



**DURHAM COLLEGE OF APPLIED ARTS AND TECHNOLOGY
BOARD OF GOVERNORS
PUBLIC MINUTES**

Date of Meeting: Wednesday, January 11, 2012

Location: Community Room
Gordon Willey Building, A144

Members Present: Darrell Sewell, Chair
Ron Chatterton
Garry Cubitt
Kevin Dougherty
Zach Eastman
Carlee Fraser
President Lovisa
Doug McKay
Michael Newell
Mary Simpson
Judith Spring
Pierre Tremblay
Franklin Wu, Vice Chair

Absent: Rhonda Christian
Thomas Coughlan
Jackie Simkin

Secretary: Leigh Doughty

Senior Staff: Nevzat Gurmen
Ken Robb
Judy Robinson
Margaret Greenley
David Chambers
Tony Doyle
Karen Graham
Ralph Aprile

2. INTRODUCTION OF GUESTS

Donna McFarlane, Vice-President of External Communications and Marketing, introduced Virginia Harwood; Faculty, School of Justice and Emergency Services; Debbie McKee-Demczyk; Director, Office of Research Services and Innovation; Emily Clark and Kyla Morgan, The Chronicle; Nicole Zwiers, Faculty Union Representative; Kristen Callais, Metroland Newspaper; Vidal Chavannes, Manager, Program Development and Quality Initiatives; Ross Stevenson, professor, School of Science and Engineering Technology; Sue Todd, Dean, School of Science and Engineering Technology; Susan Sproul, Dean, School of Health & Community Services; Lesley Wagner, professor, School of Justice; and Peter Williams, Chair, UOIT Board of Governors.

3. ADDITIONS/DELETIONS TO THE AGENDA

None noted.

4. CONFLICT OF INTEREST DECLARATIONS

None noted.

5. PRESENTATIONS

5.1. Presentation - "A Snapshot of Teaching and Learning"

Virginia Harwood; award winning faculty member of the School of Justice and Emergency Services made a presentation entitled "A Snapshot of Teaching and Learning".

Virginia highlighted a great student experience including engagement of students, experiential learning, collaboration, relevant programming, connection with faculty, role playing in the classroom, quality feedback from faculty and peers, and living labs. The students from the conflict resolution program are now developing a services training program for our resident advisors to train them in mediation.

Our students are receiving networking and professional development opportunities very early in their career. We are connecting our students with community opportunities, students are assisting at the Durham Community Legal Clinic to offer mediation services. Four graduates from 2011 have developed a community mediation program and they are returning to the campus to provide free assistance.

Our programs are unique, and we have a supportive environment with many opportunities to grow together with substantial field placement and a high graduate hiring rate. The programs are accredited by the Institute of Law Clerks of Ontario (ILCO) and the Alternative Dispute Resolution Institute of Ontario (ADRIO).

Virginia left the meeting at 6:20 p.m.

5.2. Presentation- Research - Our Students, Faculty And Small-Medium Enterprises

Debbie McKee-Demczyk; Director, Office of Research Services and Innovation provided a multi-media presentation featuring our students, faculty and small-medium enterprises.

We focus on research excellence, helping businesses in the community to become more competitive in the global economy by engaging college applied research expertise to advise the development of their products and services.

Our stakeholders are business and industry, students and faculty and we offer technical and business solutions. Funding sources Include: CONII, FedDev, NSERC and Ontario Centres of Excellence. We have had great success with funding from these sources and many excellent projects. Our business plan targets were exceeded this year and we have established a research ethics board and research ethics appeal board in 2011.

We undertook a biomedical knowledge portal project in 2011 and it received significant funding from the Ministry of Finance and has the potential to assist hospitals across the province. The incubator project from 2010 is now ready and open for business. We also received good news that the FedDev ARC program has received an extension for another year. Our first strategic research plan was developed this year with all schools reflected in the plan.

Board members asked about students working directly in a research project. Staff advised that students often secure employment with the company they have worked with on the project and the research experience is an excellent addition to their resume. Board members asked about the number of projects turned down by the research department. Staff advised we have accepted 16 of 72 applications for projects.

President Lovisa highlighted the success the research department enjoyed during the past year and that the growth opportunities for research are excellent for Durham College and the community.

Debbie left the meeting at 7:21 p.m.

