

INTRODUCTION OF GUESTS

At the request of the Chair, MaryLynn West-Moynes introduced Miriam Terry, Professor, School of Health and Human Studies and Martha Finnigan, Professor, School of Business, Co-Chairs of the Academic Council; Judy Moretton, Dean, School of Business; Paul Gallagher, Professor, School of Business; Melody Brewer, Director, Management and Computer Training, Business and Industry Development Services; and Sarah Gibner from the Chronicle.

ADDITIONS/DELETIONS TO THE AGENDA

Items: 13.1, Performance Indicators: Fall Enrollment; 14.6, OPG Contribution and 15.1 (f), Scholarship Ceremony, were added.

CONFLICT OF INTEREST DECLARATIONS

None was noted.

PRESENTATIONS

Academic Council Activities Update

Miriam Terry presented an outline of the Academic Council's mandate to achieve academic excellence. Martha Finnigan noted the eight major areas of achievement over the last year. She advised academic excellence had been defined and posters had been placed in every classroom. ESL student data were tracked and emphasis was put on the support of students with difficulties. Communication skills dealing with plagiarism and writing skills had also been reviewed. Academic policies and procedures were reviewed to ensure they were clear, concise and consistent across the College. A performance appraisal process was now in place and recommendations were noted and forms were modified. Interim grade reports were given to students. A new subject outline template had been developed. Academic Integrity policies and guidelines are in place for students' information.

Miriam and Martha thanked MaryLynn West-Moynes and Bev Balenko for their ongoing support.

Miriam and Martha left after their presentation at 6:10 p.m.

APPROVAL OF PREVIOUS MINUTES

There being no errors or omissions in the minutes of the Regular Board meeting of September 12, 2001, the Chair declared the minutes accepted as presented.

Thank you cards received recently from Nola McDonald and Lori Connor were circulated.

DECISION ITEMS

Supply Chain Management Program (1-Year Post-Diploma)

Moved by Lorraine Sunstrum-Mann

Seconded by Garry Cubitt

MOTION #4576 "That the Board of Governors approve the Supply Chain Management Program (1-Year Post-Diploma), as presented."

CARRIED

Judy Moretton, Dean, School of Business identified the importance and demand for a Supply Chain Management program at Durham College. She noted this was a growing field and the job market was very good. She advised due to the demand there were many opportunities for partnerships with employers.

Primary Care Paramedic Program (2-Year Diploma)

Moved by Dave Broadbent

Seconded by Gail MacKenzie

MOTION #4577 “That the Board of Governors approve the Primary Care Paramedic Program (2-Year Diploma), as presented.”

CARRIED

Bev Balenko introduced Melody Brewer and thanked her for efforts in developing the business plan. In reply to Louise’s concerns, Melody reiterated that relations with Lakeridge Health and others such as Newmarket and Markham Stouffville Hospitals are very strong. Commendations were heard from Lorraine Sunstrum-Mann and Gail MacKenzie.

Durham College and Ontario Institute of Technology Program Advisory Committee Procedures

Moved by Lorraine Sunstrum-Mann

Seconded by Mark Moorcroft

MOTION #4578 “That the Board of Governors approve the Durham College and Ontario Institute of Technology Program Advisory Committee Procedures, as presented.”

CARRIED

Louise questioned why Durham College’s Advisory Committee omitted a current student representative and O.I.T. did not. MaryLynn explained that she chose to omit a current student as she felt a two-year-program student likely wouldn’t be able to commit the time to an Advisory Committee.

Louise noted that some words were omitted perhaps inadvertently in the Effectiveness of Advisory Committees on page 3. MaryLynn West-Moynes advised the phrase should not be omitted.

Action: MaryLynn will include the phrase “with a written, formal opportunity” in the above-noted paragraph.

Approval of Policies to be Developed and/or Revised in 2001/2002

Moved by Louise Farr

Seconded by Denise Jones

MOTION #4579 “That the Board of Governors approve the list of policies to be developed and/or revised, and be respectively brought to Board meetings through the year for approval.”

CARRIED

Gary stated that many new policies would be forthcoming for O.I.T.

CONSENT CALENDAR

Durham College Foundation Board Meeting Minutes of September 25, 2001 and Procedural Manual of the Durham College Foundation

Louise Farr referred to the second page of the Foundation minutes, regarding the Foundation Procedural Manual. Louise strongly disagreed with a procedure outlined in the manual which stated that if a difference of opinion were to arise between the Foundation and the Board of Governors and an ad hoc committee could not resolve the matter, then the issue would become a Board of Governors’ agenda item that would “require a resolution passed by no less than two-thirds of the members at two successive meetings”. Both Doug Wilson and Gary Polonsky advised that this was in no way intended to change

Board procedure but was intended to provide adequate time for the Board to reflect, discuss and decide on the issue as appropriate. Gary felt that both Boards operated with mutual respect and that this procedure would rarely be needed, if ever. Garry Cubitt suggested that this issue be referred back to the Foundation Board for review. Gary agreed and said this matter would be taken back to the Foundation noting the issues discussed by the Governors.

