPS) and TeamBoard”, and an update/open forum on the Learning Excellence Project. [Submitted by Catherine Drea, Vice President Strategic Planning, Staff Development and Quality]

2.5 Mohawk’s Centre for Innovation & Applied Research has expanded it’s offering of workshops for learning management systems users this semester. Introductory and advanced sessions for FirstClass, WebCT, and MoComotion Course Tools are scheduled. [Submitted by Catherine Drea, Vice President, Strategic Planning, Staff Development and Quality]
2.6 Mohawk College and Six Nations Polytechnic have worked in partnership to offer the Practical Nursing With Aboriginal Communities program. The first intake of 36 students was November 1, 2004. This unique educational opportunity will provide qualified practical nurses to meet health care needs in Aboriginal communities across Canada. Students attend classes and labs at Six Nations Polytechnic and the Mohawk- McMaster Institute for Applied Health Sciences. Clinical placements will be in a variety of settings including placements in health care facilities at Six Nations. [Submitted by Rosemary Knechtel, Executive Dean, Health Sciences and Human Services]

2.7 In support of Academic Excellence, John Kezys and Tom Sutton, professors in the Mathematics Department, attended the Field’s Math Educational Forum, which included representatives from colleges, universities and high schools. This meeting focused on providing clear and appropriate mathematics pathways from high school to college or university and successful pedagogies in the delivery of mathematics education. [Submitted by the Math Team]

2.8 In support of Academic Excellence and Innovation, Gary Helmer attended the 17th International Conference on Collegiate Mathematics (ICTCM) in New Orleans in October. This forward looking conference addressed many issues affected by the use of technology in the teaching and learning of college mathematics. Ranging from enhancing course delivery in the classroom, through distance learning to online assessment models and systems, the numerous sessions, workshops, contributed papers and speakers provided many innovative ideas to be explored. [Submitted by the Math Team]

2.9 Louise Bockner, Executive Dean International Education hosted a delegation from Xi’an Siyuan Vocational University, Peoples Republic of China. President MaryLynn West-Moynes welcomed President Zhou, Yanbo, Mr. Zhou, Shiheng, Director of Foreign Affairs and Mr. Feng, Weiping, Vice Chairman of School Board to Mohawk College. The delegation toured the College and met with Executive Deans, Cheryl Jensen and Dale Schenk along with various Chairs, Co-ordinators and faculty members. Their discussions centred around the Business Administration, Industrial Engineering Technology-Management and Computer Systems Technology - Network Engineering and Security Analyst Programs. [Submitted by Louise Bockner, Executive Dean, International Education]

2.10 Mohawk College completed the final phase of an institution-twinning program
with two institutions in India. Groundwork has been laid to facilitate students with credentials from India transferring with advanced standing into a few of our technology programs. Twenty-one students were recruited and are in the process of filing for visas to study in Canada. [Submitted by Louise Bockner, Executive Dean, International Education]

2.11 Leo Barsony, Co-ordinator, International Education met with representatives from China, Korea and India, all who wished to gain more knowledge about the College’s academic programs with the intent of sending students from their counties to Mohawk College. [Submitted by Louise Bockner, Executive Dean, International Education]

2.12 Leo Barsony, Co-ordinator, International Education, represented Mohawk College at the Ontario International Education Committee meeting in Toronto and attended the Canadian Bureau for International Education annual general meeting in Ottawa. [Submitted by Louise Bockner, Executive Dean, International Education]

2.13 At the open house of the Hamilton Training Advisory Board on September 29, Jim Jones was presented with a certificate of appreciation for his contribution to the "Immigrant and Refugee Employment Services Committee". This is a subcommittee of the Training Board and Jim Jones has been Chair since its inception. [Submitted by Douglas Baker, Executive Dean, Brantford & Applied Arts]

2.14 The Faculty of Engineering Technology division has been awarded a contract from the Ministry of Training Colleges and Universities to lead a curriculum mapping project that will integrate the Millwright Apprenticeship curriculum with the 2-year Manufacturing Engineering Technician post secondary program standards. [Submitted by Cheryl Jensen, Executive Dean, Faculty of Engineering Technology]

