



DURHAM COLLEGE OF APPLIED ARTS AND TECHNOLOGY BOARD OF GOVERNORS REGULAR MEETING PUBLIC SESSION MINUTES

Date: Wednesday, October 12, 2016
Location: DC Boardroom, Gordon Willey Building, A-144

Members Present: Pierre Tremblay, Chair
Doug Allingham
Dan Borowec, Vice-Chair
Nneka Bowen
Ryan Cullen
Ivan DeJong
Kevin Griffin
Kristi Honey
Michele James
Rick Johnson
Don Lovisa, President
Bart Lucyk
Paul Macklin
Heather Quantrill
Steve Stewart
Jim Wilson
Melissa Pringle, Corporate and Board Secretary (non-voting)

Members Absent: Debbie McKee Demczyk

Staff Present: Helene Asselbergs, Chief of Staff
Scott Blakey, Chief Administrative Officer
Meri Kim Oliver, Vice-President, Student Affairs
Elaine Popp, Vice-President, Academic
Janse Tolmie, Associate Vice-President, IT Services and Chief Information Officer

1. CALL TO ORDER

With quorum present, the meeting was called to order at 7:22 p.m.

2. INTRODUCTION OF GUESTS

The Chief Administrative Officer introduced the following guests:

Alan Dunn, Associate Vice-President, Facilities and Ancillary Services

Carol Beam, Executive Director, Communications and Marketing

Stephanie Ball, Executive Dean, School of Justice and Emergency Services

3. ADDITIONS/DELETIONS TO THE AGENDA

None.

4. CONFLICT OF INTEREST DECLARATIONS

None.

5. PRESENTATIONS

5.1 Carol Beam, Executive Director, Communications and Marketing to Provide an Update on the 50th Anniversary Celebrations

The Executive Director, Communications and Marketing provided an update on the college's 50th anniversary celebrations noting the theme is "The Start of Something Amazing". The College has begun planning by a creating website, videos of notable alumni and a brand took kit.

Activities are being planned in collaboration with Colleges Ontario and will include an amazing fund, a speaker's series and a bus tour. An events calendar has been created highlighting new and annual events which will incorporate 50th anniversary celebrations. A special homecoming weekend and gala is scheduled for September 2017.

The Board questioned the Executive Director, Communications and Marketing.

5.2 Alan Dunn, Associate Vice-President, Facilities and Ancillary Services to Provide an Update on the Centre for Collaborative Education

The Associate Vice-President, Facilities and Ancillary Services provided an update on the Centre for Collaboration noting functional reviews with stakeholders have been completed, the Guaranteed Maximum Price Report had been received and reviewed by a cost consultant, a project manager from P2i Strategies had been hired, and site plan applications had been submitted to the City of Oshawa for approval.

The Associate Vice-President, Facilities and Ancillary Services reviewed the architectural renderings and advised next steps include accepting the Guaranteed Maximum Price report and awarding Phase 2 of the contract, or going to tender with the designs.

The Board questioned the Associate Vice-President, Facilities and Ancillary Services.

6. CHAIR`S REPORT

Governor James was presented with her gift bag as she was unable to attend the Hail and Farewell event in September.

Governor Borowec was thanked for attending the employee appreciation awards on October 6, 2016, an event that is exceptionally well-attended and tremendously meaningful to the employees at the College.

Governors were encouraged to complete the Responding to Sexual Violence on Campus Training Module by December 1, 2016 to comply with Bill 132.

Governors were encouraged to commit to the Board retreat being held at the Briars from February 3 to 5, 2017.

It was announced that Governor Bowen had accepted a new position with RBC and she will not be seeking reappointment for a second term. Governor Bowen was thanked for her contribution to the Board.

7. CO-POPULOUS GOVERNORS' REPORT

Governor Borowec advised that an infrastructure announcement would be made on October 13, 2016 at 1:00 p.m.

Governor Allingham reported there had been no Board meeting since the summer.

Governor Tremblay stated that an informal dinner with the Chairs and Vice-Chairs of both Boards would be occurring in the near future.

8. CONSENT AGENDA

Moved By Governor Johnson

Seconded By Governor Honey

That all items listed under the heading of consent agenda be adopted as recommended.

