



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

Date: Wednesday, December 14, 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
Debbie McKee Demczyk
Steve Stewart
Jim Wilson
Melissa Pringle, Corporate and Board Secretary (non-voting)

Members Absent: Heather Quantrill

Staff Present: Helene Asselbergs, Chief of Staff
Scott Blakey, Chief Administrative Officer
Barbara MacCheyne, Chief Financial Officer
Linda Marco, Associate Vice-President, Office of Development and Alumni Affairs
Meri Kim Oliver, Vice-President, Student Affairs
Elaine Popp, Vice-President, Academic

1. CALL TO ORDER

With quorum present, the meeting was called to order at 6:00 p.m.

2. INTRODUCTION OF GUESTS

The Chief Administrative Officer introduced the following guests:

- Jeff Zakoor, Professor, School of Business, IT & Management and School of Interdisciplinary Studies
- Marianne Marando, Executive Dean, School of Business, IT & Management
- Rashmi Gupta, Manager, Institutional Research and Planning

3. ADDITIONS/DELETIONS TO THE AGENDA

A student experience graphic was added as Item 5.4, under presentations.

4. CONFLICT OF INTEREST DECLARATIONS

None.

5. PRESENTATIONS

5.1 Jeff Zakoor to present an overview of the General Arts and Science - Student Success Pathway Program

Jeff Zakoor presented an overview of the General Arts and Science Student Success Pathway Program, noting the program was developed to address student retention at UOIT, to leverage the existing relationship between DC/UOIT, to promote the College learning environment and to offer a dual credential. The Program is a 14-week academic boot camp offered in the summer that if completed with an overall average of 70 per cent allows students to return to UOIT where they left off. The pilot program had an original enrolment target of 40 students; 97 students enrolled in the program and 51 students achieved the 70 per cent overall average required to return to UOIT in the fall. In total, sixteen UOIT programs were represented. Success monitoring is now underway, and the team is planning for 2017.

The Board questioned Jeff Zakoor.

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 Collaborative Education noting the following accomplishments to date:

- The design-builder has mobilized on-site;
- The Outreach Centre and foodbank have relocated into the Student Association building;
- Interior hoarding has been installed to segregate the work area and provide protection to students and faculty;
- The east parking lot has been closed and electric vehicle chargers have been relocated;
- Exterior hoarding has been installed to identify site parameters;
- A ground breaking toast was held on November 25, 2016; and,
- Eastern Construction has awarded subcontracts for tree clearing excavation/backfill and concrete formwork/rebar.

Next steps include:

- Seeking clarification on insurance coverage with the goal to achieve savings;
- Assessing development charges with the City of Oshawa;
- Executing the Guaranteed Maximum Price contract the week of December 13, 2016;
- Finalizing the mechanical design for the chilling system;
- Continuing to define design items with end users;
- Beginning to build the fixtures, furnishings and equipment requirements for pricing.

5.3 Presentation of Good Governance Certificates of Completion

Debbie McKee Demczyk was presented the Advanced Good Governance certificate.

Ryan Cullen, Michele James and Bart Lucyk were presented Good Governance certificates.

5.4 Student Experience Graphic

The President presented a student experience graphic that was prepared from comments received by a student panel at the Durham College Leadership Team retreat in November. An artist was hired and prepared the rendering as the student's spoke at the retreat. The leadership team found it very rewarding to hear the student's talk about their positive experiences at the College.

6. CHAIR'S REPORT

The Chair reported on four items of interest:

1. The 2016 Higher Education Summit held November 20 to 21, 2016; Governors who attended offered their thoughts on the summit;
2. The ground breaking toast for the Centre for Collaborative Education held on November 25, 2016;
3. The W. Galen Weston event held on November 1, 2016; and,
4. The Building Something Amazing dinner hosted on October 26, 2016 with former Board Chairs, noting it was very successful in terms of raising funds for the Centre for Collaborative Education and leveraging connections for the College.

7. CO-POPULOUS GOVERNORS' REPORT

Governor Allingham reported the new Software and Informatics Research Centre (SIRC) is currently on budget and scheduled for completion in November 2017, and that a Presidential Search Committee has been established and he is one of the community members on the panel.

8. CONSENT AGENDA

The Board asked questions regarding the accreditation model and college fiscal pressures referenced in Item 8.3, Committee of Presidents Report. In response to the questions, the President explained the difference between the accreditation model and the program quality assurance process audit. The President further advised Colleges Ontario would be implementing a communications strategy to highlight public policy issues and the College's fiscal pressures.