2.15 Corinne Ethier, Chair, Computer Science and Information Technology department attended the inaugural meeting of the Information Technology Human Resource Forum held at MicroSoft Headquarters in Mississauga, Ontario on November 15 and 16th. During the two days, employers and educators met to discuss the current climate in the IT industry and how it relates to the decline in interest in computer careers. An affinity group was formed from the Directors of IT across the country and plans to meet regularly to be an advocacy group with a voice to both industry and government. [Submitted by Cheryl Jensen, Executive Dean, Faculty of Engineering Technology]
2.16 Work continues on the new web portal myhamilton.ca for an implementation date of Spring 2005. As partner in this exciting venture, Mohawk College has brought three members to the various teams: Ron Holgerson, Executive Director, Marketing and Communications, Ali Cheaib, Professor, Computer Science and Information Technology and Corinne Ethier, Chair of Computer Science and Information Technology. Each Mohawk member is bringing their own expertise to the project to ensure the success of this excellent community tool. [Submitted by Cheryl Jensen, Executive Dean, Faculty of Engineering Technology]

2.17 The Faculty of Engineering Technology was well-represented at Careerapalooza on Thursday, November 4, 2004 held at the Hamilton Convention Centre. Program displays from Computer Sciences, Building & Construction Sciences, Mechanical, Electrical, Biotechnology, Chemical and Environmental were visited by hundreds of senior elementary and junior secondary school students and teachers. This event was a great opportunity to showcase our programs and interact with potential students. [Submitted by Cheryl Jensen, Executive Dean, Faculty of Engineering Technology]

2.18 In celebration of National Technology Week, which took place November 1st through 7th, 2004, and in conjunction with Hamilton Celebrates Canada Career Week, Mohawk College was proud to present its “Engineering Technology Showcase.” Hosted by the Faculty of Engineering Technology, Mohawk College and its industry partners united to demonstrate innovative technological equipment and processes on Friday, November 5, 2004. Acting Executive Dean of Engineering Technology, Chris Blackwood remarks, “We see this as an opportunity to demonstrate the latest technologies we presently teach at Mohawk College and some new technologies we are planning to incorporate into our programs in the future.” [Submitted by Cheryl Jensen, Executive Dean, Faculty of Engineering Technology]

2.19 November 5th was also Mohawk College’s Red Carpet Day, when students from area high schools visited Mohawk College to learn more about our exciting programs. In the Engineering Division, we have programs in Computer Science, Building and Construction, Electrotechnology, Mechanical and Industrial, Chemical and Environmental, Motive Power and Apprenticeship. We also highlighted our Applied Degree in Process Automation and our new Biotechnology Technician program. A big thank you to all faculty, staff and students who participated in these exciting events! [Submitted by Cheryl Jensen, Executive Dean, Faculty of Engineering Technology]
2.20 On November 12th, Bill Brimley, Chair, Chemical and Environmental Technology department and Mechanical and Industrial Engineering Technology department and Louie D’Orazio, Professor, Mechanical and Industrial Engineering Technology department met with representatives of Xi’an Siyuan Vocational University from China, and provided a tour of some of the Mechanical Labs. [Submitted by Cheryl Jensen, Executive Dean, Faculty of Engineering Technology]

2.21 The Pre-Technology Program will be launched again in January 2005 and totally revised for September 2005. We expect to retain more Engineering Technology students in this program and recruit more students for entry into Technology programs. [Submitted by Cheryl Jensen, Executive Dean, Faculty of Engineering Technology]

2.22 An alumnus from the very first class of Civil Engineering Technology paid a visit to his alma mater on Wednesday, November 17, 2004. Mr. B. Lynn Allison, CET (Civil Ty 1970) was in to review the Building and Construction Sciences’ materials and survey labs, in preparation for the construction of a new campus in Dartmouth, N.S. Mr. Allison is the Department Head, Civil and Building Technologies, at Nova Scotia Community College. [Submitted by Cheryl Jensen, Executive Dean, Faculty of Engineering Technology]

