



At the request of the Chair, Gary Polonsky introduced new staff members – Pat Vale-Dougherty, Administrative Assistant to the President’s Office and O.I.T. Project Manager, who was attending the meeting to record minutes, and Ross Stevenson the newly hired VP of Research and Joint Ventures.

The four new Governors were asked by Doug Wilson to introduce themselves. Lynne Bondsfield, Student Governor, is in her third year of the Food and Drug Technology Program at Durham College. Carol Beam, support staff representative, is a graphic designer at Durham College. Mark Moorcroft is an Assistant Crown Attorney for the Region of Durham and Denise Jones is a Chartered Accountant with Hobb, Bakker, Bergin and Hill.

#### **ADDITIONS/DELETIONS TO THE AGENDA**

No additions/deletions were noted.

#### **CONFLICT OF INTEREST DECLARATIONS**

None was noted.

#### **PRESENTATIONS**

##### **Board Meeting Process**

Doug Wilson expressed his thoughts regarding the Board meetings, considering that perhaps in the future the number of meetings could double with O.I.T. As a first priority, he committed to moving meetings along on time. He’d like to try a different process and pay stricter adherence to Roberts’ Rules, as has been suggested, previously, by Louise Farr, that will deal with motions read at the beginning followed by a mover and seconder, finishing with the discussion. The length of the process is not expected to change; it may simply help focus the discussion.

##### **World Affairs**

The horror felt by people around the world this week following the terrorist attack on New York and Washington could not be put into words by Doug who suggested that our focus continue to be Durham College and Ontario Institute of Technology.

Winnie Gordon thanked Gary Polonsky for his prompt and sensitive response to the very difficult situation and for his voice-mail message to staff and students empowering everyone in the College to leave the premises as they wished or to place phone calls to relatives and friends for reassurance.

Beth Wilson arrived at 6:10 p.m.

#### **APPROVAL OF PREVIOUS MINUTES**

There being no errors or omissions in the minutes of the Regular Board meeting of June 13, 2001, the Chair declared the minutes accepted as presented.

#### **CONSENT CALENDAR**

Doug Wilson noted for the new Governors that these were items for information and rarely required discussion but Governors were free to bring forward any comments or questions. Louise Farr referred to the Health and Human Studies – Dental Programs Advisory Committee Minutes of May 29, 2001, Item 5.3, regarding fund raising and other avenues to address renewal of the clinic and its equipment. Louise was concerned that the Advisory Committee was having this discussion at all. She felt that we shouldn’t be giving the impression of not keeping up with program needs. MaryLynn stated that the equipment, although 16 years old, is still proficient and that with regards to long term planning, the Advisory Committee might be first engaged to come up with some creative ideas for raising funds for equipment in

the next three to five years. Gary reiterated that there are no funds for capital renewal and that we'll have to draw on other sources. Our direction is guided by government policy which now envisions employers as potentially contributing to the equipping of labs in which their future employees become skilled.

The items on the consent calendar were accepted as presented.

## **INTERIM FINANCIAL REPORT**

Don Hargest reported that as of the end of August we were in the 'usual shape' and 'on target'. For the benefit of the new Governors, Don summarized the finances of the last few years as 'very successful' and 'always balanced'. He attributes the College's success with a conservative approach when setting the budget, as well as a large amount of entrepreneurial activity.

## **DISCUSSION ITEMS**

### **Performance Indicators: Projected Enrolments (pre-Audit)**

Margaret Greenley referred to the Admission Stats Comparison of 2001 to 2000 and advised that admissions are up 5.6%. The first year numbers are up due in part to the addition of new programs and an increase in seats. Year two enrollments have increased significantly due to the focus on retention. Congratulations were heard from Louise Farr for the work done on retention, it is 'clearly working'. Gary predicted that Durham College would be in the top five again this year.

### **Strategic Plan Progress Report**

Gary welcomed comments and suggestions regarding the progress report, which is largely on track. Louise noted that pro-acting opportunities per secondary school reform and addressing the double cohort was a big challenge. Gary stated we had pledged to Durham Region and Northumberland County that we would be ready and our activities are well underway. He noted that we had met with the four Boards of Education last week and they've embraced our plans fully. Louise also stated that we need to align our curriculum and also publicize our DOORS Program. Gary agreed and commented that the Boards had picked champions for us to work with to help align the curriculum.

## **REPORT FROM THE PRESIDENT**

### **Superbuild Update**

Gary noted we would meet our three criteria to 'finish on time', 'on budget' and 'to rave reviews'.

### **Members Appointed to Quality Assessment Board**

Gary advised that he has met with both the Chair and President of the QAB and the meetings have been positive.

### **New Durham College / Ontario Power Generation Partnership**

MaryLynn West-Moynes reported on the commitment of Durham College staff and OPG to the program and curriculum development. She feels they have designed the right product for the students and predicts a successful future. Bob Strickert encouraged the good ideas to keep coming.

### **New Contracts – BIDS**

Bev Balenko discussed the awarding of two successful contracts to BIDS. The first is to provide Advanced Care Paramedic Training for York Region's EMS, which starts November 19<sup>th</sup>. The second contract is for Supply Chain Management Training to OPG.

### **Renewed Product Plus Contract with GM**

Don Hargest reported on the three-year contract, worth 1.2 million dollars, with GMCL to perform administration and training of Product Plus.

### **Skills Training Centre Marketing Plan and Enrollment**

Bev Balenko informed members of the increase in enrollment in the Skills Training area, which is up 35%. This is due in part to the new marketing strategy. Promotional items such as posters, an open house, breakfast meetings, ads, TV commercials and a great game called 'How to become a Millionaire' have helped. Bev stressed that the teachers have been the key to this success and she has learned 'if you can get them in the door they'll choose Durham College'. The Communications team was thanked for its help.

### **Letter from ACAATO to Minister Diane Cunningham re the New Charter for Colleges dated August 29, 2001.**

Gary met with the Minister today who informed him that two of her main goals this year would be O.I.T. and the new Charter.

### **REPORT OF THE CHAIR**

Doug Wilson reviewed the list of upcoming events and asked Governors to let Cathy Pitcher know if they will be attending the Chamber of Commerce Dinner on September 27, Staff Appreciation on October 4, the Board Retreat on October 20 & 21 and/or Convocation on October 26.

### **Board Annual Calendar**

Dave Broadbent questioned whether the Nominating Committee's selection process had been moved forward by one month. Cathy responded yes.

### **ACAATO Board Chairs Workshop – August 21 & 22**

Doug reported that the recent workshop was a very good meeting. The Board Chairs' strategic priorities for 2001-2002 were noted: 1) funding dollars; 2) a new charter; 3) articulation/credentials; 4) human resources, planning and 5) e-learning. Doug was impressed with the draft Charter, as it has met many of the directions that the colleges have been pushing for. Doug predicted Durham College would set a new benchmark with D.C. & O.I.T.

### **ADJOURNMENT**

Meeting was adjourned at 6:58 p.m.

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Doug Wilson, Chair

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Gary Polonsky, President