

**DURHAM COLLEGE OF APPLIED ARTS AND TECHNOLOGY
MINUTES OF THE 406th REGULAR MEETING OF THE BOARD OF GOVERNORS**

DATE: March 21, 2007
TIME: 6:00 p.m.

PLACE: Community Room
Oshawa Campus

IN ATTENDANCE

GOVERNORS: Patrick McNeil, Chair
Joanne Burghardt
Rhonda Christian
Aileen Fletcher
Karen Hodgins
Denise Jones
Deborah Kinkaid
Mark Moorcroft
Charlie Peel
Darrell Sewell
Phillip (Rocky) Simmons
Gerry Warman

PARTICIPANTS: Ron Bordessa
Dave Broadbent
Garry Cubitt
Allan Furlong
Manon Lemonde
Fraser McArthur
Lyn McLeod
Jim O'Donnell

PRESIDENT: Leah Myers

SECRETARY: Karen Spearing

**RECORDING
SECRETARY:** Erin Boniface

SENIOR STAFF: Ralph Aprile
Bev Balenko
Terry Caputo
David Chambers
Margaret Greenley
Richard Levin
Craig Loverock
Ruth MacKay
Richard Marceau
Ann Mars
Brian Marshall
Paul McErlean
Donna McFarlane
Gerry Pinkney
Cathy Pitcher
Ken Robb

REGRETS:

GOVERNORS: Allan Gibbons
Pansy Goodman
Dustin Grant
Beth Wilson

PARTICIPANTS: Peter Bagnall
Peter Berg
Kimberley McCartney

SENIOR STAFF: John Woodward

CALL TO ORDER

The Chair called the meeting to order at 6:03 p.m.

INTRODUCTION OF GUESTS

None were noted.

CONFLICT OF INTEREST DECLARATIONS

None were noted.

PRESENTATIONS

The Chair presented Bev Balenko with a plaque commemorating her outstanding contributions to the Durham College community on the occasion of her retirement.

APPROVAL OF PREVIOUS MINUTES

MOTION Moved by: Karen Hodgins Seconded by: Darrell Sewell

“That the Durham College Board of Governors approve the minutes of the 405th Regular Board Meeting held February 14, 2007, as presented.”

CARRIED

DECISION ITEMS

Appointment of DCEN Board of Directors

MOTION Moved by: Joanne Burghardt Seconded by: Gerry Warman

“That the Durham College Board of Governors approve that Item 8.1, “Appointment of DCEN Board of Directors” be moved to the in-committee meeting.”

CARRIED

DISCUSSION ITEMS

Report on Incidents of Falling Glass

Ralph Aprile, Vice-President of Ancillary Services, presented a report on incidents of falling glass in the UA-Science Building on campus. He indicated that tests are currently being conducted and the findings will be reviewed the second week of April and recommendations will be made at that time.

Report on Athletic Centre Capital Project

Paul McErlean, Vice-President of Finance and Strategy, presented a report on the Athletic Centre capital project. He advised that in order to ensure financial integrity and transparency as we move forward, the Finance team has implemented a review of all construction projects at least six months prior to completion. He indicated that this report outlines the outcome of the review of the Athletic Centre expansion, which is scheduled to open in August 2007. He reported that as a result of the increase in the size of the athletic facility, additional costs have been incurred. He further reported, however, that as a result of securing a lower interest rate over a longer term there has been a decrease in the annual interest cost of approximately 25%, which serves to absorb the additional capital costs.

The Board of Governors recognized the efforts of the Finance team and acknowledged that the revised procurement process, approved by the Board of Governors in February 2007, will serve to eliminate this type of situation from occurring in the future.

Vice-President McErlean reported that the Finance team will continue these reviews as part of the risk management process currently underway.

