

DURHAM COLLEGE OF APPLIED ARTS AND TECHNOLOGY
MINUTES OF THE 396TH REGULAR MEETING OF THE BOARD OF GOVERNORS

DATE: January 11, 2006
TIME: 6:00 p.m.

PLACE: Community Room
Oshawa Campus

IN ATTENDANCE

GOVERNORS: Lorraine Sunstrum-Mann, Chair
Erin Boniface
Joanne Burghardt
Aileen Fletcher
Karen Hodgins
JoAnne Horruzey
Denise Jones
Patrick McNeil
Mark Moorcroft
Charlie Peel
Phillip (Rocky) Simmons
Gerry Warman
Beth Wilson

PARTICIPANTS: Peter Bagnall
Dave Broadbent
Joanna Campbell
Garry Cubitt
Peter Dixon
Allan Furlong
Pierre Hinse
Manon Lemonde
Lyn McLeod
Jim O'Donnell
Terry Wu

PRESIDENT: Gary Polonsky

SECRETARY: Cathy Pitcher

RECORDING
SECRETARY: Andra Robertson

SENIOR STAFF: Ralph Aprile
Bev Balenko
Terry Caputo
David Chambers
Margaret Greenley
Richard Levin
Craig Loverock
Richard Marceau
Ann Mars
Paul McErlean
Gerry Pinkney
Ken Robb
John Woodward

GUESTS: Susan Barclay-Pereira
Joan Homer
Robin Pereira
Judy Robinson

REGRETS:

GOVERNORS: Deborah Kinkaid
SENIOR STAFF: Donna McFarlane
Judy Moreton

CALL TO ORDER

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

INTRODUCTION OF GUESTS

Bev Balenko introduced Joan Homer, Chief Executive Officer, ACAATO; Susan Barclay-Pereira, Director of Program Development, DC; and Robin Pereira, Dean, Schools of Design & Communications Arts, DC. She also advised that Judy Robinson, Dean, Schools of Health & Human Studies, DC, would also join the meeting.

ADDITIONS/DELETIONS TO THE AGENDA

The chair noted the addition of item 13.12, Campus Profile and item 14.3, Recognition of An Award Recipient to the agenda.

CONFLICT OF INTEREST DECLARATIONS

None was noted.

PRESENTATIONS

Issues to be Raised at the ACAATO AGM

Joan Homer acknowledged her Durham College roots and presented issues facing Ontario Colleges that will be addressed at the ACAATO conference. She informed the group that the main goal of the Colleges as a whole is to act as one voice advocating for funding, access and pathways, an enhanced College System profile and an accountability framework.

She noted that the Ontario Chamber of Commerce and ACAATO have a signed agreement to collaborate in various areas, specifically the Need for Skilled Trades Report to address the skilled worker shortage. Another initiative is the Pathway to Prosperity Campaign which looks at the workforce skill requirements and determines what the education sector needs to solve the shortage.

Denise Jones asked whether there is a specific strategy for Ontario Colleges for apprenticeship training? Joan replied that the newest venture is the assessment and training of immigrants to the country.

Garry Cubitt stated that ACAATO has done terrific work. The research, policies and documentation have accurately documented the contribution of Ontario Colleges to the community.

Lorraine asked if ACAATO was advocating for the Learning to 18 strategy. Joan replied that they have been working for the past few years to ensure the government is aware of the roles already played by Colleges. She said they are currently working towards joint credits for students who prefer non-traditional learning environments.

Lorraine informed the Board that Joan would be retiring and expressed thanks and appreciation for her outstanding work and guidance to the Governors.

Judy Robinson joined the meeting at this time.

APPROVAL OF PREVIOUS MINUTES

The minutes of the 395th Regular Board Meeting of November 9, 2005 were approved, as circulated.

ACTION ARISING FROM PREVIOUS MINUTES

The Foundation Board members have made a recommendation to the DC and UOIT Boards of Governors which will be discussed under agenda item 8.2.