5.3. Presentation - Whitby Phase 3 Project Update

Ralph Aprile, AVP, Facilities and Ancillary Services provided an update on the Whitby Phase 3 capital expansion project which includes a new Centre for Food.

Ralph provided an overview of the layout of the building including full service public restaurant, production kitchens, hot lab, bake lab, individual work stations, wine tasting lab, demonstration kitchen, lecture rooms, change rooms, multipurpose breakout/reception rooms, oversized hospitality/hotel room, and retail space for purchase of food products.

The use of the materials in the proposed building will complement the current Leeds certified building on campus and we will incorporate a multitude of green and sustainable features as well. The full scheme of the DC Centre for Food includes gardens, herbs gardens, fruit trees, vegetables and new opportunities to introduce programs from these features such as horticulture and unique "field to fork" initiatives.

President Lovisa clarified that we will follow the Leeds standards for construction but will not request certification due to the cost to hire extra consultants for the inspection and approval process. We will follow green certification standards established within the food industry for this building.

We have received site plan approval from the Town of Whitby and are in the process of acquiring the building permit. If the weather holds may be able to construct the foundation this winter.

Moved by Governor McKay Seconded by Governor Simpson

That the Whitby Phase 3 capital expansion presentation be received for information.

CARRIED

6. CONSENT AGENDA

Moved by Governor Spring Seconded by Governor Tremblay

That items 7.1, 11.2.2, 12.0, 14.1, 14.2 and 14.3 be approved as part of the consent agenda.

CARRIED

7. APPROVAL OF PREVIOUS MINUTES

Moved by Governor Spring Seconded by Governor Tremblay

That the minutes of the regular public meeting of the Durham College Board of Governors, held November 9, 2011 be approved.”

CARRIED

8. ACTIONS ARISING FROM PREVIOUS MINUTES

None noted.

9. CHAIR`S REPORT

The Chair highlighted the recent Board Chair/Vice-Chair session held at the Colleges Ontario Conference in November 2011. He is pleased with our approach to Board policy and confident in our practices. At the session Fleming College made a presentation regarding the generative mode of Board discussion. We have a history of executing on our fiduciary and strategic board initiatives and would like to provide the opportunity for generative discussion at our Board meetings by selecting topics important to the College, such as aboriginal issues related to enrolment and retention; mental health issues amongst students; social media; the Miner report "People without Jobs, Jobs without People; and any other issue that the college may wish to bring forward. We will proceed with generative discussion at the February meeting.

10. PRESIDENT`S REPORT

The Board extended congratulations to the organizers of the annual campus-wide Holiday Food Drive. On December 18 more than 160 students, staff and faculty members gathered to sort, pack and deliver holiday hampers to those in need across Durham Region.

The report was received for information.

11. COMMITTEE REPORTS

11.2.1. Executive Committee Report 3 of November 23, 2011

Moved by Governor Cubitt

Seconded by Governor Fraser

That the Executive Committee Report #3 of November 23, 2011 be approved.

CARRIED

12. ADVISORY REPORTS - Program Advisory Committee Minutes

Moved by Governor Spring

Seconded by Governor Tremblay

That the program advisory committee minutes be received.

CARRIED

13. NEW BUSINESS/REPORTS FOR ACTION

13.1. New Program Approval - Golf Facility Operations Management - Ontario College Diploma; and International Business Management - Ontario Graduate Certificate

Judy Robinson, VP, Academic presented a report seeking Approval of New Postsecondary Programs of Instruction: Golf Facility Operations Management – Ontario College Diploma; and International Business Management – Ontario College Graduate Certificate.

Board members had questions regarding the communications curriculum within the golf program. Staff advised that communications is a key component of the golf program. Board members asked about the professional golf management diploma. Staff advised we will reduce this program from a three year program to a two year program as there is more interest in a two year diploma. As well, there has been changes at the Canadian Golf Association and they no longer endorse educational requirements for the Canadian Professional Golfers Association (CPGA). Durham College will focus on the operation and management of golf facilities rather than on training for professional golfers.

Staff advised that the international business program is open to anyone with a degree or diploma and also provides the opportunity for those with a diploma to obtain a graduate certificate without enrolling at university. There is a growing demand for one year graduate certificates at the college level.

Board members asked about pathways in these programs from college to university and vice-versa. Staff confirmed there will be pathways to the business commerce degree.

