

**DURHAM COLLEGE OF APPLIED ARTS AND TECHNOLOGY  
MINUTES OF THE 433<sup>RD</sup> REGULAR MEETING (PUBLIC SESSION)  
OF THE BOARD OF GOVERNORS  
JUNE 9, 2010**

Date: June 9, 2010  
Time: 6:00 p.m.

Place: Community Room  
Oshawa Campus

**IN ATTENDANCE**

GOVERNORS: Aileen Fletcher, Chair  
Ron Chatterton  
Garry Cubitt  
Kevin Dougherty  
Michael Newell  
Bill Robinson  
Darrell Sewell  
Mary E. Simpson  
Jackie Simkin  
Judy Spring  
Fred Upshaw  
Franklin Wu

REGRETS Rhonda Christian  
Emoke Kerestely  
Carlee Fraser  
Doug McKay

PRESIDENT: Don Lovisa

SECRETARY: Leigh Doughty

SENIOR STAFF: Nevzat Gurmen  
Judy Robinson  
Ken Robb  
Margaret Greenley  
Donna McFarlane  
David Chambers  
Tony Doyle  
Karen Graham

**CALL TO ORDER**

The meeting was called to order at 6:00 p.m.

**INTRODUCTION OF GUESTS**

Donna McFarlane, Vice-President of External Communications and Marketing, introduced Ken Babcock and Scott Dennis from Durham College Varsity; and Crystal Crimi, Educational Coordinator, Durham Metroland.

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**ADDITIONS/DELETIONS TO THE AGENDA**

None noted.

**CONFLICT OF INTEREST**

None noted.

**PRESENTATIONS**

**Durham College Varsity**

Ken Babcock and Scott Dennis made a presentation regarding Durham College Varsity activities during 2009 and 2010

The athletic centre allows for many opportunities for sports venues/facilities. It has been a successful year with many significant contributions from our coaches and athletes. Durham College attracts exceptional student athletes and is ranked number four in Ontario College out of thirty college organizations. The Durham College varsity website received over half a million hits this year. We have a branded Canadian College Athletics Association logo, designed by one of our Durham College students. Durham College will host the 2011 CCAA men's basketball national championship March 15 – 19, 2011. We just received news that we will receive the CCAA National Student Service Award. Ken and Scott presented a short video of the 2010 highlights of the year.

The Chair thanked Ken and Dennis for their presentation.

Ken and Scott left the meeting at 6:30 pm.

**APPROVAL OF PREVIOUS MEETINGS**

Moved by Governor Upshaw

Seconded by Governor Sewell

**“That the minutes of the 432<sup>nd</sup> regular meeting of the Durham College Board of Governors, held May 12, 2010, be approved.”**

**CARRIED**

**ACTION ARISING FROM PREVIOUS MINUTES**

None noted.

**CHAIR'S REPORT**

The Chair highlighted the recent ACCC in Niagara Falls indicating it was an excellent conference with many professional development opportunities. President Lovisa made a presentation about PQAPA at the conference which was well received. Leigh Doughy and Tony

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Doyle also made a presentation at the conference. John Draper, a former graduate of Durham College gave a phenomenal and inspiring keynote regarding accessibility.

**PRESIDENT'S REPORT**

President Lovisa's report for May 2010 was presented. The President highlighted our award winning students at the recent Ontario Skills competition, where we won two gold and two silver awards. The award winners and their professor then went on to present at the ACCC conference in Niagara Falls. The report was received for information.

**Annual Compliance Report**

Moved by Governor Simkin,

Seconded by Governor Newell

**That the report from the President confirming annual compliance with applicable Board policies be received.**

CARRIED

**COMMITTEE REPORTS**

Audit and Finance Committee Report #9 of June 1, 2010; Executive Committee Report #8 of May 31, 2010; and Governance Review Committee Report #4 of May 27, 2010, were presented to the Board by the respective Chair of each standing committee.

Governor Sewell highlighted several items from the Audit and Finance report including the audited financial statements and budget submission, as well as the proposed food services project. Governor Sewell requested permission to present a formal motion regarding the food services renovations, as it impacts the approved budget.

Moved by Governor Simkin

Seconded by Governor Simpson

**That the Board of Governors approve an additional capital budget of \$1,461K for fiscal year 2010-11 in order to carry out food service renovations.**

CARRIED

The Chair highlighted several items from the Executive Committee report including the annual survey results and expense reports.

Governor Cubitt highlighted items from the Governance Review Committee meeting of May 27, 2010. There was discussion regarding the confidentiality agreement and the challenges of the agreement particularly in relation to copopulous governors; further information will come forward at a future meeting. Governor Cubitt advised of changes to the CCAC external appointment process, of which we will hear more in September 2010. Governor Cubitt advised of the discussion surrounding the Integration Committee and asked for a formal motion.

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Moved by Governor Spring

Seconded by Governor Simpson

**That the Durham College Board of Governors direct that the Integration Committee be dissolved.**

CARRIED

Moved by Governor Cubitt

Seconded by Governor Simkin

**That Audit and Finance Committee Report #9 of June 1, 2010; Executive Committee Report #8 of May 31, 2010; and Governance Review Committee Report #4 of May 27, 2010, be approved.**

CARRIED

**CONTINUING BUSINESS**

**Recommended/Revised Durham College Board Policies**

Governor Cubitt recommended the revised policies to the Board on behalf of the Governance Review Committee. These amendments reflect the new changes to the strategic plan.

