

MINUTES OF THE PUBLIC MEETING OF THE BOARD OF GOVERNORS

Date of Meeting: Wednesday, April 10, 2013

Location: Community Room, Gordon Willey Building, A144

Members Present: Franklin Wu, Chair
Ron Chatterton, Vice-Chair
Dan Borowec
Thomas Coughlan
Garry Cubitt
Joanne Dykeman
Carlee Fraser
Don Lovisa, President
Doug McKay
Michael Newell
Donna Raetsen-Kemp
Mary Simpson
Judy Spring
Jennifer Clark, Secretary

Members Absent: Kevin Dougherty
Darren Fisher
Sanjay Surendran
Pierre Tremblay

Invited Guests: Katy Zaidman, Co-ordinator, Mechanical Engineering Technology Clusters
Zain Shafique, 1st year student in the Computer Programmer Analyst program

Staff: Scott Blakey
Tony Doyle
Margaret Greenley
Nevzat Gurmen
Donna MacFarlane
Judy Robinson

1. CALL TO ORDER

With quorum present, the meeting was called to order at 6:03 p.m.

2. INTRODUCTION OF GUESTS

Donna MacFarlane, Vice-President of External Communications and Marketing, introduced Katy Zaidman and Zain Shafique.

3. ADDITIONS/DELETIONS TO THE AGENDA

Board Correspondence was added to the agenda, following Other Business.

4. CONFLICT OF INTEREST DECLARATIONS

None noted.

5. PRESENTATIONS

5.1. Integrated Manufacturing Centre

Vice-President, Academic, Judy Robinson, introduced professor Zaidman and noted that in addition to her involvement with the Integrated Manufacturing Centre, she is also very active in efforts to encourage women to consider careers in science and engineering. A video highlighting the advanced equipment available to students in the mechanical and electrical engineering programs through the Integrated Manufacturing Centre was screened.

In response to questions, K. Zaidman noted that there are increasing numbers of women in science programs and bioengineering technology, but still relatively few in mechanical and electrical engineering programs. She noted that Ontario Power Generation hires many of our graduates; a number of our women graduates are employed at OPG. Durham College participates in Women in Nuclear to encourage more women to consider careers in this field. The Integrated Manufacturing Centre is open on weekends and time is reserved on Fridays for senior students with major projects. UOIT students visit the Centre for demonstrations. We have a bridging program with UOIT through which our graduates can enter the third year of applied science programs. Our students and graduates are sought after by local and regional employers; we cannot meet the demand at this time.

5.2. College Centre of Board Excellence Good Governance Certificates

Chairman Wu presented Good Governance Certificates to governors Chatterton, Dykeman, Fisher (in absentia), Raetsen-Kemp and Surendran (in absentia).

5.3. Looking Forward - Annual Business Plan 2013-2014

President Lovisa presented highlights of the plan for the new fiscal year, noting in particular its alignment with the Strategic Mandate Agreement, the College's new Strategic Plan and the performance plans of the Durham College Leadership Team. It is focused on four key goals: responsible, strategic growth; dynamic partnerships; student-focused teaching and learning; and core-institutional priorities. The plan features UOIT as a key partner. Management will formally report back to the Board on progress in the fall and at year-end. Governors commented on the clarity and comprehensiveness of the plan.

Moved by Governor McKay

Seconded by Governor Coughlan

THAT the Durham College 2013-14 Business Plan be approved.

CARRIED.

5.4. 2013-2014 Operating and Capital Budgets

N. Gurmen introduced Director of Financial Operations, Barbara MacCheyne and acknowledged her contributions to the preparation of the 2013-14 budgets.

Management presented a balanced budget that accommodates 6% domestic enrolment growth, establishment of 11 new programs and the hiring of 15 new faculty and 20 staff to support this growth. The most significant challenges in preparing a balanced budget were the decrease in the operating grant per student, the introduction of international student fee recovery, the gradual elimination of our “Small, Northern, Rural” grant, along with the reduction in the tuition fee increase.

Total capital budget is set at \$6.8 million, of which \$5.2 million will be sourced from the college’s operating cash flow. Significant initiatives include upgrades to servers and computer equipment, new labs, new equipment, new survey tools, implementation of new enterprise systems, infrastructure renovations and completion of construction of the Whitby Phase III Centre for Food.

Cash flow projections show a net inflow of \$3.2 million primarily due to project funding for the Centre for Food.

Moved by Governor Cubitt

Seconded by Governor Newell

THAT the Durham College 2013-14 Operating and Capital budgets be approved.

CARRIED.

6. CONSENT AGENDA

Items 7.1, 11.1 and 13.1 were separated from the consent agenda.

Moved by Governor Spring

Seconded by Governor Coughlan

THAT the Board of Governors approves items 12.1.1, 12.2.1, and 12.3.1 under the Consent Agenda.

CARRIED.

7. APPROVAL OF PREVIOUS MINUTES

7.1. Minutes of the Public Meeting of the Board of Governors of March 13, 2013

The minutes were revised to include governors Dan Borowec, Carlee Fraser, Doug McKay, and Donna Raetsen-Kemp as present at the meeting and Michael Newell, as absent.

