



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

Date: Wednesday, April 13, 2016
Location: DC Boardroom, Gordon Willey Building, A-144

Members Present: Pierre Tremblay, chair
Doug Allingham
Nneka Bowen
Ivan DeJong
Kevin Griffin
Kristi Honey
Rick Johnson
Don Lovisa, president
Paul Macklin (via telephone)
Heather Quantrill
Jim Wilson
Melissa Pringle, corporate and board secretary (ex-officio, non-voting)

Members Absent: Dan Borowec, vice-chair
Debbie McKee Demczyk
Charlie Qaqish
Steve Stewart

Staff Present: Scott Blakey, chief administrative officer
Tony Doyle, chief of staff
Barbara MacCheyne, chief financial officer
Meri Kim Oliver, vice-president, Student Affairs
Janse Tolmie, associate vice-president, Information Technology Services and chief information officer

1. CALL TO ORDER

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

2. INTRODUCTION OF GUESTS

The following guests were introduced: Ryan Cullen, Student Governor-Elect, Doug Wilson, community member, Val Gilham, program development manager, Continuing Education, Lee-Ann Strand, Office Administration, Field Placement Student, Madeline Bate, Office Administration, Field Placement Student, Rebecca Milburn, associate vice-president, Academic Planning, Michelle Mouton, manager, Distance Education, Michelle Cole, manager, Program Development and Quality Assurance, Chris Rocha, director, Financial Aid and Awards and Paul Bishop, Strategic Enrolment Services.

3. ADDITIONS/DELETIONS TO THE AGENDA

None.

4. CONFLICT OF INTEREST DECLARATIONS

No conflicts of interest were declared.

5. PRESENTATIONS

5.1 2016-17 Annual Budgets

An overview of the 2016-17 annual operating and capital budgets was provided, presenting a small surplus budget of \$300,000.

The Board questioned the Chief Financial Officer concerning the 2016-17 operating and capital budgets.

6. CONSENT AGENDA

The chair stated the following items included in the consent agenda:

Item 7 - Minutes of February 10, 2016

“That the public session minutes of the February 10, 2016 meeting of the Board of Governors be approved as read.”

Item 11.1 - President’s Report on Durham College (for information)

Item 11.2 – Colleges Ontario – Committee of Presidents, March 16, 2016 Meeting Summary (for information)

Item 13.1 – Program Advisory Committee Minutes

“That the minutes from Program Advisory Committee meetings held between September 29, 2015 and March 2, 2016, be received for information.”

Item 13.2 – Results on the E-Vote on the New Campus Recreation Mandatory Ancillary Fee

“That the new Campus Recreation mandatory ancillary fee of \$10.00 for the 2016-17 academic year be approved, and the results of the e-vote be ratified.”

Item 13.3 – MTCU Information on 2014-2015 SMA Report Back (for information)

Moved By Governor Allingham

Seconded By Governor DeJong

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

CARRIED.

With Governor Macklin participating by telephone, the vote was unanimous.

7. APPROVAL OF MINUTES OF THE BOARD OF GOVERNORS MEETING of February 10, 2016

Received under consent agenda.

8. ACTIONS ARISING FROM PREVIOUS MINUTES

None.

9. CHAIR'S REPORT

The upcoming board retreat was discussed, as well as the presentations by Governors on the outreach they did in the community concerning the future of the college.

Governor Johnson and Governor Honey were presented the honorary award for successfully completing the requirements of the certificate of good governance.

The resignation of Governor Robichaud was announced.

10. CO-POPULOUS GOVERNORS' REPORT

A UOIT Board meeting was held on March 9, 2016. The focus of the meeting was mainly administrative matters, the 2016-17 budget, declining enrolment and building strength and capacity within the university.

11. PRESIDENT'S REPORT

11.1 Durham College (All Pillars)

Received under the consent agenda.

11.2 Colleges Ontario - Committee of Presidents, March 16, 2016 Meeting Summary

Received under the consent agenda.

12. COMMITTEE REPORTS

None.

13. CONTINUING BUSINESS

13.1 Program Advisory Committee Minutes

Received under the consent agenda.