2.23 On Wednesday October 6, 2004, the Faculty of Continuing Education welcomed Mr. Ken Weber, author of the textbook: Special Education in Ontario Schools. He addressed an audience of two hundred participants, including Educational Assistants, Teachers, School Board Administrators and students in the Educational Assistant Program. Mr. Weber graciously donated his speaker fees to the local chapter of the Council for Exceptional Children. [Submitted by Carolyn Gray, Vice President, Student, Community and Economic Development]
3.1 Luba Raso, Professor in the BScN Program, was a conference leader for the Hospital Corporation of America’s Physician Leadership Retreat that was sponsored by Tulane University Health Sciences Centre September 17-20 and October 15-18, 2004. Professor Raso is one of three retreat leaders who include Dr. Terrance Deal, PhD who is an expert in organizational theory and behaviour, leadership, and power and spirit in organizations and Dr. John Minich, M.D., PhD who is director of the Hospital Corporation of America’s Physician Leadership Initiative. Professor Raso is cited as having "unique leadership skills and the ability to facilitate change and promote an environment of continuous quality improvement". [Submitted by Rosemary Knechtel, Executive Dean, Health Sciences and Human Services]

3.2 Susan Tkachuk, Professor Practical Nursing, Elene Witter, Professor Practical Nursing and Erika McMullen, Nurse Technologist, were recipients of the 2004 Ontario Volunteer Service Awards at a ceremony held on November 3 at Michaelango Banquet and Convention Centre. Dr. Marie Bountrogianni, Minister of Citizenship and Immigration, presented the awards to Erika McMullen for 15 years service with the Ancaster Horticultural Society, Elene Witter for 10 years of service to the Jamaica Foundation and Sue Tkachuk for 5 years of volunteer service to the Kidney Foundation of Canada - Hamilton Branch. These awards recognized their commitment and dedication as volunteers to service groups in our community. [Submitted by Rosemary Knechtel, Executive Dean, Health Sciences and Human Services]

3.3 Lori Koziol, Professor, Medical Imaging Technology – Ultrasound was nominated to represent Mohawk College Ultrasound programs on the Canadian Association of Registered Diagnostic Ultrasound Professionals (CARDUP) National Education Committee at the meeting in Ottawa on Friday, November 26, 2004. [Submitted by Rosemary Knechtel, Executive Dean, Health Sciences and Human Services]

3.4 In support of organizational excellence, Tom Sutton and Gillian Leek, professors in the Math Department, attended a presentation by the National Quality Institute on “achieving organizational excellence through the strategic
The talk was sponsored by the local chapter of the ASQ. [Submitted by the Math Team]

3.5 To support the development of High Performance Teams, Doug Johnston and Gillian Leek, attended a workshop at McMaster University, on Web Based Support for Team Learning. This Team Learning Assistant was developed at Boston University and is supported by McGraw-Hill. [Submitted by the Math Team]

3.6 John Kezys, a professor in the Math Department and President of the Ontario Colleges Mathematics Association (OCMA), was part of a 12 member subcommittee that prepared the response to the Ministry on proposed changes to the Grades 9-12 mathematics pathways. [Submitted by the Math Team]

3.7 On Wednesday, November 24th, Executive Dean, Douglas Baker and the Brantford & Applied Arts Leadership Team, hosted a Campus Forum. Over fifty faculty and staff attended and several programs and service areas updated their colleagues as to what was happening in their respective areas. [Submitted by Douglas Baker, Executive Dean, Brantford & Applied Arts]

3.8 David Cash, Professor, Chemical and Environmental Technology Department attended the Science Teacher’s Association of Ontario (STAO) 2004 Conference held in Toronto on November 12, 2004. Sessions attended included: The Graininess of Everyday Thinking, Sustaining Quality Curriculum, Everywhere There’s Chemistry, Non-Intuitive Demos and Activities to Make Students Think and Science and the Paranormal. [Submitted by Cheryl Jensen, Executive Dean, Faculty of Engineering Technology]