Thank you letters were sent to the Chairs of Program Advisory Committees.

DECISION ITEMS

Program Approvals

Lyn McLeod joined the meeting at this time.

Web Design and Development Program (3 Year Ontario College Advanced Diploma Program)

Robin Pereira advised that Program Reviews have indicated adding a year for students to do project management would benefit the College and the students. Patrick McNeil asked whether adding a third year will bring additional \$20,000 revenue in and how much it would cost to run the third year? Robin replied that he anticipates enough enrolment to cover the cost. Patrick asked Terry Caputo if this was net revenue? Terry replied yes.

Moved by Gerry Warman

Seconded by JoAnne Horruzey

MOTION: #4878 “That the Board of Governors of Durham College of Applied Arts and Technology approve the Web Design and Development Program (3 Year Ontario College Advanced Diploma Program), as presented.”

CARRIED

Water Quality Technician Program (2 Year Ontario College Diploma Program)

Aileen Fletcher noted an apparent discrepancy between the capital cost in the business plan versus program review. Susan Barclay-Pereira replied that the Business Plan was looking at the maximum amount required to build a lab, but because they hope to use existing labs, this cost can be reduced. Garry Cubitt indicated that he appreciated DC's efforts in responding to a significant market demand.

Moved by Aileen Fletcher

Seconded by Karen Hodgins

MOTION: #4879 “That the Board of Governors of Durham College of Applied Arts and Technology approve the Water Quality Technician Program (2 Year Ontario College Diploma Program), as presented.”

CARRIED

Joan Homer, Susan Barclay-Pereira and Robin Pereira left the meeting at this time.

Nominating Committee – Appointment of Governor to Committee

Mark Moorcroft advised the Board that the Committee needed an additional member and Gerry Warman had been requested to join the Committee and was willing to do so.

Dave Broadbent asked for clarification on the roles of the Nominating Committee, asking whether there were separate votes for DC and UOIT. Mark replied yes.

Moved by Charlie Peel

Seconded by Denise Jones

MOTION: #4880 “That the Board of Governors of Durham College of Applied Arts and Technology approve the appointment of Gerry Warman to the Nominating Committee, effective January 1, 2006.”

CARRIED

Recommendation from Foundation Board

David Chambers advised the Board the Foundation Board recommended including UOIT in the Foundation. The question raised was whether one Foundation would support both institutions adequately and be able to adjust quickly to the market and be transparent and accountable. After some discussion, it was determined that yes, this was possible. One Foundation was preferable because it will cost less than it would to establish a new Foundation. It will also increase the size of the investment portfolio.

Joanne Burghardt asked whether there were any red flags raised. David replied no. Karen asked what the structure would look like? David said that the structure will come back to be approved by Board. Karen asked whether the two funds would be managed separately? David replied that the two funds will be tracked separately, but managed in one portfolio. The funds will be earmarked specifically, but invested together. Karen asked whether there were any drawbacks to either institution in going forward? David replied no.

Terry Wu asked if someone wants to make a donation to the University, will the Durham College Foundation be a barrier? David replied no, donors could easily donate to either institution or both.

Lorraine said that the Foundation Board is looking to this Board because they want to begin having these discussions. They are asking for approval to seek legal counsel regarding structure and process.

Peter Bagnall explained they are looking for direction to explore and then return to the Board with a plan. Patrick McNeil indicated that he agreed with this. He suggested that when it comes back to the Board, it would be beneficial to take a closer look at governance between DC and the Foundation Board.

Moved by Denise Jones

Seconded by Beth Wilson

MOTION: #4881 “That the Board of Governors of Durham College of Applied Arts and Technology directs the Durham College Foundation Board of Directors that the Foundation to proceed to explore and develop a new entity which would fundraise and manage the endowed funds for both Durham College and the University of Ontario Institute of Technology and that the plan be brought back to the full Board.”