CARRIED

8.1 Approval of the Minutes of the Board of Governors Meeting of June 13, 2016

That the public minutes of the Board of Governors meeting held on June 13, 2016, be approved.

8.2 Public Report of the Executive Committee Meeting of September 12, 2016

That all actions taken at the Executive Committee meeting held on September 12, 2016 be adopted as recommended, and the affirmative results of the e-vote conducted on September 13, 2016 concerning the posting of the 2016-2017 accessibility plan be ratified.

8.3 Public Report of the Governance Review Committee Meeting of September 19, 2016

That all actions taken at the Governance Review Committee meeting held on September 19, 2016 be adopted as recommended, and the minutes be approved as read.

8.4 Durham College President's Report - October 2016

That Report BOG-2016-16 providing the President's report on college activities and initiatives from July to September 2016, be received for information.

8.5 Program Advisory Committee Minutes - March to June, 2016

That Report BOG-2016-14 providing the minutes of Program Advisory Committee meetings held March 7 to June 20, 2016, be received for information.

8.6 Formal Appointment of New Chief of Staff

That Helene Asselbergs be appointed the new Chief of Staff in the Office of the President effective August 22, 2016.

8.7 Durham College Foundation Directors for 2016-2017

That BOG-2016-12, providing a listing of Directors of the Durham College Foundation for 2016-2017 be received for information.

8.8 Student Association Audited Financial Statements for 2015-2016

That Report BOG-2016-21 presenting the Student Association audited financial statements for 2015-2016, be received for information.

9. DISCUSSION ITEMS

9.1 Approval of New Programs of Instruction

The Vice-President, Academic and Executive Dean, School of Justice and Emergency Services provided an overview of two new programs of instruction, Pre-Health Sciences Pathway to Certificates to Diplomas and Pre-Health Sciences Pathway to Advanced Diplomas and Degrees.

In 2012, the Ontario College Heads of Health Sciences submitted a project proposal to the Ontario Council on Articulation and Transfer Innovation with the goal of widening the opportunities for graduates of college pre-health sciences programs.

The project resulted in a recommendation to the Ministry of Advanced Education and Skills Development to develop program standards for two new pre-health program streams, and in 2016 the new program standards were released. The College actively participated in the consultation process with the goal of increasing student mobility.

The Board questioned the Vice-President, Academic and the Executive Dean, School of Justice and Emergency Services.

Moved By Governor DeJong

Seconded By Governor Macklin

That in accordance with Report BOG-2016-09, the two proposed Ontario College certificate programs of instruction listed below be approved:

- Pre-Health Sciences Pathway to Certificates and Diplomas
- Pre-Health Sciences Pathway to Advanced Diplomas and Degrees

CARRIED

9.2 Recommendation to Suspend a Program of Study

The Vice-President, Academic provided an overview of Report BOG-2016-10, recommending suspension of the Ontario College Diploma, Journalism-Web and Print effective September 2017.

Durham College currently offers two journalism diploma programs: Journalism – Web and Print and Journalism – Broadcast and Electronic Media. In response to industry changes and employer expectations, the College is going to amalgamate the two offerings into a single diploma program. While the Journalism – Web and Print program will be suspended, the Journalism-Broadcast and Electronic Media program will remain active under a newly approved title, Journalism-Mass Media.

The Board questioned the Vice-President, Academic.

Moved By Governor Stewart

Seconded By Governor Allingham

That in accordance with Report BOG-2016-10, the Ontario College Diploma, Journalism-Web and Print (MTCU Code 52005/APS 01029) be suspended for future intake effective September 2017. CARRIED

9.3 Sexual Violence Policy and Protocol

The Vice-President, Student Affairs provided an update on the sexual violence policy and protocol and highlighted the key changes.

In response to questions at the spring Board meeting concerning how Brandon University required both the accused and alleged victim to sign a contract prohibiting them to speak about the incident, the Vice-President, Student Affairs advised that law in Ontario is different. The College will keep the disclosure confidential; however, whomever the alleged victim tells is up to them.

All students and employees are expected to participate in training on sexual violence by December 1, 2016, with the numbers to be reported to the Ministry.

The Board questioned the Vice-President, Student Affairs.