Moved by Governor Cubitt

Seconded by Governor Robinson

**“That the following Board of Governors policies be approved:**

- a) Outcomes – Mission, Vision and Values**
- b) Outcomes – Priorities for Action**

CARRIED

**Implementation of the Program Health Matrix**

President Lovisa and Judy Robinson provided an update to the Board on the implementation of the new program health matrix. This is a new tool introduced in spring 2010. Program health matrices were updated in March 2010 and distributed to the schools in May 2010. A template was provided for information, including sections for feedback include quality and growth. An overview of the program quality progress report was provided to the Board. The program team is asked to make a program report based on their annual curriculum review. Program quality reports will come forward to the Deans on June 18, 2010. Governor Spring commented that the new matrix is one example of the results of increased research resources at the College. Governor Dougherty commented that the information in this new tool allows us to further detail the true issues of KPI comments. The report was received for information.

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**NEW BUSINESS**

**Annual Report and Multi-Year Accountability Agreement**

President Lovisa presented the draft annual report together with the Multi-Year Accountability Agreement Report to the Board for approval. Once approved, the report will go to final publication. We have achieved the majority of targets of our business plan for the year. The report celebrates our success and mirrors our strategic plan “our students, our people, our business, our community”, while highlighting our strategic framework together with key goals and community outreach events at Durham College.

The Durham College Multi-Year Action Plan 2006-2009, submitted in 2006 to MTCU, committed the College to specific multi-year strategies, performance indicators and results relating to the goals of the access, quality and accountability, as articulated in the ministry’s “Reaching Higher Plan”. As an accountability measure, colleges are required to submit a Multi-Year Accountability Agreement (MYAA) Report Back to MTCU on an annual basis. The Report Back measures the college’s achievement in meeting the commitments identified in the Multi-Year Action Plan 2006-2009. We have received word that MTCU has extended the deadline for this report to September 30, 2010.

Moved by Governor Wu

Seconded by Governor Spring

**That the Board of Governors approve the Durham College Annual Report and Multi-Year Accountability Agreement Report Back 2009-2010.**

CARRIED

**Audited Financial Statements**

Nevzat Gurmen, VP Finance and CFO presented the Durham College 2009-10 Audited Financial Statements. The audited financial statements were first reviewed and received by the Audit and Finance Committee on June 1, 2010 and are now recommended for approval by the Board. Once approved, the financial statement shall be filed with MTCU by the June 15, 2010 deadline and will be made available to the public.

Moved by Governor Sewell

Seconded by Governor Upshaw

**That the Board of Governors approve the 2009-10 Audited Financial Statements.**

CARRIED

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**College Annual Budget Submission to MTCU**

Nevzat Gurmen, VP Finance and CFO presented a request for approval from the Board for the Annual Budget submission to the Ministry of Training, Colleges and Universities. The College is required to submit the Annual Budget Template for the fiscal year 2010-11 to the Ministry on June 30, 2010. The document will include key assumptions, including projected enrolment and grants; capital and operating requirements; and projected surplus/deficit.

Moved by Governor Robinson

Seconded by Governor Cubitt

**That the Board approve the report on the 2010-11 College Annual Budget Submission and that formal notice be provided to the Ministry**

CARRIED

**OTHER BUSINESS**

**Program Advisory Committee**

The program advisory committee minutes were presented for information. Governor Robinson advised the issue of mathematics was discussed at the ACCC conference and most other colleges are experiencing the same issues. The four themes from the provincial mathematics report were highlighted by Governor Chatterton. Judy Robinson advised that we invite incoming students to attend our “summer warm up” mathematics programs in order to be prepared for curriculum math. We have also signed an agreement with the local school board to provide one of our professors to the local secondary schools to teach mathematics. It is important that the school systems be aligned to ensure the basics are taught at all schools.

Moved by Governor Newell

Seconded by Governor Chatterton

**That the Program Advisory Committee minutes be received as presented.**

CARRIED

**UPCOMING EVENTS**

A reminder was noted for the Campus Professional Development Day on Tuesday, June 15, 2010. The annual Hail and Farewell Event will take place Wednesday, June 16, 2010. Convocation is set for Friday, June 18, 2010. Communications staff will send out details for the Board.

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**BY-LAWS**

**Amendment to Durham College By-Law #3**

Moved by Governor Cubitt

Seconded by Governor Dougherty

**That the following by-law be read a first, second and third time:**

**BY-LAW NUMBER 09-02 BEING A BY-LAW TO AMEND DURHAM COLLEGE BY-LAW 3 A BY-LAW REGARDING THE ESTABLISHMENT OF A COLLEGE COUNCIL PURSUANT TO THE MINISTER'S POLICY DIRECTIVE REGARDING GOVERNANCE AND ACCOUNTABILITY MADE UNDER THE ONTARIO COLLEGES OF APPLIED ARTS AND TECHNOLOGIES ACT, 2002 (THE "ACT"), SUBSECTION 2.0 AND 32.**

**and the said by-law, having been now read a third time and passed, that the Board Chair and Secretary be authorized to sign and seal the same.**

CARRIED

**MOVE TO IN-CAMERA SESSION**

Moved by Governor Robinson

Seconded by Governor Upshaw

**That the Durham College Board of Governors go into an in-camera session to discuss business respecting contractual matters; business protected under Section 17.1 Third Party Information; and Section 19 Solicitor-Client Privileged; per the Freedom of Information and Protection of Privacy Act (FIPPA).**

CARRIED

The public session recessed at 7:17 p.m.

The Board returned to public session at 8:55 p.m.

**ITEMS OUT OF CAMERA SESSION**

Nothing to report.

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**ADJOURNMENT**

Moved by Governor Dougherty

Seconded by Governor Simpson

**That this meeting of the Board of Governors of Durham College adjourn at  
8:55 p.m.**

CARRIED

Aileen Fletcher  
Chair of the Board

Leigh Doughty  
Board Secretary