CARRIED

Executive Committee Approvals for 2005

Lorraine informed the Board that this item comes to the Board every year. She advised that the Executive Committee has delegated authority for the Board during the summer. The Board is required to endorse any decisions made by the Executive Committee.

Moved by Joanne Burghardt

Seconded by Gerry Warman

MOTION: #4882 “That the Board of Governors of Durham College of Applied Arts and Technology hereby approve all the decisions and acts made, undertaken, and executed by the Executive Committee of the Board during 2005.”

CARRIED

Audit & Finance Committee Approvals for 2005

Denise noted that this also comes forward to the Board each year. The Board is requested to endorse decisions made by the Audit & Finance Committee.

Moved by Phillip Simmons

Seconded by Erin Boniface

MOTION: “That the Board of Governors of Durham College of Applied Arts and Technology hereby #4883 approve all the decisions and acts made, undertaken, and executed by the Audit & Finance Committee of the Board during 2005.”

CARRIED

Approval of the President’s Goal Package for 2006

Manon Lemonde asked whether the space crisis under Gary’s goal package item U6 had been addressed? Gary Polonsky replied that there will not be enough quality space for students. There will be portables in place with the hopes for new buildings. There are plans for A4 and A5 to be built north of A3 which would complete the quadrangle. There are currently discussions underway with the Minister for a solution.

Terry Caputo reported that he is currently on the ACAATO committee which is working through the funding corridor and hoping to have a model approved by the Minister shortly. Currently the funding formula is enrolment-driven. A corridor, however, would allow for some forgiveness of enrolment fluctuations but will only serve fast-growing regions if there is a growth component.

Pierre asked what was happening in terms of expanding the Whitby Skills Training Centre? Gary replied that this is needed, but that there are no guarantees. There are discussions with the Ministry and Gary is hopefully there will be an announcement in the spring. Charlie Peel asked whether the government is talking now about apprenticeship programs? Gary replied that because college enrolment through the system is flat and there was an enormous investment of capital for the double cohort, there is a feeling that the colleges have had their opportunity. It will be important to make the case that skills training is an exception to this.

Lorraine said that despite Gary’s leaving and the ambitious package, she is sure it will be successful in its delivery.

Moved by Aileen Fletcher

Seconded by JoAnne Horruzey

MOTION: “That the Board of Governors of Durham College of Applied Arts and Technology endorse #4884 the President’s 2006 Goal Package, as presented.”

CARRIED

ACKNOWLEDGEMENTS AND REPORTS

None was noted.

CONSENT CALENDAR

The DC Program Advisory Committee minutes had been distributed.

Lorraine asked, given Terry’s comments in the change in funding model, how the review is going for successful and unsuccessful programs? Bev Balenko replied that the program reviews are ongoing in each school. There are selected programs that require a more thorough review than others, as indicated by low KPIs or other issues. At this time data are being gathered in order to make decisions.

INTERIM FINANCIAL REPORT

Terry Caputo reviewed the operating budget as of December 31, 2005. There is a positive variance due to the announcement of a grant from the government which was not anticipated. The operating budget at year end is looking better than expected and the College is not into its line of credit.

The consolidated statement includes the DCEN budget ending November 30. The approved budget was from last year before the auto industry decline and it has since been reforecast. To date it is ahead of the reforecast, but still behind its original budget. Terry said we have a positive cash balance and he expects a \$2.5M surplus for the end of the year.

Terry indicated the College is starting to budget interest payments from DCEN, beginning in the next fiscal year on a monthly payment schedule. Patrick McNeil asked if DCEN is accruing interest? Terry replied no, that the interest was waived and will not be recouped. Denise Jones explained that it was a one-year waiver and not ongoing. Patrick McNeil asked whether we expect to receive interest from DCEN in the next fiscal year? Paul McErlean replied that he will be drafting a request to the Board to ask DCEN to pay the interest on a monthly basis. This will counter short-term cash flow issues on our end. Peter Bagnall said that the interest was originally supposed to have been on a monthly basis. Paul commented that this process will formalize the agreement as part of the year end package.