Tuition Fees for Pre-Service Firefighter and Paramedic Programs

Richard Levin, Vice-President of Strategic Enrolment, presented tuition comparisons for the Pre-Service Firefighter and Paramedic Programs, as requested at the previous Board Meeting, noting that Durham College tuition fees are higher relative to other comparator colleges; however, he indicated that Durham College's Paramedic program is the only program in Ontario that is both ISO registered and accredited by the Canadian Medical Association. The costs are also higher as Durham College offers the lowest student to faculty ratio in both the lab and classroom. He also noted that the employment rates are quite high for these programs and that these areas are in a growth mode.

The Board requested a follow-up report, to include employment rates and salary comparisons for graduates from these programs for Durham College vs other community colleges as set out in the March 21 report, specifically targeting the community colleges cited that have the lower tuition. .

REPORT OF THE PRESIDENT

President's Report

President Myers reported on the highlights of her activities over the past month, including a trip to Panama where ground work has been laid to identify opportunities for supporting skilled trades and an memorandum of understanding has been signed with the City of Knowledge and the National Skills Training Agency of the Republic of Panama. Durham College will be partnering with St. Clair College to improve the educational infrastructure in Panama.

President Myers noted that the Colleges of Applied Arts and Technology Act sets out that all college will be participating in a Program Quality Assurance Process Audit (PQAPA), which will review colleges' program quality assurance processes. She indicated that Durham College has been earmarked for a Fall 2007 audit.

President Myers reported that synergies have been identified between the paramedic and health curriculum; therefore the Paramedic Program will become a part of the School of Health and Community Services.

Stephanie Ball has been appointed Dean of the School of Emergency Services effective April 1, 2007, which will encompass the Firefighter and Emergency Management programs.

Debenture Payment

The Chair indicated that it is critical that UOIT and Durham College develop a strategic position for moving forward in light of the debenture. He further stated that this is the most significant financial issue facing both institutions as the cash flow is currently non-existent and we cannot keep turning to UOIT to cut back on academic funding in order to offset debenture payments. He stated that a resolution to this critical issue will mean UOIT and Durham College working together to remove Durham College as the guarantor – the challenge being how to legally separate assets between UOIT and Durham College.

The Board of Governors agreed that it is essential, as the two institutions move forward, that Durham College be removed as the guarantor on the debenture. The Chair stated that discussions in this regard are on-going.

REPORT OF THE CHAIR

Board Evaluation Questionnaire

The Chair noted that Board Evaluation Questionnaires have been included in the Board package and asked that the questionnaires be returned to the Board Secretary at the next Board Meeting and confirmed that a reminder will be sent out prior to the meeting.

Governor Resignation

The Chair reported that Beth Wilson, who is currently cross-appointed to both the Durham College and UOIT Boards of Governors, has tendered her resignation from both Boards of Governors effective immediately, citing time restrictions as a result of work commitments. Her resignation was received with regret.

Upcoming Events

The Chair reported on upcoming events: the official opening of OPG Engineering Building on March 30, 2007 at 11:00 a.m., the NAUBCS (National Association of University Board Chairs and Secretaries) Conference in Waterloo, Ontario on April 19-21, 2007, the ACCC Conference in Montreal, Quebec on May 27-29, 2007, the UOIT Convocation at the General Motors Centre in Oshawa on June 1, 2007 at 10:00 a.m. and 2:00 p.m., and the Durham College Convocation at the General Motors Centre in Oshawa on June 22, 2007 at 9:30 a.m., 1:30 p.m. and 5:30 p.m.

COMMUNITY INFORMATION – COMMENTS AND QUESTIONS

Governor Burghardt reported that the YWCA has closed its emergency housing for women and noted that she is hopeful that it is only a temporary measure. She asked governors for assistance for emergency housing through their professional affiliations.

Governor Rhonda Christian noted that tickets are now available for Leahy in concert, in support of Whitby's new Abilities Centre. The concert is scheduled for April 12. She indicated that anyone interested can purchase tickets from her directly.

TERMINATION OF MEETING

The Chair terminated the meeting at 8:06 p.m.

Patrick McNeil, Chair

Leah Myers, President

Karen Spearing, Secretary