

**DURHAM COLLEGE OF APPLIED ARTS AND TECHNOLOGY  
MINUTES OF THE 415<sup>TH</sup> REGULAR MEETING (PUBLIC SESSION) OF THE  
BOARD OF GOVERNORS**

**DATE:** June 11th, 2008  
**TIME:** 6:00 p.m.

**PLACE:** Dining Room  
Oshawa Campus

**IN ATTENDANCE**

**GOVERNORS:** Phillip (Rocky) Simmons, Chair  
Gerry Warman, Vice Chair  
Joanne Burghardt  
Aileen Fletcher  
Carlee Fraser  
Pansy Goodman  
Karen Hodgins  
Doug McKay  
Deborah Kinkaid  
Michael Newell  
Bill Robinson  
Darrell Sewell  
Franklin Wu

**PARTICIPANTS:** Peter Berg  
Ron Bordessa  
Dave Broadbent  
Garry Cubitt  
Peter Dixon  
Allan Furlong  
Rick Majury  
Michael Martin  
Jim O'Donnell  
Greg Rohrauer  
Peter Williams

**PRESIDENT:** Don Lovisa

**SECRETARY:** Karen Spearing

**RECORDING  
SECRETARIES:** Erin Boniface  
April Winter

**REGRETS:**

**GOVERNORS:** Rhonda Christian  
Charlie Peel  
Michael Seymour

**PARTICIPANTS:** Peter Bagnall  
Kimberley Young

**CALL TO ORDER**

The Chair called the meeting to order at 6:12 p.m.

**INTRODUCTION OF GUESTS**

The Chair introduced Elgin Knopp, Vice-Chair, Special Olympics Games Operating Committee and Chair of the Special Olympics Fundraising Committee

Also in attendance were Olivia Petrie, Secretary to UOIT Academic Council and Brian Campbell, Dean of Graduate Studies at UOIT.

**ADDITIONS/DELETIONS TO THE AGENDA**

None were noted.

**CONFLICT OF INTEREST DECLARATIONS**

None were noted.

**PRESENTATIONS**

The Chair presented Margaret Greenley, Chair of the Operations Committee for the 2008 Provincial Spring Games of Special Olympics Ontario and Elgin Knopp, Vice-Chair of the 2008 Provincial Spring Games of Special Olympics Ontario and Chair of the Fundraising Committee with a formal token of recognition for their efforts in planning the Special Olympics.

**APPROVAL OF PREVIOUS MINUTES**

**MOTION** Moved by Joanne Burghardt Seconded by Michael Newell  
#  
"That the minutes of the 414<sup>th</sup> regular meeting of the Durham College Board of Governors, held May 14, 2008, be approved as presented."

CARRIED

**PRESIDENT’S REPORT**

The Board received the President’s Report for the month of May 2008 as information.

**COMMITTEE REPORTS**

**AUDIT AND FINANCE COMMITTEE**

**Ratification of Committee Actions – 2007-08**

**MOTION** Moved by Bill Robinson Seconded by Pansy Goodman  
#  
"That the Durham College Board of Governors ratify all actions taken by the Durham College Audit and Finance Committee, as captured in the minutes of such meetings, for the year 2007-08."

CARRIED

**EXECUTIVE COMMITTEE**

**Ratification of Committee Actions – 2007-08**

**MOTION** Moved by Darrell Sewell Seconded by Aileen Fletcher  
#  
"That the Durham College Board of Governors ratify all actions taken by the Durham College Executive Committee, as captured in the minutes of such meetings, for the year 2007-08."

CARRIED

**INTEGRATION COMMITTEE**

Governor Doug McKay reported that, from an operational perspective, the development of service level agreements is well underway and the first meeting of the Integration Committee would be scheduled in the near future.

**NOMINATING COMMITTEE**

**2008-09 Committee Membership**

**MOTION** Moved by Doug McKay Seconded by Darrell Sewell  
#

“That the Durham College Board of Governors appoint the following members of the Durham College Board of Governors to the Durham College Executive Committee for the year 2008-09:

Aileen Fletcher, Chair  
Garry Cubitt  
Doug McKay  
Michael Newell  
Darrell Sewell  
Gerry Warman  
President, Durham College (ex-officio)

CARRIED

**MOTION** Moved by Michael Newell Seconded by Pansy Goodman  
#

“That the Durham College Board of Governors appoint the following members of the Durham College Board of Governors to the Durham College Audit and Finance Committee for the year 2008-09:

Garry Cubitt, Chair  
Aileen Fletcher (ex-officio)  
Final Nominee for Board of Governors (yet to be determined)  
Karen Hodgins  
Fred Upshaw  
Gerry Warman  
President, Durham College (ex-officio)  
Chief Financial Officer (ex-officio)

CARRIED

**MOTION** Moved by Karen Hodgins Seconded by Deborah Kinkaid  
#

“That the Durham College Board of Governors appoint the following members of the Durham College Board of Governors to the Durham College Nominating Committee for the year 2008-09:

Michael Newell, Chair  
Rhonda Christian  
Aileen Fletcher (ex-officio)  
Pansy Goodman  
Nicole Schoep  
Judy Spring  
President, Durham College (ex-officio)”

CARRIED



*To act on any matter on behalf of the Board which may arise:*

- i. requiring such immediate attention that it is not practical to convene the full board;*
- ii. during periods when a quorum of the Board cannot be obtained.”*

CARRIED

### **Durham College 2008-09 Business Plan**

President Lovisa presented a report requesting the deferment of the 2008-09 Business Plan, subject to finalization of the draft 2008-09 operating budget.

**MOTION** Moved by Darrell Sewell Seconded by Carlee Fraser  
#

“That, for the purposes of approving the 2008-09 Business Plan by June 30, 2008, the Durham College Board of Governors authorize the Durham College Executive Committee to invoke its authority as set out under section 31.1(l) of By-law 1 of Durham College of Applied Arts and Technology, specifically:

*To act on any matter on behalf of the Board which may arise:*

- i. requiring such immediate attention that it is not practical to convene the full board;*
- ii. during periods when a quorum of the Board cannot be obtained.”*

CARRIED

### **Continuing Education Program Approvals**

President Lovisa presented five new Continuing Education Certificate Programs for approval, including Cosmetic Science Certificate, Diabetes Worker/Educator Certificate, Hospital Ward/Nursing Unit Clerk Certificate, Medical Transcription/Office Assistant Certificate and a Workplace Leadership Certificate.

He advised that these programs are delivered on a market needs basis and provide both pre-training and on the job training. In addition, students taking courses that are delivered on-line pay an online fee and a per student fee.

**MOTION** Moved by Joanne Burghardt Seconded by Bill Robinson  
#

“That the Durham College Board of Governors approve the following programs for commencement in September 2008:

- Cosmetic Science Certificate
- Diabetes Worker/Educator Certificate
- Hospital Ward/Nursing Unit Clerk Certificate
- Medical Transcription/Office Assistant Certificate
- Workplace Leadership Certificate.”

CARRIED