13.2 Results of the E-Vote on the New Campus Recreation Mandatory Ancillary Fee

Approved under the consent agenda.

13.3 MTCU Information on 2014-2015 SMA Report Back

Received under the consent agenda.

13.4 Summary of non-PSE Enrolment and Grant Revenue

A summary of non-PSE enrolments and the associated impact of grant revenues was provided.

The Board questioned the Chief Financial Officer concerning the summary of non-PSE enrolments.

Moved By Governor DeJong

Seconded By Governor Quantrill

That the report on the non-PSE enrolment and the associated impact of the grant revenues, be received for information.

CARRIED.

With Governor Macklin participating by telephone, the vote was unanimous.

14. NEW BUSINESS

14.1 2016-17 Annual Business Plan

As summary of the 2016-17 Business Plan was provided, noting the business plan includes 50 objectives identified to ensure both the Strategic Plan and the Strategic Mandate Agreement are completed.

The Board questioned President Lovisa concerning the 2016-17 Annual Business Plan.

Moved By Governor Johnson
Seconded By Governor Honey

That the Durham College 2016-2017 Business Plan, be approved.

CARRIED.

With Governor Macklin participating by telephone, the vote was unanimous.

14.2 Approval of New Continuing Education Programs of Instruction

Four new programs of instruction were reviewed: Editing, Emergency Communication, Health Care Administration, and Retirement Communities Management.

The Board questioned the associate vice-president, Academic Planning and the manager, Distance Education concerning the new programs of instruction.

Moved By Governor Wilson
Seconded By Governor Honey

That the programs of instruction for the Editing, Emergency Communication, Health Care Administration, and Retirement Communities Management programs, be approved.

CARRIED.

With Governor Macklin participating by telephone, the vote was unanimous.

14.3 Five-Year Program Plan

The five-year New Program Development Roster was reviewed, noting the plan is used for academic planning purposes. As programs are considered for addition to the college offerings, efforts are taken to ensure the impacts of future resource requirements, such as new and/or renovated academic space, IT assets, academic equipment and other capital needs, faculty and support staff needs, and library resources are all considered.

The Board questioned the manager, Program Development and Quality Assurance concerning the five-year program plan.

14.4 Notice of Board Meeting Details for May 11, 2016

Discussions occurred concerning the Board meeting on May 11, 2016 to be held in Northumberland County. A reception will be held from 4:00 p.m. to 5:00 p.m., followed by the Board meeting at 5:30 p.m. in the Council Chamber. Transportation to the meeting was discussed, with the Board to provide further direction.

14.5 Update on New Ontario Student Grant Program

An overview of the new Ontario Student Grant Program was provided, noting the program will be phased in over two academic years, and current grants and tax credits will be re-directed to provide a single up front Ontario Student Grant. The grant will provide funding equal to average tuition to low-income families, and the maximum debt will be capped at \$10,000 annually. In addition, institutions will be expected to provide “net billing” showing the actual cost of tuition after deducting institutional and OSAP grants, and Ontario will reduce expected parental contribution levels to better align with other Canadian jurisdictions.

The Board questioned the director, Financial Aid and Awards concerning the new Ontario Student Grant Program.

15. OTHER BUSINESS

None.

16. INQUIRIES AND COMMUNICATIONS

None.

17. UPCOMING EVENTS

The following events were noted:

- Research Day - April 28, 2016 beginning at 8:30 a.m. (SSB)
- Science Rendezvous - May 7, 2016 from 10:00 a.m. to 3:00 p.m. (Oshawa Campus)

18. 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 Griffin

Seconded By Governor Wilson

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

CARRIED.

With Governor Macklin participating by telephone, the vote was unanimous.

The meeting recessed at 7:35 p.m. and reconvened in-camera at 7:45 p.m.

The Board rose from the in-camera session at 9:18 p.m.

19. ADJOURNMENT

Moved By Governor Allingham

Seconded By Governor Bowen

That the Board of Governors meeting of April 13, 2016 be adjourned.

CARRIED.

With Governor Macklin participating by telephone, the vote was unanimous.

The meeting adjourned at 9:19 p.m.



Pierre Tremblay
Board Chair



Melissa Pringle
Corporate and Board Secretary