3.9 Staff Development
The following workshops were held for Mohawk staff:
- Make Your Mortgage Tax Deductible, IAHS, November 8. Speaker: Steve Strzicko
- Low Carb Diet, Stoney Creek, November 16. Speaker: Shirley Yates
- Learning Gains in Teaching Small and Large Classes, Fennell, November 24. Speaker: Arshad Ahmad
- Team Learning Assistant, Fennell, November 24, Speaker: Patricia Wakefield
- Classroom Performance System (eInstruction), Fennell, November 24. Speaker: Charmain Sherlock
3.10 Forty-nine College Managers attended “Managing at Mohawk”, a two day workshop held November 1 and 2 at the Hamilton Chamber of Commerce. A variety of topics were offered, including legal responsibilities, performance management, workplace accommodation and crisis management. [Submitted by Joanne Echlin, Vice President, Staff Services.]

3.11 Domenic D’Ambrosio and Geoffrey White attended The Ontario Management Academy held at Kempenfelt Conference Centre, November 10-12. A total of 67 participants attended from 15 colleges. As a Planning Committee member, Cate Walker Hammond, Staff Development Officer, also attended. The subject of the keynote address was the Review of Post-Secondary Education by the Honourable Bob Rae. [Submitted by Joanne Echlin, Vice President, Staff Services.]

3.12 Staff Development was represented at the College Committee on Human Resources Development (CCHRD) Annual General Meeting on November 18-19. This meeting was held at Niagara College. [Submitted by Joanne Echlin, Vice President, Staff Services.]

3.13 Cate Walker Hammond attended the Western Region of College Planning Meeting on November 22 and 23. Plans were made for the College Educator Development Program for 2005. [Submitted by Joanne Echlin, Vice President, Staff Services.]

3.14 Computer Coach Program
During the month of November, 41 employees participated in one-on-one computer training sessions. Fourteen workshops were held at Fennell, Brantford and Stoney Creek Campuses with a total of 21 staff attending. [Submitted by Joanne Echlin, Vice President, Staff Services.]

3.15 Recruitment
The following new full-time employees were hired in November:

Support Staff
Konstantino Mathioudakis, Systems Analyst, Business Systems
Janet Hotston, Clerk General C, Community Economic Development, Brantford
[Submitted by Joanne Echlin, Vice President, Staff Services.]
3.16 Banner
The HR-Banner Team is presently working on Phase II. [Submitted by Joanne Echlin, Vice President, Staff Services.]

3.17 Canada Savings Bond participation via payroll deduction is 170 employees and a total of approx $514K. The amount has increased 1% and the number of participants has increased by 2 over the previous year. [Submitted by Dick Raha, Vice President, Finance & Administration]

3.18 Payroll Services staff attended a one-day training session with ADP on the new Pay Specialist software regarding T4 preparation, reconciliation and production. [Submitted by Dick Raha, Vice President, Finance & Administration]

3.19 Karen Moore and Joanne Lack attended the two-day leadership/management seminar offered by Staff Services. [Submitted by Dick Raha, Vice President, Finance & Administration]

3.20 Karen Lavell, Manager of Student Life, attended the National Orientation Directors' Association (NODA) Annual Conference from October 29 – November 1, 2004. [Submitted by Carolyn Gray, Vice President, Student, Community and Economic Development]

3.21 Laurie Cahill, Manager of Athletics and Recreation, attended the 2004 Athletic Business Conference from November 10 – November 13, 2004. [Submitted by Carolyn Gray, Vice President, Student, Community and Economic Development]

3.22 Michelle Harkness, Director of Student Life and Ancillary Services; Karen Lavell, Manager of Student Life; Wendy Makey, Student Life Assistant and Michelle Clayton, a student in the Human Resources Management program attended the Coordinating Committee on Student Success (CCSS) Professional Development and Networking Day held at Humber College on November 17, 2004. [Submitted by Carolyn Gray, Vice President, Student, Community and Economic Development]