The Board asked questions regarding Item 8.4, Sexual Violence and Harassment Action Plan Implementation, specifically if all vendors and subcontractors are required to take sexual violence training. In response to the question, the Vice-President, Student Affairs advised under the legislation sexual violence training is required for all vendors, contractors and subcontractors. The training does not have to be the module provided by the College, but companies are required to provide training.

Moved By Governor DeJong

Seconded By Governor Stewart

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 October 12, 2016

That the public minutes of the Board of Governors meeting held on October 12, 2016, be approved as read.

8.2 Durham College President's Report - December 2016

That Report BOG-2016-34, providing the President's report on College activities and initiatives from September to November 2016, be received for information.

8.3 Committee of Presidents Report - November 2016

That BOG-2016-32, providing a summary of the Committee of Presidents meeting held on November 20, 2016, be received for information.

8.4 Sexual Violence and Harassment Action Plan Implementation Report

That based on Report BOG-2016-38, the President certify Durham College is in full compliance with the requirements set out in subsections 17(3) and (4) of the *Ministry of Training, Colleges and Universities Act*, and section 2, subsections 3(1) and (2), section 4 and section 5 of O. Reg 131/16 (Sexual Violence at Colleges and Universities).

9. DISCUSSION ITEMS

9.1 Strategic Mandate Agreement Report Back

The Dean, Research Services reported Strategic Mandate Agreements (SMAs) between individual colleges and the Ministry of Advanced Education and Skills Development outline the role that each college currently performs in the post-secondary education system, and how each college will build on its current strengths to achieve its vision and help drive the Ministry's differentiation policy framework.

The 2015-2016 SMA report back provides information on six components:

1. Jobs, innovation and economic development
2. Teaching and learning
3. Student population
4. Program offerings
5. Institutional collaboration to support student mobility
6. Financial sustainability

In total, over 30 highlights are provided in the report back and the report demonstrates positive results, including an employer satisfaction rate of 92.2 per cent, as well as improvements over last year in student retention from first to second year, which currently stands at 83.16 per cent.

The College is taking steps to improve, including the establishment of a cross-college Key Performance Indicator Taskforce and Enrolment Advisory Committee.

The Board questioned the Dean, Research Services.

Moved By Governor Borowec

Seconded By Governor Allingham

That in accordance with Report BOG-2016-39, the 2015-2016 Strategic Mandate Agreement Report Back, be received for information. CARRIED

9.2 Program Health Matrix 2.0 and School Snapshot

The Vice-President, Academic, the Executive Dean, School of Business, IT & Management and the Manager, Institutional Research and Planning provided an overview of the Program Health Matrix 2.0 tool including its purpose, the program performance factors considered, the program sustainability factors considered and the approach used with Program Coordinators to discuss the overall health of their programs.

The Board questioned the Vice-President, Academic, the Executive Dean, School of Business, IT & Management and the Manager, Institutional Research and Planning.

Moved By Governor Johnson

Seconded By Governor Honey

That Report BOG-2016-35, providing an update on the use of the Program Health Matrix 2.0, be received for information. CARRIED

9.3 Government Relations Update

The Chief of Staff provided an overview of the government relations landscape at the Federal, Provincial and local levels, noting major themes include infrastructure, entrepreneurship, skills development, transferability, applied research, indigenous learners and mental health.

10. OTHER BUSINESS

None.

11. UPCOMING EVENTS

The following events were highlighted:

- Holiday Closure - Thursday, December 22 (4:30 p.m.) to Monday, January 2 (8:00 a.m.)
- Governor Check-In and Teambuilding Event - January 11, 2017 at 5:30 p.m., Robert McLaughlin Gallery, Arthur's on the 4th
- Durham College Alumni Night with the Oshawa Generals - January 13, 2017, 7:00 p.m., Tribute Communities Centre, Tickets are \$25.00
- Board Retreat - February 3 to 5, 2017, Briars Resort

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 DeJong

Seconded By Governor James

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

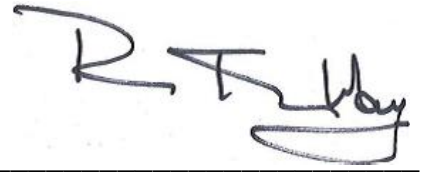
CARRIED

The Board went in-camera at 8:05 p.m.

The Board rose from the in-camera session at 9:15 p.m.

13. ADJOURNMENT

The meeting ended at 9:22 p.m.



Pierre Tremblay
Board Chair



Melissa Pringle
Corporate and Board Secretary