

## **MINUTES OF THE PUBLIC MEETING OF THE BOARD OF GOVERNORS**

Date of Meeting: Wednesday, March 13, 2013

Location: Community Room, Gordon Willey Building, A144

Members Present: Franklin Wu, Chair  
Ron Chatterton, Vice-Chair  
**Dan Borowec**  
Thomas Coughlan  
Garry Cubitt  
Kevin Dougherty  
Joanne Dykeman  
Darren Fisher  
**Carlee Fraser**  
Don Lovisa, President  
**Doug McKay**  
**Donna Raetsen-Kemp**  
Mary Simpson  
Sanjay Surendran  
Pierre Tremblay  
Jennifer Clark, Secretary

Members Absent: **Michael Newell**

Invited Guests: **Hanna Elkington**, Police Foundations student, accompanied by **Stephanie Ball**, Dean, School of Justice and Emergency Services  
**Fabiola Longo**, Nursing Professor/Year One Coordinator, DC & UOIT Collaborative Bachelor of Science in Nursing program and **Jennifer Percival**, Associate Professor and Associate Dean – Programs, Faculty of Business and Information Technology, UOIT  
**Nancy Lawrence**, Project Lead, PEQAB degree proposals.

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

### **1. CALL TO ORDER**

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

### **2. INTRODUCTION OF GUESTS**

D. MacFarlane introduced invited guests Hanna Elkington and Stephanie Ball, Fabiola Longo and Jennifer Percival, and Nancy Lawrence.

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

There were no additions or deletions to the agenda. The order of business was revised to accommodate guests' schedules, with item 6.1 Student Pathways - DC and UOIT Examples from ONCAT Conference being addressed first.

### **4. CONFLICT OF INTEREST DECLARATIONS**

Governors Cubitt and Simpson each declared conflicts of interest regarding items 13.1.1 Audit and Finance Committee Report 6 and 15.1 Ancillary Fees.

### **5. PRESENTATIONS**

#### **5.1. Impossible2Possible Botswana Expedition**

Hanna Elkington recounted her experience running across the Kalahari desert to deliver education on the biodiversity, people and politics of the region to students around the world via the Internet and to challenge herself. Each day the participants in the Impossible2Possible Botswana Expedition produced an educational module, all the while combating exhaustion, dehydration and injury. It was a tremendously rewarding experience emphasizing the importance of teamwork, contributing to great personal growth and awareness, and building a better understanding among youth of an area that many will never have the opportunity to visit in person. In addition to her studies in the School of Justice and Emergency Studies, Hanna works for the Durham Regional Police Service as a youth coordinator.

#### **5.2. Student Governor Elections Process (S. SURENDRAN)**

Governor Surendran shared insights into his experience as student governor, emphasizing the importance of the mentoring program linking seasoned governors with new governors and the importance of increasing awareness of the work of the board and the role of the student governor among Durham College students. Seven students have been nominated to run in the student governor elections for 2013-2014.

### **6. GENERATIVE DISCUSSION**

#### **6.1. Student Pathways - DC and UOIT Examples from ONCAT Conference**

Fabiola Longo and Jennifer Percival presented their research into the experiences of students and advisors in a college-university pathway program using the DC-UOIT B.Com pathway as a case study.

In response to questions, it was noted that DC and UOIT are 4-5 years ahead of other colleges in the province in developing pathways programs; there is strong support for pathways programs from the government; other colleges do not have the same ability as Durham College to develop pathways programs; pathways students are more motivated than traditional stream students; biggest challenge for pathways students is identifying the oral and written communications

expectations in the university courses. The most significant surprise experienced by the research team was that high schools don't seem to know anything about the pathways programs.

**7. CONSENT AGENDA**

Item 13.1.1 was removed from the Consent Agenda, due to the conflict of interest of governors Cubitt and Simpson.

Moved by Governor Cubitt

Seconded by Governor Simpson

**THAT items 8.1, 12.1, 13.2.1, 13.3.1, and 14.1 be approved as part of the consent agenda.**

CARRIED

**8. APPROVAL OF PREVIOUS MINUTES**

**8.1. Minutes of the public Meeting of the Board of February 13, 2013**

Approved through consent agenda.

**9. ACTIONS ARISING FROM PREVIOUS MINUTES**

There were no actions to address arising from previous minutes.

**10. CHAIR'S REPORT**

Advocacy cards with key messages and information for governors to use when speaking with business and community leaders, produced at the suggestion of Vice-Chair Chatterton were distributed to governors. The 2013-14 View Book and 2011-12 annual report from the Library were also distributed for information. Governors were encouraged to use the advocacy cards whenever possible; they have been produced in large quantity and more are available through the Board Secretary.