3.23 Kathy Hayes, Registrar, facilitated a Banner Presentation to introduce new processes for winter 2005 registration with the assistance of Ray Tibando, Activation Consulting Services Inc./Banner Team and Kristen Bolsted/Banner Student Team during common hour on November 24, 2004 to faculty and staff.
ECONOMIC GROWTH AND PROSPERITY

4.1 The 2004 Mohawk College Summer Camp generated $14,000 in profit. Planning for the 2005 Summer Camp is underway. Registration begins February 1, 2005. [Submitted by Carolyn Gray, Vice President, Student, Community and Economic Development]

4.2 The Annual Holiday Village and Craft Show generated over $7,000 in revenue. Attendance doubled last year’s numbers with the addition of the Holiday Village. The event is organized by Ancillary Services and was sponsored by the Hamilton Spectator, Fortinos and The Barn. [Submitted by Carolyn Gray, Vice President, Student, Community and Economic Development]

4.3 As part of a revenue generation initiative, Ancillary Services is organizing “The Power of Dance”, a one-day workshop on January 22, 2005. The workshop will feature adjudicators, demonstrators, guest appearances, vendors, fun competitions and prizes. [Submitted by Carolyn Gray, Vice President, Student, Community and Economic Development]

4.4 Out of the 22 Colleges participating in OntarioLearn, twelve colleges are offering Mohawk’s Prep Biology, Global Positioning Systems Certificate, Statistics, Preparatory Physics and Getting Organized for Small Business courses. In addition to those courses, eleven colleges are offering Mohawk’s Researching and Reporting, Prep Chemistry and Beginning Novel Writing courses. Outreach marketing for OntarioLearn has been done at the Health Sciences Fair and the Red Carpet Day in both Brantford and Hamilton. [Submitted by Carolyn Gray, Vice President, Student, Community and Economic Development]

4.5 For the fall semester, 444 students are enrolled in either the Library Technician or Records Management courses. This Fall’s Continuing Education registration figure is a 5.2% increase over Fall 2003 and represents the highest ever enrolment in these courses. Over the last four years, registration in these courses has increased by 129%. [Submitted by Carolyn Gray, Vice President, Student, Community and Economic Development]
CAMPUS RENEWAL AND EXPANSION

5.1 Facilitated by Heide Bell, Manager, Administrative Services, Faculty of Health Sciences and Human Services, the Health Science Corporation donated approximately $100,000 worth of hospital/lab equipment towards the establishment of a Learning Skills Lab at the Six Nations Polytech. This new lab supports the Aboriginal Registered Practical Nursing Program. Equipment includes hospital beds, bedside tables, over-the-bed tables, IV poles, Medication Cart, Patient Chart Cart, etc. [Submitted by Rosemary Knechtel, Executive Dean, Health Sciences and Human Services]

5.2 Information Technology installed a new firewall (Fortigate) to protect the network from viruses entering the college through FTP (file transfer) and HTTP (web page data). The Fortigate will also run a VPN (Virtual Private Network), through which we will process Bookstore transactions. The Fortigate will work in conjunction with the Barracuda anti-spam appliances we installed last month to improve reliability, usability, security and performance on our e-mail system and college network. [Submitted by Dick Raha, Vice President, Finance & Administration]

5.3 A small cabling project was completed at Brantford; 20 new network drops were installed at Fennell, and we are currently installing 100 new network connections to replace the coaxial cable in J-Wing basement. [Submitted by Dick Raha, Vice President, Finance & Administration]
QUALITY FRAMEWORKS

6.1 Mohawk is currently offering the Practical Nursing with Aboriginal Communities program in partnership with Six Nations Polytechnic. This program is a significant first step in addressing the shortage of health care professionals in First Nations communities. The program was designed with the Six Nations of the Grand River with the intent to graduate uniquely qualified Practical Nurses. Rick Anderson, Assistant Registrar Brantford & Aboriginal Student Services and Douglas Baker, Executive Dean, Brantford & Applied Arts attended the opening ceremony on October 27th at the IAHS for Practical Nursing for Aboriginal Communities program.