DISCUSSION ITEMS

None was noted.

REPORT OF THE PRESIDENT

DC Human Services Counsellor Program Articulation with Brock University

Judy Robinson reported that there is another pathway for access for DC students looking towards higher education. There is now an agreement in place with Brock University for students to obtain a Psychology Degree and a diploma from DC in four years. Students will begin at Brock for their first two years. If they have an average of 70% after their first year, they are entered into the program for another year. In the third year they compress 2 years of the Human Services Diploma into one 10 month year. Then the students return to Brock for the fourth year. This ensures that students who come to DC are high quality and will reduce attrition. There will be a limit on enrolment of about 20 students, which will fill in where the diploma program normally sees attrition. While the students are at Brock, they are solely Brock students and pay all their fees there and when they are here, they pay DC fees. There are specific courses students will take at Brock to ensure that they meet our requirements. The start date for this program will be September 2006, with students joining us in 2008. Judy expects to re-evaluate after the first intake. She is also looking at similar opportunities with Trent and UOIT. She also advised that there may be an option for students who have already completed the diploma to obtain a degree.

Aileen asked whether it was an Honours degree from Brock. Judy replied that it is a four-year non-honours degree. However, there is an option for students to take an additional research elective that will open options for graduate studies. Lyn McLeod asked why Brock was approached first. Judy replied that Brock approached Durham College.

Judy Robinson left the meeting at this time.

ACAATO Award Recipients

Gary Polonsky noted that Durham College had received the Collaborative Educators award as part of the Eastern Regional College Committee on Human Resources Development.

Gary also presented Lorraine with a certificate for her nomination for the Community Volunteer Award.

Action: Cathy Pitcher to send a congratulatory note from the Board to Janice MacMillan for receiving the Collaborative Educators ACAATO award.

Academic Bargaining

Ken Robb advised the Board that there is the prospect for a strike in March. Manon asked Ken if he was optimistic? Ken replied that based on history, he is hopeful.

Impact of GM Announcement

Gary Polonsky advised the Board that there will be little impact by the GM announcement to the campus. He said that Beacon will proceed, and in a worst case scenario, Durham College would actually see a rise in enrolment. It is important that GM remains strong and DC will help in any way it can, as will UOIT.

BIDS Awarded GM Contract

Gary Polonsky advised that BIDS just won a large three-year contract with GM.

DC Registration Survey

Richard Levin commented that the Registration Office conducts a satisfaction survey each year for the past three years. Results last year were positive and this year satisfaction was higher than the previous year. Richard advised that overall positive results had risen from 75%, to 81% to 86% over the last three surveys.

Action: Cathy Pitcher to send congratulatory note to Registration on this success.

Campus Profile

Gary Polonsky advised that there will be a newscast about the campus on Global TV, January 16, 2006 between 6:30 p.m. and 7:00 p.m.

REPORT OF THE CHAIR

Upcoming Events

The Chair reviewed the upcoming events: Nominating Committee meeting on January 17, and the ACAATO Conference, February 19 and 20.

Lorraine congratulated Joanne Burghardt as she was awarded Editor of the Year by the Suburban Newspapers of America.

COMMUNITY INFORMATION – COMMENTS AND QUESTIONS

Lorraine advised the Board that it received a note of thanks from recent retiree Micki Walters.

Lorraine also noted that Don Sinclair has been appointed the Executive Director of the College Compensation and Appointments Council.

Action: Cathy to send a note of congratulations to Don from the Board.

TERMINATION OF MEETING

There being no further business the Chair terminated the meeting at 7:50 p.m.

Lorraine Sunstrum-Mann, Chair

Gary Polonsky, President