



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

Date: Wednesday, May 10, 2017

Location: Whitby Campus, Room 11-09

Members Present: Pierre Tremblay, Chair
Dan Borowec, Vice-Chair
Doug Allingham
Ivan DeJong
Kevin Griffin
Kristi Honey
Michele James (entered the meeting at 6:51 p.m.)
Rick Johnson
Don Lovisa, President
Bart Lucyk
Paul Macklin
Debbie McKee Demczyk
Heather Quantrill
Steve Stewart
Jim Wilson
Melissa Pringle, Corporate and Board Secretary (non-voting)

Members Absent: Nneka Bowen
Ryan Cullen

Staff Present: Helene Asselbergs, Chief of Staff
Carol Beam, Executive Director, Communications and Marketing
P. Bishop, Executive Director, Strategic Enrolment Services
Alan Dunn, Associate Vice-President, Facilities and Ancillary Services
Barbara MacCheyne, Chief Financial Officer
Meri Kim Oliver, Vice-President, Student Affairs
Elaine Popp, Vice-President, Academic
Janse Tolmie, Chief Information Officer

1. **CALL TO ORDER**

With quorum present, the meeting was called to order at 6:07 p.m.

2. **INTRODUCTION OF GUESTS**

The Chief Financial Officer introduced the following guests:

- David Baranowsky, Graduate of the Mechanical Technician – Millwright Program
- Susan Todd, Dean, School of Science and Engineering Technology
- Lisa White, Director, Strategic Enrolment Services – Student Recruitment & Admission Services
- Rashmi Gupta, Manager, Institutional Research and Planning
- Kimberly Boss, Pathways & Credit Transfer Coordinator

3. **ADDITIONS/DELETIONS TO THE AGENDA**

None.

4. **CONFLICT OF INTEREST DECLARATIONS**

None.

5. **PRESENTATIONS**

5.1 **David Baranowsky, Graduate of the Mechanical Technician - Millwright Program to Share his Experience as a Durham College Student**

David Baranowsky shared his positive experience as a Durham College student in the Mechanical Technician – Millwright Program.

The Board questioned David Baranowsky.

5.3 **Carol Beam, Executive Director, Communications and Marketing to Present an Update on the Website Redesign**

The Executive Director, Communications and Marketing presented an update on the College's website redesign project, highlighting key features and functionality. The new website will be launched in August 2017.

The Board questioned the Executive Director, Communications and Marketing.

5.2 Kimberly Boss, Pathways & Credit Transfer Coordinator to Discuss Changes to Transfer Credits and PLAR

The Pathways & Credit Transfer Coordinator presented an overview of recent improvements to the College's credit transfers and prior learning assessment and recognition program, including improved awareness of credit transfer opportunities for students and staff, the development of a credit transfer evaluation guide and the development of a credit transfer database to support a more transparent and equitable evaluation process. Next steps for process improvements include integration of online application for credit transfer with corresponding banner forms and web registration, the introduction of reporting functionality in the credit transfer portal and planning to further enhance the credit transfer process for applicants with prior post-secondary education.

The Board questioned the Pathways & Credit Transfer Coordinator.

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

The Associate Vice-President, Facilities and Ancillary Services presented an update on the Centre for Collaborative Education, highlighting accomplishments to date and next steps including continuing to assess development charges with the City of Oshawa, finalizing furniture and equipment reviews with end user groups, installing the structural steel and reviewing the emergency electrical power supply feasibility study.

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

Governor James entered the meeting.

5.5 ACE/DC Centre for Firefighting Research and Education Video

An ACE/DC Centre for Firefighting Research and Education video was shown.

5.6 Michele James to be Presented the Advanced Good Governance Certificate

Governor James was presented with her advanced good governance certificate.

6. CHAIR'S REPORT

The following items were discussed:

- Governor Griffin was congratulated on his new position as the coordinator of the paramedic program.
- Governors who attended the CICan Conference in Ottawa offered their reflections on the conference.
- That the 2017-2020 strategic plan was formally launched at the employee town hall event on May 4, 2017.
- Governor Tremblay offered reflective remarks on his tenure as a Board member and Governor Borowec thanked Governor Tremblay for his six years of service to the Durham College community.

7. CO-POPULOUS GOVERNORS' REPORT

Governor Allingham provided the co-populous report noting UOIT held a board meeting on May 3, 2017 and discussed issues related to the student association, the presidential search, risk management, the annual budget, the strategic mandate agreement and the new SIRC building.

8. CONSENT AGENDA

Moved By Governor Honey

Seconded By Governor Macklin

"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 April 12, 2017

That the public minutes of the Board of Governors meeting of April 12, 2017, be approved as read.