**10.1. Co-populous Governance**

As there is unfinished business to discuss regarding co-populous governance, this item was reserved for the in-camera session.

**10.2. Attendance at the 2013 ACCC Conference**

Chairman Wu summarized the Board Report; noting that the Chair and Vice-Chair determined that the opportunity to attend the conference should be extended to governors as follows, in declining order of priority: Chair of the Board, Vice-Chair or incoming Chair of the Board, Board Secretary, Committee Chairs who have not attended previous Association of Canadian Community Colleges conferences; first-year governors; remaining governors who have not attended previous ACCC conferences, and finally, through a random draw by the Chair or Vice-Chair. There were no questions or comments.

Moved by Governor Tremblay

Seconded by Governor Fisher

**THAT the Board of Governors approves the selection criteria for the ACCC Conference as outlined above.**

CARRIED.

**11. CO-POPULOUS GOVERNORS' REPORT**

Governor Tremblay noted that he and governors Cubitt and Newell comprise the co-populous governors of both Durham College and UOIT. In the role of co-populous governor, Governor Cubitt reports at the UOIT Board meetings and invites the others to do the same at our meetings.

There are six new members on the UOIT Board; a new Secretariat, headed by Cheryl Foy, university secretary and general counsel that will allow the university to focus more on governance; and a new Vice-President, External Relations, Susan McGovern. Provost Richard Marceau is leaving for Memorial University. Key constraints as identified by UOIT Chairman Larry Seeley include a shortage of wet lab space and a need to increase funding for graduate students. UOIT President McTiernan asked Governor Tremblay to provide an overview of the College's and UOIT's plans and challenges regarding the Tennis Centre. UOIT has established a community advisory working group to determine opportunities to leverage the Windfield Farms property. Prior to Board meetings, UOIT governors tour a part of the campus and meet faculty and staff; very informative and helpful.

The co-populous governors' report will now be a standing item on the Durham College Board of Governors meeting agenda.

**12. PRESIDENT'S REPORT**

**12.1. President's Report**

Received through the consent agenda.

**12.2. Advocacy Letters**

President Lovisa confirmed that although colleges receive 28.7% of the total operating funding for post-secondary education, they are being required to shoulder 44.3% of the budget reductions. Letters by the President and jointly by the Chair and Vice-Chair were sent to engage ministers and MPPs in dialogue about the challenges that the cuts are causing. This is an ongoing issue and needs continued advocacy.

### **13. COMMITTEE REPORTS**

#### **13.1. AUDIT AND FINANCE COMMITTEE**

13.1.1. Audit and Finance Committee Report 6 of March 5, 2013

Moved by Governor Tremblay

Seconded by Governor Fraser

**THAT the report and recommendations of the Audit and Finance Committee Meeting of March 4, 2013 be approved.**

CARRIED.

Governors Cubitt and Simpson abstained from voting.

#### **13.2. EXECUTIVE COMMITTEE**

13.2.1. Executive Committee Report 4 of February 28, 2013

Approved through the consent agenda.

#### **13.3. GOVERNANCE REVIEW COMMITTEE**

13.3.1. Governance Review Committee Report 2 of March 5, 2013

Approved through the consent agenda.

#### **13.4. NOMINATING COMMITTEE**

There was no report from the Nominating Committee.

### **14. CONTINUING BUSINESS**

#### **14.1. Program Advisory Committee Minutes**

Received through the consent agenda.

#### **14.2. Durham College Degree Development Update**

J. Robinson invited Professor Nancy Lawrence to present the status report on the development of baccalaureate degree programs at Durham College; last update was May 2012. The College has identified four areas for applied baccalaureate degree development – behavioural management, health care technology management, clinical research management and paralegal studies. N. Lawrence summarized the process that the College must follow to obtain approval from the Postsecondary Education and Quality Assurance Board (PEQAB) and identified where in the process the College is with each of the first two degrees in development. The goal is to bring the behavioural management and health care technology management degree proposals to the Board for approval in November 2013.

In response to questions, N. Lawrence noted that universities can approve their own new degree programs through their senates; colleges do not have senates and must follow the process set by MTCU. One of the ways used to ensure that college degrees have the equivalent rigour as university degrees is the requirement for review of degree proposals and full curriculum by university

professors to ensure they meet government criteria. Key differences between college baccalaureate degrees and university baccalaureate degrees include the applied nature and more specific focus of college degrees. Twelve other colleges across the province offer BA and BSc programs; the government requires colleges to focus on niche markets and not duplicate degree offerings; colleges must show market demand for graduates. Admission standards for international students will be the same for the college degrees as for university degrees.