Moved by Governor Raetsen-Kemp Seconded by Governor Spring
THAT the minutes of the regular public meeting of the Durham College Board of Governors held March 13, 2013 be approved as revised.

CARRIED.

8. ACTIONS ARISING FROM PREVIOUS MINUTES

There were none.

9. CHAIR`S REPORT

Chairman Wu informed the Board that the Program Quality Assurance Process Audit (PQAPA) on-site review by the external auditors took place April 2-4. The final report will be presented in a few weeks' time. The College welcomed the auditors and the opportunity to show how it assures the quality of its programs to the review team.

He also noted that President and CEO of Colleges Ontario, Linda Franklin had the opportunity to make a pre-budget presentation to the legislature; Colleges Ontario is strongly advocating for colleges and it is important for us to continue our advocacy efforts.

10. CO-POPULOUS GOVERNORS' REPORT

There was no UOIT Board meeting on which to report.

11. PRESIDENT`S REPORT

11.1. President's Report - D. Lovisa

Governor Simpson requested an overview of the implications of the Federal Budget. President Lovisa noted that the main benefit is to apprenticeship and skilled trades programs. It places a lens on the importance of skills. Completion rates for apprenticeship programs are very low across the province as it is difficult to find placements for the apprentices to gain the practical experience required to obtain their journeyman's papers. Government funded capital projects will now be required to hire apprentices.

12. COMMITTEE REPORTS

12.1. AUDIT AND FINANCE COMMITTEE (M. SIMPSON)

12.1.1. Audit and Finance Committee Report 7 of April 3, 2013

12.2. EXECUTIVE COMMITTEE (F. WU)

12.2.1. Executive Committee Report 5 of March 27, 2013

12.3. NOMINATING COMMITTEE (M. NEWELL)

12.3.1. Nominating Committee Report 2 of March 18, 2013

13. CONTINUING BUSINESS

13.1. Program Advisory Committee Minutes

This item was separated from the consent agenda to allow for distribution of the Program Advisory Committee Board Report for January to April 2013.

Moved by Governor Fraser

Seconded by Governor Spring

THAT the Program Advisory Committee meeting summaries presented to the Board at the January 9th, February 13th and March 13th, 2013 meetings of the Board be received for information.

CARRIED.

14. NEW BUSINESS

14.1. BOG & PAC Chairs Roundtable of February 2013 Summary

J. Robinson noted that three major themes emerged from the Board of Governors and Programs Advisory Committee Chairs Roundtable. Partnership and collaboration are critical to staying current and at the forefront of education, and opportunities abound with secondary schools, other colleges, universities and employers; sharing a campus with UOIT is a distinctive asset. We need to take opportunities to produce better graduates and market them more efficiently; develop the best reputation by continuing to focus on graduating students with strong technical skills, the ability to apply their theory to their practice, and well developed critical thinking skills. Look for new ways to innovate in teaching, and in using space and technology to the best effect.

Governors who attended the event noted the high level of engagement by participants and their obvious commitment to continuous improvement of the educational experience at the College. The summary will be circulated to all Program Advisory Committee Chairs and will serve as a starting point for the next Roundtable.

Moved by Governor Cubitt

Seconded by Governor McKay

THAT the Board receive the Board of Governors and Program Advisory Chairs Roundtable Summary Report for information.

CARRIED.

14.2. Election of Student Governor

Chairman Wu welcomed Zain Shafique as the student governor elect for 2013-2014 and invited him to attend the last two regular meetings of the Board in this academic year as a guest. Z. Shafique noted how he is looking forward to contributing to the Board and to learning from this important experience.

15. OTHER BUSINESS

There was no other business.

16. BOARD CORRESPONDENCE:

President Lovisa noted that we receive correspondence from time to time addressed to the Board of Governors and are initiating the practice of circulating a folder at Board meetings for perusal by governors.

17. INQUIRIES AND COMMUNICATIONS

None noted.

18. UPCOMING EVENTS

Chairman Wu drew governors' attention to the upcoming Research Day on May 1 and noted that an invitation will be forthcoming.

19. MOVE TO IN-CAMERA SESSION

The DC Board addresses items of corporate business respecting human resources, litigation or contractual matters, items of confidentiality covered under the Freedom of Information and Protection of Privacy Act (FIPPA) and matters determined by the Board to be confidential to the College, in-camera.

Moved by Governor Cubitt

Seconded by Governor Newell

THAT, under Durham College by-law No. 1(11-001), the Board of Governors move in-camera after a short recess to discuss six items under Section 22.3 (a) items of corporate business respecting human resources or litigation matters and three items deemed by the Board to be confidential to the College under Section 22.3 (c).

The public session recessed at 7:15 p.m.

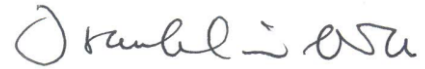
The Board returned to public session at 8:35 p.m.

19. ADJOURNMENT

Moved by Governor Fraser

Seconded by Governor Raetsen-Kemp

THAT the April 10, 2013 meeting of the Board of Governors adjourn at 8:35 p.m.



Franklin Wu
Chair



Jennifer Clark
Secretary