Moved By Governor DeJong

Seconded By Governor Johnson

1. That the Sexual Violence policy and protocol be approved; and,
2. That the Board of Governors complete the sexual violence training modules to ensure that Durham College meets regulatory requirements.

CARRIED

9.4 Enrolment Update Report

The Vice-President, Student Affairs and Vice-President, Academic presented the initial enrolment report, noting that in 2016 the college system witnessed a decline in overall applications of 2.9%. Durham College experienced a decline of only 1.48% overall and subsequently, a small decrease of domestic enrolment of 2.1% or 77 fewer students as of September 19, 2016 as compared to September 2015.

Total enrolment as of September 19 including new and returning students, domestic and international, is 10,784 which represents an increase of 146 students over the total enrolment in September 2015.

The Board questioned President Lovisa, the Vice-President, Academic and the Vice-President, Student Affairs.

Moved By Governor Griffin

Seconded By Governor Lucyk

That Report BOG-2016-19 providing an enrolment update, be received for information. CARRIED

9.5 2016-2017 Business Plan Update

The Chief of Staff provided on an update on the 2016-2017 Business Plan, noting the plan was approved in April 2016 and all areas of the College were engaged to provide a comprehensive update on the status of each of the 49 objectives.

Moved By Governor Quantrill

Seconded By Governor Honey

That Report BOG-2016-15, providing an update on the 2016-2017 Business Plan be received for information. CARRIED.

9.6 Update on Strategic Planning Process

The Chief of Staff provided an update on the strategic planning process, noting approximately 1,000 people have been engaged in the process.

The feedback received seems to suggest the mission statement should remain unchanged, the modified wording for the vision statement is the preferred option, and the value statements should be updated to include collaboration.

A retreat will be held with the Durham College Leadership Team in November 2016, and a similar workshop will be held with the Board at its retreat in February. The goal is to launch the plan in April 2017.

The Board questioned President Lovisa and the Chief of Staff.

10. OTHER BUSINESS

None.

11. UPCOMING EVENTS

The following events were highlighted:

Scotiabank Toronto Waterfront Marathon - Sunday, October 16, 2016 from 8 a.m. to 3 p.m., Toronto Waterfront/Lakeshore Road

Fall Convocation Ceremony- Thursday, October 27, 2016 at 5:30 p.m., General Motors Centre, Oshawa

Durham College Alumni Networking Tour and Tasting - Thursday, November 10, 2016 from 6 p.m. to 9 p.m., Brock Street Brewery, 1501 Hopkins Street, Whitby. Tickets are \$5 for alumni and \$10 for guests.

Fall Open House - Saturday, November 12, 2016 from 10 a.m. to 2 p.m. at the Oshawa and Whitby campuses and the Pickering Learning Centre

College Centre for Board Excellence Webinar on the Duties and Obligations of Governors - Tuesday, October 18, 2016 from 12 p.m. to 1:30 p.m. or Thursday, October 27, 2016 from 8 a.m. to 9:30 a.m. (no cost to register)

College Centre for Board Excellence Good Governance Session - Saturday, November 19, 2016 from 9 a.m. to 3:30 p.m. at the Sheraton Centre, Toronto (no cost to register)

College Centre for Board Excellence Introduction to Risk Management Parts 1 and 2 (part of Advanced Good Governance certificate) - Sunday, November 20, 2016 from 8:15 a.m. to 11:30 a.m., Sheraton Centre, Toronto (no cost to register)

Governor Appreciation Event - Wednesday, December 7, 2016 at 6:30 p.m., Centre for Food

12. 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 Johnson

Seconded By Governor Dejong

That the Durham College Board of Governors proceed in-camera after a short recess.
CARRIED.

The Board went in-camera at 9:06 p.m.

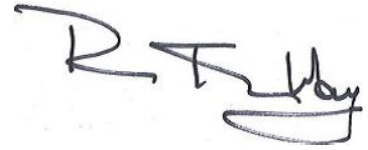
The Board rose from the in-camera session at 9:49 p.m.

13. ADJOURNMENT

Moved By Governor DeJong
Seconded By Governor Honey

That the October 12, 2016 meeting of the Durham College Board of Governors be adjourned. CARRIED

The meeting adjourned at 9:50 p.m.



Pierre Tremblay

Board Chair



Melissa Pringle

Corporate and Board Secretary