8.2 Appointment of Election Dispute Committee and Election Appeal Committee - Administrative Staff Governor Election

That an Election Dispute Committee and Election Appeals Committee be appointed for the duration of the nomination, campaign, election, disputes and appeals period plus ten (10) business days as outlined in By-law No. 4 (Section 4) for the administrative staff governor election to commence on May 15, 2017.

8.3 President's Report - April and May 2017

That Report BOG-2017-81, providing the President's report on College activities and initiatives in April and May 2017, be received for information.

8.4 Centre for Collaborative Education Update

That Report BOG-2017-82, providing an update on the Centre for Collaborative Education, be received for information.

9. DISCUSSION ITEMS

9.1 Provincial Key Performance Indicators (KPIs) - 2016-2017 Results

The Vice-President, Academic and the Manager, Institutional Research and Planning presented the results of the 2016-2017 Key Performance Indicator (KPI) survey, noting the College's KPI results for 2016-2017 are generally comparable to the KPI results for 2015-2016 with reference to the margins of error for each year. Graduate employment, employer satisfaction and graduation rate for the College are above system average by 1.2%, 2.6% and 1.4% respectively. Student satisfaction and graduate satisfaction are below the system average by 1.2% and 2.6% respectively. Three of the five KPI results are above our own results from last year, with two of the KPI results decreasing.

The Board questioned the Vice-President, Academic and Manager, Institutional Research and Planning.

Moved By Governor DeJong

Seconded By Governor Allingham

"That Report BOG-2017-76 concerning the key performance indicator data for the 2016-2017 release year, be received for information." CARRIED

9.2 DC/UOIT Academic Pathways Report for 2016-2017

The Vice-President, Academic and the Manager, Institutional Research and Planning presented the annual report on DC/UOIT Academic pathways, which showed increased mobility numbers between the two institutions and highlighted the main programs of interest.

The Board questioned the Vice-President, Academic and Manager, Institutional Research and Planning.

Moved By Governor Wilson

Seconded By Governor Quantrill

“That Report BOG-2017-77 providing the DC-UOIT Academic Pathways update for 2016-2017, be received for information.” CARRIED

9.3 Approval of New Program of Instruction - Civil Engineering Technician and Civil Engineering Technology

The Vice-President, Academic and the Dean, School of Science and Engineering Technology presented two new programs for approval: Civil Engineering Technician and Civic Engineering Technology and provided an overview of the program, career outcomes, strategic fit, labour demand and graduate employment possibilities and the capital requirements required for each program.

The Board questioned the Vice-President Academic and the Dean, School of Science and Engineering Technology.

Moved By Governor Allingham

Seconded By Governor Quantrill

“That in accordance with Report BOG-2017-75, the proposed Ontario College Diploma and Ontario College Advanced Diploma programs of instruction listed below be approved:

- Civil Engineering Technician
- Civil Engineering Technology.” CARRIED

9.4 Business Plan for 2017-2018

The President presented the final 2017-2018 business plan for approval and highlighted the objectives driving measurable actions in the “our students”, “our people”, “our business” and “our community” pillars. The business plan supports the objectives in the strategic plan and was developed with input, direction, review and guidance representing all departments and areas of operation on campus.

Moved By Governor Stewart

Seconded By Governor Wilson

“That pursuant to Report BOG-2017-79, the 2017-2018 Business Plan be approved.” CARRIED

9.5 President's Responsibilities, Accountabilities and Performance

The President presented a framework for evaluating annual performance, noting his goals are to deliver a balanced budget, successfully complete 90% of the business plan objectives, to represent the College professionally, ethically and responsibly and to strategically advance the College. The performance tools available to the Board were reviewed and performance pay allocation was discussed.

Moved By Governor Johnson

Seconded By Governor Honey

"That based on Report BOG-2017-88, the framework for evaluating the President's annual performance be approved." CARRIED

10. OTHER BUSINESS

None.

11. UPCOMING EVENTS

The following event was highlighted:

- Spring Convocation - June 12 to 14, 2017 – Tribute Communities Centre

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 Macklin

Seconded By Governor Wilson

"That the Board of Governors move in-camera after a short recess." CARRIED

The Board recessed at 8:22 p.m., and reconvened in-camera at 8:36 p.m.

The Board rose from the in-camera session at 9:06 p.m.

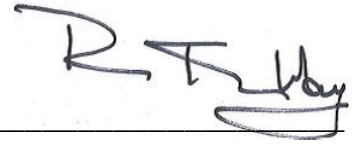
13. ADJOURNMENT

Moved By Governor DeJong

Seconded By Governor Honey

"That the May 10, 2017 meeting of the Board of Governors be adjourned." CARRIED

The meeting adjourned at 9:06 p.m.



Pierre Tremblay

Board Chair



Melissa Pringle

Corporate and Board Secretary