Moved by Governor Tremblay

Seconded by Governor Simpson

That the Durham College Board of Governors approves the postsecondary programs of instruction for Golf Facility Operations Management and International Business Management.

CARRIED

13.2. New Program Approvals - Architectural Technician/Technology - Ontario College Diploma; and Occupational Therapist Assistant/Physiotherapist Assistant

Judy Robinson presented a report seeking new program approvals for Architectural Technician/Technology - Ontario College Diploma; and Occupational Therapist Assistant/Physiotherapist Assistant.

Board members asked about the capital expenditure for the program. Judy advised this is for construction of a new lab. We currently transport students to an offsite lab, this means we will have our own lab and can utilize it for other programs as well.

There are existing pathway agreements with UOIT for graduates once they have been licensed with their regulatory body they can move to the bachelor of applied health sciences. We have had preliminary discussions with UOIT regarding a pathway for architectural technology from the perspective of landscape architecture programs. It is a rigorous process and is in the early stages of consideration. These programs currently qualify for a bridge to the business commerce degree at UOIT.

Moved by Governor McKay

Seconded by Governor Spring

That the Durham College Board of Governors approves the postsecondary programs of instruction for Architectural Technician/Technology and Occupational Therapist Assistant/Physiotherapist Assistant.

CARRIED

13.3. Report to Suspend the Energy Audit Techniques Program

Judy Robinson, VP, Academic presented a report recommending that the Energy Audit Techniques Program be suspended.

Board members asked about exploring non-residential energy audits. Judy advised we will introduce a three year technology program for energy management and sustainable building technology which will focus on commercialized buildings.

Moved by Governor Cubitt

Seconded by Governor Chatterton

That the Board suspend the Energy Audit Techniques, Ontario College Certificate program due to low applicant demand and due to the decline in labour market demand.

CARRIED

14. OTHER BUSINESS

Sue Todd, Ross Stevenson, Susan Sproul and Debbie McKee-Demczyk left the meeting at 7:21 p.m.

14.1. Quarterly Departmental Review

Moved by Governor Spring

Seconded by Governor Tremblay

That the quarterly department review for student affairs be received.

CARRIED

14.2. Request for Proposal Process for Audit Services

Moved by Governor Spring

Seconded by Governor Tremblay

That the Durham College Board of Governors approves the process for the Request for Proposal “RFP” for external audit services for Durham College.

CARRIED

14.3. CAAT Supplementary Pension Plan

Moved by Governor Spring

Seconded by Governor Tremblay

Be it resolved that the Board of Governors approve the three CAAT Supplementary Pension Plan amendments, as recommended by the RCA Sponsors’ Committee: (i) Move to supermajority for approvals, (ii) Explicit limited rights of non-college employers and (iii) Adding clarity to the approval of changes to the Terms of Reference.

CARRIED

14.4. Ad Hoc Retreat Planning Committee (verbal report)

The Chair advised of the request to strike an annual ad hoc committee to plan the Board of Governors Retreat for the coming year and called for a motion.

Moved by Governor Spring Seconded by Kevin Dougherty

That an ad hoc retreat planning committee be struck to organize the 2012 retreat including the following members:

**Doug McKay
Judy Spring
Franklin Wu
Rhonda Christian**

CARRIED

15. COMMUNICATIONS

Nothing noted.

16. UPCOMING EVENTS

The February 8th Board meeting will be held at the special time of 4:00 p.m. in the Community Room, followed by the special program advisory committee chair's meeting at 6:30 p.m. in the campus dining room.

17. MOVE TO IN-CAMERA SESSION

Moved by Governor Newell Seconded by Governor Eastman

That the Durham College Board of Governors go into an in-camera session to discuss two items under the Freedom of Information and Protection of Privacy Act, Section 17(1) Third Party Information; two items under Durham College By-Law No. 1 (11-001) Section 22.3 (a) items of corporate business respecting human resources; and one item under the Freedom of Information and Protection of Privacy Act, Section 18(1) Information with Respect to Closed Meetings.

CARRIED

The public session recessed at 7:24 p.m.

The Board returned to public session at 8:51 p.m.

18. ADJOURNMENT

Moved by Governor Tremblay Seconded by Governor Fraser

That this meeting of the Board of Governors of Durham College adjourn at 8:52 p.m.

CARRIED



Darrell Sewell
Board Chair



Leigh Doughty
Board Secretary