Moved by Governor Dougherty

Seconded by Governor Fraser

**THAT the Board of Governors receive the report on Durham College Baccalaureate Degree Update for information.**

CARRIED.

Moved by Governor Chatterton

Seconded by Governor Simpson

**THAT the meeting recess for 10 minutes.**

CARRIED.

At 8:18 p.m. the Chair called the meeting back to order.

#### **14.3. Program Quality Assurance Process Audit (PQAPA) Update**

J. Robinson screened a video describing the process and preparation status of the college for the upcoming PQAPA site-visit by external auditors April 2-4, and then showed the newly launched PQAPA micro-site. Access to the micro-site will be made available to governors. The micro-site is a creative approach to the requirement for in-depth documentation and will provide easier and wider access to the important information it contains; information will also be used for the college's upcoming accreditation. Preparation for the audit has been a huge amount of work, involving all aspects of the College. The on-site audit team will want to speak with some of the governors.

#### **14.4. Strategic Plan Update**

D. MacFarlane summarized the process of developing the 2013-2016 strategic plan and its content. The plan was developed with significant consultation with individuals from all areas of the college and community. It builds on the college's strategic mandate agreement submitted to MTCU in late summer 2012, includes a more concise vision statement developed with extensive input from the Board, streamlined values that are more reflective of the current post-secondary environment, and retains the mission and four pillars established in the 2010-2013 strategic plan as they so appropriately reflect the purpose of the college.

Moved by Governor Cubitt

Seconded by Governor Chatterton

**THAT the Board of Governors approves the Durham College 2013-2016 Strategic Plan.**

CARRIED.

**14.5. Advocacy Cards**

Multiple copies of the new Advocacy cards were distributed to the governors.

**15. NEW BUSINESS**

**15.1. Tuition and Ancillary Fees**

MTCU has not yet released the tuition fee framework; only ancillary fees can be addressed at this meeting; tuition will be brought forward later this spring. The Finance and Audit Committee has reviewed the proposed increase in ancillary fees and recommends approval by the Board.

The proposed increases fall within the Durham College protocol negotiated between the Board and the Student Association, with one exception. The Durham Region Transit increase of \$7.00 in the cost of UPASS is greater than the agreed upon cost of living increase. The Student Association was advised of this, and the fact that this increase is not a College-controlled increase, but a flow-through of a regional government-controlled increase. There were no increases to the health plan, dental plan, student association, student centre or copyright fees.

In response to questions, items included in ancillary fees and increases are proposed by the college to a panel of students from the Student Association.

Moved by Governor Spring

Seconded by Governor Surendran

**THAT the Board of Governors approves the 2013-14 compulsory ancillary fees as presented in Appendix A, to be appended to the minutes.**

CARRIED.

Governors Cubitt and Simpson did not vote.

**16. OTHER BUSINESS**

There was no other business.

**17. INQUIRIES AND COMMUNICATIONS**

There were no inquiries or communications to be addressed by the Board.

**18. UPCOMING EVENTS**

Chairman Wu drew governors' attention to a number of in-progress and upcoming Durham College initiatives and events.





## Appendix A

Mandatory Ancillary Fee Type	2012/13	2013/14
Student Association	\$102.31	\$102.31
Health Plan	\$105.53	\$105.53
Dental Plan	\$88.13	\$88.13
Athletic Complex Membership Fee	\$33.15	\$33.55
Intercollegiate Athletics	\$34.31	\$34.72
Student Assistance Program	\$12.28	\$12.43
Student Handbook	\$5.52	\$5.59
Student I.D.	\$16.57	\$16.77
Information Technology (IT) Services	\$178.72	\$180.86
Student Centre	\$58.51	\$58.51
Security (24 hr access to computer lab)	\$24.91	\$25.21
Campus Radio Station	\$10.77	\$10.90
Athletic Centre Expansion Fee	\$157.83	\$159.72
U Pass Transit Fee	\$147.00	\$154.00
Graduation Fee (all 1st year and direct entry students)	\$32.65	\$33.04
Copyright Fee	\$3.38	\$3.38
<b>Total</b>	<b>\$1011.57</b>	<b>\$1,024.65</b>

**Notes:**

- Health and Dental insurance plan fees are estimates. Actual fees will be determined and confirmed by the insurer.
- Students may opt out of the Health and Dental plans at the Student Centre with proof of medical coverage.
- International students pay an additional \$560.00 for Health and Dental insurance coverage.