Moved by Garry Cubitt

Seconded by Winnie Gordon

MOTION #4580 “That the Procedural Manual of The Durham College Foundation be referred back to the Directors of the Foundation for review, taking into consideration the issues discussed by the Board of Governors”.

Action: Doug Wilson to review the above-noted concerns with the Directors of the Foundation at its meeting in February 2002.

INTERIM FINANCIAL REPORT

Don Hargest reported that we are now into the operational part of the year and that enrollment has increased by 6% over last year. He believes we should meet our target. He also advised that Continuous Learning enrollment is down 5%, as part of a strategy to focus on more efficient courses. Investments during the first six months did very well but Don anticipates this will change due to the decrease in rates with an expected further decrease of 2% in the future. Revenue has been ahead of budget, although a downturn in the automotive business may effect us. Don stated that new contracts with Ford and Chrysler look promising.

When asked to compare this to last year’s performance, Don reminded Governors of the \$5M surplus last year and that he hopes to be on target this year. In closing, Don announced that the College now owns the student residences.

COMMUNITY INFORMATION – COMMENTS AND QUESTIONS

Louise Farr congratulated Don Hargest for his work on the ALS Walk, which raised \$50,000. Don acknowledged the help of Elaine Wannamaker and Michelle Nichols.

Don Sinclair reported that Durham was hosting the National Golf Championships this week.

DISCUSSION ITEMS

Performance Indicators: Fall Enrolment

Margaret Greenley reviewed an enrolment growth chart comparison of September 2000/2001, which showed Durham ranked in seventh spot as of September 2001 at 5.20% growth. The average growth rate of the 25 colleges was 2.00%. Durham College ranked 10th in size, up from 12th last year. A five-year comparison of enrolment growth showed that Durham College ranked #1 in the combined 3, 4 and 5 year growth charts. Gary reminded members that Durham was ranked 18th not so long ago but with one more step up in the ranking, we’ll be the largest medium-sized college in Ontario, possibly en route to join the ‘Big Eight’.

REPORT FROM THE PRESIDENT

SuperBuild Update

Don Hargest commented that the construction is coming along and he expects the School of Justice will be ready for their first class by the new year on January 7, 2001. Tenders are coming in lower and Gary feels that even though interest revenues have dropped, we will be on budget.

Letter from Westminster United Church re: Mentor Project

Gary talked about the mentor project that will assist a homeless person to attend Durham College. Gary related a success story about another former homeless student who successfully completed his course and is now working at a well paying job.

Toronto Star Article “U of T Head Wants Scholarship Changes”

Gary gave credit to Robert Birgeneau, President, U of T, on his courage.

New Opportunity for David Trick

David Trick has left the Ministry to become Vice-Provost & CAO of the University of the Guelph / Humber project. Durham attended David’s farewell event, the only college to do so, and Gary reiterated that he felt Durham had been well served by David.

Comments from Chinese Teachers Participating in ESL Summer Program

A theme of freedom and safety, polite kindness, cleanliness and natural beauty described the Chinese teachers’ impression of Durham College. Barry Stedman-Smith expects at least as many students next year, despite September 11th.

OPG Contribution

Gary acknowledged, with many thanks, a cheque in the amount of \$73, 944.50 from Bob Strickert on behalf of OPG. Bob explained that over and above the \$50,000 commitment from OPG, its employees contributed the other \$23,000 through payroll deduction.

REPORT OF THE CHAIR

Upcoming Events:

Doug reminded and encouraged Governors to attend the Executive Committee Meeting and Marketing Focus Group on Wednesday, October 17 at 6:00 p.m. in the Community Room. Governors were asked to RSVP to Cathy Pitcher.

Another important upcoming event is the Scholarship Ceremonies, which will be held November 8th at 4:00 p.m. in the cafeteria. These awards are for ‘in-course’ students and are quite a different experience.

An Executive Team Orientation for new Governors will be held November 21st at 5:00 p.m. in the Community Room and all Governors are welcome to attend the presentation. Governors were again asked to RSVP to Cathy Pitcher.

ADJOURNMENT

Meeting was adjourned at 7:12 p.m.

Doug Wilson, Chair

Gary Polonsky, President