

Chair Bob Strickert welcomed all new and returning Governors. Governors Lisa Grande, Rocky Simmons, Debbie Kinkaid and Liesje de Burger introduced themselves. Bob reminded the new Governors to feel free to ask questions and voice opinions.

REGRETS

The Chair noted regrets from Governors Joanne Burghardt, Michelle Carter and Mike Shields, and Executive Team member Ross Stevenson. He also noted that Governor Doug Wilson would arrive later.

INTRODUCTION OF GUESTS

At the request of the Chair, MaryLynn West-Moynes introduced guests Neil McCallum and Derek Lindsay, second year Journalism students; George Bereznai, Dean, School of Energy Engineering and Nuclear Science, UOIT; Ron Hinch, Dean, School of Justice Studies, UOIT; Bill Hunter, Dean, School of Scientific and Technological Education, UOIT; Marc Rosen, Dean, School of Manufacturing Engineering, UOIT; Bernadette (Bernie) Schell, Dean, School of Business and Information Technology, UOIT; Susan Barclay-Pereira, Dean of Learning Resources for DC/UOIT; and Bill Muirhead, Director of Learning Resources, DC/UOIT; Tom Ouchterlony, legal counsel from Borden, Ladner, Gervais LLP.; and Jonathon Dyer, Vice President of University Affairs, DCSA. She noted Jonathon was shining shoes in support of cystic fibrosis on behalf of the DCSA.

ADDITIONS/DELETIONS TO THE AGENDA

Item 15.1 h), Building Committee Meeting – September 26 at 5:00 p.m., was added to the agenda.

CONFLICT OF INTEREST DECLARATIONS

None was noted.

APPROVAL OF PREVIOUS MINUTES

There being no errors or omissions in the minutes of the Regular Board meeting of June 12, 2002, the Chair declared the minutes accepted as presented.

ACTION ARISING FROM PREVIOUS MINUTES

Don Hargest advised that there are currently 500-600 students in Residence. He noted a buffer would be put in between the residences and the nearby homes, and the walkway was being moved. Don stated trees would be offered to homeowners for their properties and that a meeting was being held on September 25, 2002.

Jonathon Dyer left the meeting at this point.

DECISION ITEMS

Appointment of Board of Governors for the University of Ontario Institute of Technology

Gary stated that this was an historic moment and opened the floor for discussion. Lorraine Sunstrum-Mann questioned if the term “UOIT managers” referred to the Executive Team. Gary advised that this referred to the administrators whose responsibilities focused solely on the University.

Moved by Gail MacKenzie

Seconded by Mark Moorcroft

MOTION #4654 “Whereas the University of Ontario Institute of Technology Act, 2002 (the “Act”) states in section 18 (1) that the Board of Governors of Durham College shall appoint the first members of the Board described in paragraph 4 of subsection 8 (1) of the Act;

Now therefore, be it resolved that, pursuant to the provisions of section 18 of the Act, the following persons are hereby appointed as the first members of the Board of the University of Ontario Institute of Technology:

Peter Bagnall
Joanne Burghardt
Michelle Carter
Garry Cubitt
Denise Jones
Gail MacKenzie
Mark Moorcroft
Mike Shields
Phillip Simmons
Bob Strickert
Lorraine Sunstrum-Mann
Doug Wilson

Be it further resolved that the term of office for each of the persons so appointed shall be one, two or three years as set forth below, subject to the provisions of the by-laws of the university as they exist from time to time:

Peter Bagnall	- 1 year
Joanne Burghardt	- 3 years
Michelle Carter	- 3 years
Garry Cubitt	- 2 years
Denise Jones	- 2 years
Gail MacKenzie	- 3 years
Mark Moorcroft	- 2 years
Mike Shields	- 3 years
Phillip Simmons	- 3 years
Bob Strickert	- 1 year
Lorraine Sunstrum-Mann	- 1 year
Doug Wilson	- 1 year.”

CARRIED

Moved by Carol Beam

Seconded by Garry Cubitt

MOTION #4655 “Be it further resolved that the Board of Governors of Durham College of Applied Arts and Technology immediately appoint all 4 internal College Governors as participants at the University of Ontario Institute of Technology (UOIT) Board meetings who can participate fully in all discussions in both the open and closed meeting of both the joint UOIT/DC Board meetings (where they can vote) and UOIT Board meetings (where they cannot vote).”

