

DURHAM COLLEGE OF APPLIED ARTS AND TECHNOLOGY BOARD OF GOVERNORS REGULAR MEETING Public Session - MINUTES

Date: May 14, 2014

Location: 2nd Floor Classroom, Centre for Food, Whitby Campus

Members Present: Ron Chatterton, chair
Dan Borowec
Thomas Coughlan
Garry Cubitt
Darren Fisher
Renate Ilse
Don Lovisa, president (ex-officio)
Paul Macklin
Zain Shafique
Mary Simpson
Judith Spring

Members Absent: Pierre Tremblay, vice-chair
Doug Allingham
Kevin Dougherty
Joanne Dykeman
Donna Raetsen-Kemp, on leave

Staff Present: Scott Blakey, vice-president, Administration
Jennifer Clark, board secretary
Tony Doyle, chief of staff
Nevzat Gurmen, vice-president, Corporate Services & CFO
Meri Kim Oliver, vice-president, Student Affairs
Judy Robinson, vice-president, Academic

1. CALL TO ORDER

With quorum present, the meeting was called to order at 6:32 p.m.

2. INTRODUCTION OF GUESTS

The following guests were in attendance:

Chetan Sehgal, Marcus Sconci and Rob Wilkes of BDO Canada; Darrin Caron, principal/dean, Whitby Campus; Ken Lomp and Gary Weaver, OPSEU; Kristin Callis, Metroland; Rashmi Gupta, Manager, Office of Research Services and Innovation; and, Doug Wilson, student governor-elect.

3. ADDITIONS/DELETIONS TO THE AGENDA

None.

4. CONFLICT OF INTEREST DECLARATIONS

None declared.

5. PRESENTATIONS

5.1. Fraud Identification and Prevention

The presentation was given by the college's external auditors to provide information to the Board, not in response to any concerns. There are few known cases of fraud in the college sector. The presentation highlighted the importance of the segregation of financial duties and the profile of employees most commonly associated with fraud.

ACTION: Board secretary to post presentation on Board Portal.

5.2. Update on Whitby Campus

A brief history of the Whitby Campus was provided, culminating in the opening of the Centre for Food and celebration of the 20th anniversary of the Whitby Campus. Significant modernization and campus development directly supporting teaching and learning programs was highlighted. Centre for Food has allowed for expansion of programming beyond apprenticeships, changing the student population, attracting more women and younger students directly from secondary school. This has required a shift in services required to support the student experience. The "field to fork" vision supports integration of programs to provide an interdisciplinary experience. Events hosted in the new building have helped the college to connect even more with the community.

6. CONSENT AGENDA

The following comprise the Consent Agenda:

- 7. Minutes of the previous meeting, for approval.
THAT the minutes of the Board of Governors meeting of April 9, 2014 public session be approved as read.
- 10.1. President's Report, Durham College, for information.
- 11. Committee Reports, Executive Committee Report 4, for information
- 12. Continuing Business, Program Advisory Committee Minutes, for information.
- 13.1. Approval of New Programs of Instruction, for approval.

**THAT the Durham College Board of Governors approves the postsecondary program of instruction for the Advertising-Digital Media Management graduate certificate program; and,
THAT the Durham College Board of Governors approves the Continuing Education program of instruction for Teaching Adult Literacy; and,
THAT the Durham College Board of Governors approves the granting of a Durham College Certificate in Technical Millwright Skills.**

Moved By Governor Coughlan

Seconded By Governor Shafique

THAT the Board of Governors approves the consent agenda as presented.

CARRIED.

7. APPROVAL OF MINUTES OF THE BOARD OF GOVERNORS MEETING of April 9, 2014

Approved under the Consent Agenda.

8. ACTIONS ARISING FROM PREVIOUS MINUTES

No actions arising from previous minutes were addressed.

9. CHAIR`S REPORT

No report.

10. PRESIDENT`S REPORT

10.1. Durham College

Received under the Consent Agenda.

10.2. Committee of Presidents Meeting of May 12, 2014

Call for a provincial government election has put all policy decisions on hold; this affects the Strategic Mandate Agreement, applications for capital expansion funds, and credit transfer policy; specific to DC, this also affects mortgage renewals. Capital expansion application process will proceed, but no discussion or decisions will take place. Items in progress at the time the writ dropped will be concluded, including agreement regarding international students, library services funding and program approvals.

11. COMMITTEE REPORTS

11.1. EXECUTIVE COMMITTEE Report 4 of April 28, 2014

Approved under the Consent Agenda.

12. CONTINUING BUSINESS

12.1. Program Advisory Committee Minutes (Our Students)

Approved under the Consent Agenda.

13. NEW BUSINESS

13.1. Approval of New Programs of Instruction (Our Students)

Approved under the Consent Agenda.

13.2. Receive Key Performance Indicators (KPI) Report

KPI results for Graduate Employment and Graduation Rate are above the system average by 2.1% and 1.3% respectively while Employer Satisfaction is same as the system average. Student Satisfaction and Graduate Satisfaction are below the system average by 2.0%, and 1.9% respectively. Graduate Satisfaction, Graduate Employment, Graduation Rate and Student Satisfaction are above the college's results from the previous year by 2.4%, 1.8%, 1.0% and 0.5% respectively, while Employer Satisfaction is below results from the previous year by 2.8%.

Over the next few months schools drill-down to program level detail and develop strategies for improvement to be implemented in the next academic year.

Moved By Governor Cubitt

Seconded By Governor Shafique

THAT the Durham College Board of Governors receives the Key Performance Indicators Update for information.

CARRIED.

13.3. Approval of 2014-2015 Business Plan

The Business Plan aligns with the 2013-2016 Strategic Plan and the Strategic Mandate Agreement recently signed with the Ministry. Objectives for 2014-2015 have been identified to contribute to achievement under the same four broad goals as the previous year.

Moved By Governor Fisher

Seconded By Governor Simpson

THAT the Board of Governors approves the Durham College 2014-2015 Business Plan.

CARRIED.

13.4. Announcement of 2014-2015 Chair and Vice-Chair Election Results

Governor Chatterton was acclaimed as chair and Governor Tremblay was acclaimed as vice-chair, each for one-year terms commencing July 1, 2014.

14. OTHER BUSINESS

No other business.

15. INQUIRIES AND COMMUNICATIONS

16. UPCOMING EVENTS

The chair drew attention to the upcoming Board of Governors and Program Advisory Committee Chairs Roundtable scheduled for June 4 at the Centre for Food and Convocation on June 19 and 20 at the GM Centre.

17. MOVE TO IN-CAMERA SESSION

Durham College by-law No. 1. provides for the Board of Governors to address, in-camera, items of corporate business respecting human resources or litigation matters, confidential items covered under the Freedom of Information and Protection of Privacy Act and, items that the Board deems to be confidential to the College.

Moved By Governor Cubitt

Seconded By Governor Coughlan

THAT the Durham College Board of Governors move in-camera to address 11 items of business.

CARRIED.

18. ADJOURNMENT

The Board returned to public session at 9:09 p.m.

Moved by Governor Ilse

Seconded by Governor Fisher

THAT the May 14, 2014 meeting of the Board of Governors adjourn.

CARRIED.

The meeting adjourned at 9:09 p.m.



Ron Chatterton, chair



Jennifer Clark, secretary