

**DURHAM COLLEGE OF APPLIED ARTS AND TECHNOLOGY
MINUTES OF THE 426 REGULAR MEETING (PUBLIC SESSION)
OF THE BOARD OF GOVERNORS
NOVEMBER 11, 2009**

Date: November 11, 2009
Time: 6:00 p.m.

Place: Community Room
Oshawa Campus

IN ATTENDANCE

GOVERNORS: Aileen Fletcher, Chair
Bill Robinson, Vice-Chair
Ron Chatterton
Rhonda Christian
Kevin Dougherty
Emoke Kerestely
Michael Newell
Darrell Sewell
Jackie Simkin
Mary E. Simpson
Judy Spring
Fred Upshaw
Franklin Wu

REGRETS: Carlee Fraser
Garry Cubitt
Doug McKay

PRESIDENT: Don Lovisa

SECRETARY: Leigh Doughty

SENIOR STAFF: Margaret Greenley
Nevzat Gurmen
Donna McFarlane
Ken Robb
Judy Robinson

CALL TO ORDER

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

In recognition of Remembrance Day the Board observed the reading of In Flanders Fields, the Last Post and two minutes silence.

INTRODUCTION OF GUESTS

Ken Robb, Vice-President of Human Resources introduced guests Linda Franklin, Colleges Ontario; Stephanie Ball, Stephanie Ball, School of Justice, Durham College; Susan Todd, Associate Dean-Oshawa, School of Applied Sciences, Apprenticeship, Skilled Trades and Technology; Crystal Crimi, Metroland.

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ADDITIONS/DELETIONS TO THE AGENDA

None noted.

PRESENTATIONS

Linda Franklin, Colleges Ontario, provided an overview of the agency, their mandate and overall organizational structure. From a governance perspective, Linda advised recent discussions indicate the College Compensation and Appointments process of appointment of Board members to Ontario Colleges may undergo change. Linda remarked on the “Reaching Higher” report and upcoming revisions, indicating the provincial government has committed to retraining education as priorities during the current recession. There will be a significant role for post secondary institutions in the coming years due to perceived skill shortages. Linda provided an overview of the proposed vision statement and goals that were developed at the recent Colleges Ontario retreat. Major challenges identified were lack of funding, along with an anticipated need for increased retention and access to colleges; enrolment increases which result in capacity and funding challenges; tuition policy review; potential for part time unionization; implementation of Colleges of trades; and the green economy agenda.

Stephanie Ball, Dean, School of Justice and Emergency Services, highlighted the three sectors of law enforcement, legal studies and emergency services and the articulation opportunities that exist through our Durham College programs. We are now exploring bridging opportunities for these programs and have many unique partnerships and community initiatives.

David Chambers, Associate VP, Development provided an overview of the Durham College Foundation structure. The Foundation was created in 2001 through an official by-law of the College. The Foundation is made up of eleven members who serve for a one year term. David updated the Board on the financial situation of the Foundation, advising that during the past year there was a devaluation of \$1.2 million dollars, due to economic conditions; however, the Foundation has seen a \$1.5 million dollar recovery, with a total market value of \$8.1 million as of November 6, 2009. A public tendering process (RFP) was conducted during summer 2009 for investment services and a successful bid will be announced in the near future. The Foundation recognizes its role as a fundraising body and the “Building for our Future Campaign” is a sub committee of the foundation.

Ralph Aprile, vice-president of Facilities and Ancillary Services presented the “We Share the Air Campaign” for smoking control on campus. Our campus smoking policy prohibits smoking within 10 meters (30 feet) of an entrance/exit to any building or in all enclosed portions of the campus facilities except the C-Wing courtyard. The campaign will be rolled out for all sites on campus. This campaign is in response to enforcement issues, access to entryways and to address some small fires that have occurred on campus due to cigarette smoking. It is an evolutionary process. The chair thanked Ralph for this positive initiative on campus.

APPROVAL OF PREVIOUS MEETINGS

Moved by Governor Upshaw

Seconded by Governor Spring

“That the minutes of the 426th regular meeting of the Durham College Board of Governors, held September 9, 2009, be approved as amended.”

CARRIED

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ACTION ARISING FROM PREVIOUS MINUTES

None noted.

CHAIR'S REPORT

The Chair provided an update from the Council of Presidents (COP) Day at Queen's Park regarding the restructuring piece of the College Compensation and Appointments Council, indicating the creation of a new body to the CCAC. There was an opportunity for dialogue with the chairs of various college boards and much of the conversation surrounded the advocacy role of governors. The Board Chairs also attended Queens park in small groups to dialogue with the MPP's to discuss how colleges can be part of the economic recovery of the province. Our local MPP's were well versed on the needs and projects of Durham College. The Chair advised our journalism students were present at the event and represented the College proudly.

PRESIDENT'S REPORT

President Lovisa presented highlights of his report and provided an update on the recent strategic planning sessions, a continuance of sessions on campus to discuss our priorities for the next few years. Once concluded we will have networked with over 400 of our staff. A summary will be prepared by January 2010. After presentation to the Board we will dialogue with the community at large. President Lovisa also highlighted our Durham Lords varsity team. Our varsity program is excellent with a long history of sports accomplishments. President Lovisa expanded on his recent visit to Nova Scotia Community College to view a project they have that mirror our Whitby campus. Nova Scotia College produced \$20 million in applied research per year, through living walls and green roofs. We do share similar interests and goals, though Durham College is doing some things Nova Scotia College is not, for example, skylights in our campus building. Joan McArthur-Blair, President of Nova Scotia College will visit us at Durham to discuss ways to collaborate on curriculum and perhaps facilitate a faculty exchange.