CARRIED

Bob Strickert noted that the above motions were in line with the Act. Gail MacKenzie agreed this was an historic event. Lorraine Sunstrum-Mann questioned how agenda items would be determined for the DC, UOIT and Joint Board meetings. Gary advised this would be a matter of judgment. Bob Strickert stated that common building and administration items would be on the Joint agenda as they affect both institutions. Gary reiterated that internal Governors of UOIT and DC would each have a vote at the Joint Board meetings.

Moved by Peter Bagnall

Seconded by Liesje de Burger

MOTION #4656 “Be it resolved that the Chancellor and all other external Governors of the UOIT Board also be invited to serve as participants at the Durham College Board meetings, preferably as Governors of the DC Board.”

CARRIED

Moved by Carol Beam

Seconded by Debbie Kinkaid

MOTION #4657 “Be it resolved that the UOIT managers be invited to elect a representative (to be appointed to the UOIT Board) per an ad hoc procedure, to be developed by the UOIT managers, which will provide all incumbents with a fair and equitable opportunity to be nominated and elected;

and that the elections for the UOIT professor, student and support staff colleagues be held in the Fall, 2003;

and that the UOIT internal Governors elected per the two points noted above be invited to participate fully in all discussions in both the open and closed meetings of both the joint UOIT/DC Board meetings (where they can vote) and DC Board meetings (where they cannot vote).”

CARRIED

Lorraine Sunstrum-Mann asked when the UOIT Board would have an internal Governor. Gary advised that if the UOIT managers accepted the invitation to elect a representative, this could happen this Fall. He reiterated there would not be a student, faculty or support staff representative until the Fall of 2003.

Gary encouraged the UOIT colleagues to consider an election as soon as possible and inform him of the outcome. Don Sinclair offered his assistance with an election, noting he was the Chief Electoral Officer for Durham College.

College Charter Proposed Policy Framework Consultation: Governance and Accountability Documents

Bob Strickert noted that the Act for the new College Charter had also been passed on June 27, 2002. He noted two items on the agenda today re this topic and stated more information would be forthcoming in the next three to six months.

Gary referred to his letter to Joan Homer dated July 10, as well as Bob Strickert’s response, and asked the Board to signal their endorsement of this correspondence. He also advised that until the policies and regulations are received, we would not know the full impact of this legislation. He reminded the Board of the original intent of the Charter, which includes less red tape, more autonomy for College Boards, greater flexibility and a modern accountability protocol.

Moved by Gail MacKenzie

Seconded by Mark Moorcroft

MOTION #4658 “That the Board of Governors of Durham College of Applied Arts and Technology hereby endorses President Gary Polonsky’s and Chair Bob Strickert’s comments regarding the College Charter Proposed Policy Framework: Governance and Accountability documents, as per the correspondence to ACAATO dated July 24 and July 10, 2002.”

CARRIED

Draft Protocol for Board Nominations and Appointments

Gary referenced his memo to the Governors dated August 30 and asked that they endorse these comments and that Chair Bob Strickert now respond to ACAATO expressing the Board's views.

Moved by Carol Beam

Seconded by Peter Bagnall

MOTION #4659 "That the Board of Governors of Durham College of Applied Arts and Technology hereby endorses President Gary Polonsky's comments in his memo to the Board of Governors dated August 30, 2002, and that Chair Bob Strickert now respond to ACAATO in writing expressing these views on behalf of the Board of Governors."

CARRIED

Action: Cathy will prepare a memo for Bob's signature to send to ACAATO.

ACKNOWLEDGEMENTS AND REPORTS

Bob Strickert commented that thank you cards had been received from former Governors Dave Broadbent, Bob Morine, Beth Wilson and Winnie Gordon. He also noted a thank you card from Governor Carol Beam as well as from the late Alex Williamson's family. Bob stated these would be circulated for the Governors to review.

CONSENT CALENDAR

The items on the consent calendar were accepted as presented.

INTERIM FINANCIAL REPORT

Don Hargest commented that at the request of the Audit & Finance Committee the format of the financial reports had been revised. He noted the change of showing College programs and services separate from PIC and ancillary operations. He noted also that matching of amortization against programs and services was now included. Don stated that this would change things in term of the forecast. He also advised that the allocation of tuition fees and grants would be prorated.