[Submitted by Douglas Baker, Executive Dean, Brantford & Applied Arts]

6.2 The audit team of BDO Dunwoody began an audit of the College IT environment, in particular as it relates to Finance. The auditors will be assessing our network security, business continuity, policies and procedures, planning processes and other aspects of IT operations and governance.

[Submitted by Dick Raha, Vice President, Finance & Administration]

6.3 Online grade entry will be delivered through a new Millennium module, which was developed this month and will be ready for the entry of final fall grades.

[Submitted by Dick Raha, Vice President, Finance & Administration]

6.4 Student pictures are now available on class lists, which can be accessed through Millennium.

[Submitted by Dick Raha, Vice President, Finance & Administration]

6.5 The Millennium data warehouse has been moved to a separate computer to reduce the load on Banner.

[Submitted by Dick Raha, Vice President, Finance & Administration]

6.6 The I.T. Help Desk received 686 support calls during in November.

[Submitted by Dick Raha, Vice President, Finance & Administration]

6.7 The following financial reports were submitted to the Ministry in November:
Summer Jobs Service estimate report
Women’s Campus Safety report

[Submitted by Dick Raha, Vice President, Finance & Administration]
6.8  In November, BDO Dunwoody LLP, the College’s external auditors, performed interim audit tests on purchases, payables, cash receipts, receivables and payroll activities. A separate review of the internal controls of the Banner integrated administrative system has also commenced and the BDO Dunwoody audit team has started with the Finance and Information Technology areas.  
[Submitted by Dick Raha, Vice President, Finance & Administration]

6.9  The Purchasing Dept. prepared a “Request for Proposal” for a 1.5 million dollar contract and partnership with GE for digital radiography equipment at the IAHS. Diane Barrafato and group were very pleased to have Purchasing be a part of the process since they were originally going to hire an outside firm to put the RFP out.  
[Submitted by Dick Raha, Vice President, Finance & Administration]

6.10 The Purchasing Dept. also prepared a “Request for Proposal” for the procurement of an Architectural and Engineering Design Consultant for the Brantford Centre. The document was adopted and used by the Grand Valley Education Society.  
[Submitted by Dick Raha, Vice President, Finance & Administration]

6.11 Greg Cross, Theatre Technologist, and his staff provided support for the Steeltown Friends of Mohawk 5th Annual Gala Concert on October 25, 2004 in the McIntyre Theatre. Proceeds from the concert are donated to Mohawk College’s Music Department.  
[Submitted by Carolyn Gray, Vice President, Student, Community and Economic Development]

6.12 Student Life with support from Chartwells Dining Services held its Annual Spaghetti Lunch on November 4, 2004. The event raised $1,390 in support of the United Way and the Mohawk College Food Share.  
[Submitted by Carolyn Gray, Vice President, Student, Community and Economic Development]

6.13 Mohawk hosted its Annual High School Boys Basketball Tournament on November 19 and 20, 2004. The tournament featured public and catholic high schools from Hamilton and Burlington.  
[Submitted by Carolyn Gray, Vice President, Student, Community and Economic Development]

6.14 A Blood Donor Clinic was held on December 1, 2004 in the Fennell Campus Gym.  
[Submitted by Carolyn Gray, Vice President, Student, Community and Economic Development]
6.15 The Registrar’s Division has prepared a comprehensive Reference Guide for Faculty and Staff outlining processes in the Division. A copy of the guide is available to the Chair of each department and will be distributed to all staff in the Registrar’s Division. In addition, the guide is available on the web. [Submitted by Carolyn Gray, Vice President, Student, Community and Economic Development]

6.16 Registrar’s Division staff attended a two-part retreat on November 3rd and November 16th, 2004 to prepare for winter 2005 registration. The focus of this retreat was to communicate updated information, relay improvements and new processes for winter 2005 registration and allow staff the opportunity to give feedback/input. [Submitted by Carolyn Gray, Vice President, Student, Community and Economic Development]