COMMITTEE REPORTS

The reports for Audit and Finance Committee Report #2 of October 6, 2009; Audit and Finance Committee Report #3 of November 3, 2009; Executive Committee Report #1 of September 21, 2009; Executive Committee Report #2 of October 15, 2009; Nominating Committee Report #1 of November 4, 2009; and Governance Review Committee Report #1 of September 15, 2009 were presented to the Board by the respective Chair of each standing committee.

Moved by Governor Simpson

Seconded by Governor Robinson

That Audit and Finance Committee Report #2 of October 6, 2009; Audit and Finance Committee Report #3 of November 3, 2009; Executive Committee Report #1 of September 21, 2009; Executive Committee Report #2 of October 15, 2009; Nominating Committee Report #1 of November 4, 2009; and Governance Review Committee Report #1 of September 15, 2009 be approved.

CARRIED

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NEW BUSINESS

Accessibility Plan for Durham College

President Lovisa thanked Margaret Greenley for the plan and acknowledged the work and effort that went into the Accessibility Plan for Durham College. There are many levels to the plan and it was an excellent team effort. Margaret Greenley presented the Accessibility Plan to the Board. Margaret advised that our centre for research support is conducting a project on accessibility. Durham College was awarded \$232K to complete this research and run the program. An accessibility audit was recently completed on campus and we will share this information with the appropriate staff. Academic programs, student services and the student have provided input into accessibility plan. The *Accessibility for Ontarians with Disabilities Act* (AODA) has enacted customer service standards which must be in place by January 1, 2010. A customer service policy has been approved by DCLT. We have developed and implemented training sessions. This is an extensive initiative as every staff member and subcontractor who works for Durham College must be trained. Currently, we have 650 students registered with our Disabilities Service Centre. Board members had questions regarding the budget for training. It was advised that training for AODA customer service is built into the budget for 2009-10.

Moved by Governor Dougherty

Seconded by Governor Spring

That the Boards of Governors endorse the 2009/10 Campus Accessibility Plan.

CARRIED

New post-secondary program - Food Processing Safety Techniques

President Lovisa and Susan Todd presented the report on the new post-secondary program for Food Processing Safety Techniques. This is a one year program that provides skills in the food and beverage sector; bakery; and meat and food industry. There would be multiple intakes in September 2010 and January 2011, with flexible delivery options and entrance points. The program would consist of two seven week semesters. This is a new compressed hybrid model, with six courses per semester, one online and five courses on campus. One course will run per day. Current employers would have the opportunity to release their employees to obtain this certificate and then return to the workplace, due to the compressed timeline. Some marketing of the program will be required. We applied for funding from Colleges Ontario and received \$25K for curriculum development, which will be shared with other provinces. Durham has well equipped laboratories onsite for the program. The target enrolment is twenty-four students for September 2010. Board members commented that it appears to be an excellent program with great potential, especially for mature students. It is advantageous that the online course is flexible and does not need to be taken concurrently. Staff confirmed there will be a break between the two seven week sessions. The tuition fee will increase by 5% each year based on ministry standards.

Moved by Governor Sewell

Seconded by Governor Newell

That the Durham College Board of Governors approve the new Food Processing Safety Techniques (Ontario College certificate) program.

CARRIED

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OTHER BUSINESS

Program Advisory Committee Minutes

The Program Advisory Committee Minutes for the months of August, September and October 2009 were presented.

Moved by Governor Christian Seconded by Governor Simpson

That the Durham College Board of Governors receive the Program Advisory Committee minutes, as presented.

CARRIED

INQUIRIES AND COMMUNICATIONS

Nothing noted.

UPCOMING EVENTS

The Chair reported on upcoming events which include the Durham College Scholarship Awards on November 12th and the Holiday Dinner on campus in Marketplace on Wednesday, December 9th.

BY-LAWS

A by-law amendment was presented to the Board for their consideration. Public notice of this by-law amendment was provided at the September 9th Board meeting. This by-law will amend Durham College By-Law #1 under the authority of Section 29 Committees to establish the Governance Review Committee and its Terms of Reference.

Moved by Governor Simpson

Seconded by Governor Upshaw

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

**BY-LAW NUMBER 09-01 BEING A BY-LAW TO AMEND DURHAM COLLEGE BY-LAW 1
BY-LAW RELATING GENERALLY TO CONDUCT OF THE
AFFAIRS OF THE BOARD OF GOVERNORS OF THE DURHAM
COLLEGE OF APPLIED ARTS AND TECHNOLOGY BY
ADDING UNDER THE AUTHORITY OF SECTION 29 A
GOVERNANCE REVIEW COMMITTEE (GRC);**

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.

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MOVE TO IN-CAMERA SESSION

Moved by Governor Simpson Seconded by Governor Dougherty

That the Durham College Board of Governors go into an in-camera session to discuss business respecting human resources, litigation or contractual matters and items of confidentially under the Freedom of Information and Protection of Privacy Act (FIPPA) Section 15 Relations with other governments; and Section 18 Economic Interests, sections c), e) and f).

CARRIED

The Board returned to public session at 10:16 p.m.

ITEMS REPORTED OUT OF IN-CAMERA SESSION

Board Work plan

Moved by Governor Christian Seconded by Governor Newell

That the Durham College Board of Governors approve the annual Board work plan.

CARRIED

ADJOURNMENT

Moved by Governor Simpson Seconded by Governor Spring

That this meeting of the Board of Governors of Durham College adjourn at 10:20 p.m.

CARRIED

Aileen Fletcher,
Chair of the Board

Leigh Doughty
Board Secretary