Don remarked that ancillary operations were on target. He noted a shortfall in the Residence of approximately 50-70 beds but noted this could still change. Don advised that PIC and Bids revenue had increased by \$3.5M over projected sales. He commented that he predicts a surplus of at least \$2.2M for the coming fiscal year.

Don also commented that the financial statements for the fiscal year ending March 31, 2002 had been distributed. He noted a surplus of \$7.2M and stated he believed this trend would continue. Don advised of some concerns with our rapid growth and that capital costs (amortization) will increase every year. He stated that as we match amortization against revenue he anticipates changes in the reporting, particularly with ancillary operations. Bob Strickert stressed our financial stability and noted that Denise Jones was now the Chair of the Audit & Finance Committee.

COMMUNITY INFORMATION – COMMENTS AND QUESTIONS

None was noted.

DISCUSSION ITEMS

Strategic Plan Progress Report

Gary asked for comments. Bob Strickert noted the Board received a progress report every six months and this was a key tool to monitoring our strategic plans and objectives. Gary commented that we were entering the last year of the College's current strategic plan. Lorraine Sunstrum-Mann remarked that it was "delightful" to read "done and completed" beside many items and complimented staff on a job well done. Bob Strickert agreed.

Performance Indicators: Projected Enrolments (Pre-Audit)

Margaret Greenley advised of a current enrolment growth increase of 10.9%, with first year student enrolment increasing by 14.3%. She noted a number of factors contributing to this, including students fast tracking due to the double cohort, a number of new programs offered and a strong recruitment team. Margaret commented that second year student enrolment had increased by 9.5% and third year student enrolment had decreased by 1%. She stated that the overall target had been 6-8%.

REPORT FROM THE PRESIDENT

Institute of Technology and Applied Learning (ITAL)

Gary advised that these are also known informally as polytechnics. He stated we were now starting to see differentiation between the colleges, as set out in the new College Charter. He noted the homogeneity was on its way out and diversity is in. Gail MacKenzie stated this was good news for students and was needed in the marketplace. Gary commented that the University and College had its own opportunity for continua in the curriculum, but we may need a discussion in the future re applied degrees or ITAL status. He felt we should "keep the window open" and perhaps come back to this at some future time.

Doug Wilson arrived at 6:50 p.m.

KPI Strategic Plan 2002-03

Gary stated that Durham College had lead the GTA for the last three years, but that Margaret Greenley and her team had come up with a plan to maintain and even to better our record. Margaret noted a survey is conducted every year and colleges are evaluated in three areas – employer satisfaction, graduate satisfaction and student satisfaction. She advised when the ratings were received a team is put in place to review the issues and evaluate and plan new strategies.

Bob Strickert commented that an area of improvement stated is employer satisfaction. He questioned if it was an issue of job related skills or knowledge, or another factor. Margaret replied that graduates working in positions unrelated to their skills was a factor. Bob then asked if we followed up with these employers and if they were questioning our employer guarantee. Margaret stated a follow-up was made but the employers rarely invoked the guarantee.

Carol Beam felt the students needed to be educated about the KPIs. Margaret agreed stating that students care about the services they receive and part of the Career Fair information would include information on the KPIs. Liesje de Burger noted that students did ask about Durham College's student satisfaction rate.

Update re Partnership with Bell Canada and IBM Canada

Gerry Pinkney stated that the Board had agreed this past December to proceed in principle with the partnership. He noted that an agreement had been signed with Bell and IBM and expected to sign with Nortel shortly. Gerry commented that start-up had been a success, in part due to these partnerships.

Program Approvals

Gary stated we had received MTCU approval for the Machine Tool-Builder and Integrator Apprenticeship Program, Elevating Devices Mechanic Apprenticeship Program, Communicative Disorders Assistant Program and Primary Care Paramedic Program.

Tom Ouchterlony left the meeting at this time.

REPORT OF THE CHAIR

Upcoming Events:

Bob noted several upcoming events and that Cathy Pitcher had tickets for the 35th Anniversary on September 21 and the Staff Appreciation Dinner on October 3.

ADJOURNMENT

Meeting was adjourned at 7:07 p.m.

Bob Strickert, Chair

Gary Polonsky, President