

**DURHAM COLLEGE OF APPLIED ARTS AND TECHNOLOGY
MINUTES OF THE REGULAR MEETING OF THE BOARD OF GOVERNORS**

DATE: November 12, 2008
TIME: 6:00 p.m.

PLACE: Community Room

IN ATTENDANCE

GOVERNORS: Aileen Fletcher, Chair
Gerry Warman, Vice Chair
Rhonda Christian
Garry Cubitt
Carlee Fraser
Pansy Goodman
Karen Hodgins
Doug McKay
Michael Newell
Bill Robinson
Nicole Schoep
Darrell Sewell
Mary Simpson
Judy Spring
Fred Upshaw

PRESIDENT: Don Lovisa

SECRETARY: Karen Spearing

**RECORDING
SECRETARY:** Erin Mitchell

SENIOR STAFF: Ralph Aprile
David Chambers
Margaret Greenley
Donna McFarlane
Gerry Pinkney
Ken Robb
Judy Robinson

CALL TO ORDER

The Chair called the meeting to order at 6:01 p.m.

INTRODUCTION OF GUESTS

Vice-President of Communications and Marketing Donna McFarlane introduced Sandy MacDonald and Matt Gennaro from the Office of International Business Development, as well as Matt Bird from the Chronicle and ... from Metroland Newspapers.

ADDITIONS/DELETIONS TO THE AGENDA

The Chair noted an addition to the agenda – Item 12.2, being the draft of a 2008-09 Board Work Plan.

#104 – President Emeritus
#201 – Post-Secondary Academic
#202 – Enrolment Management
#203 – Full-time Students Access to Part-time Programming
#204 – Access to Part-Time Courses at a Reduced Rate
#205 – Prior Learning Assessment
#301 – College Closure – Inclement Weather & Other Emergencies
#303 – Purchasing (superseded by #317)
#304 – Moveable Assets
#307 – Banking and Investment Activities
#309 – Tuition Deferment
#311 – Security
#315 – Information Technology Acceptable Use
#316 – Emergency Preparedness Plan
#317 – Purchasing
#318 – Business Expense Reimbursement
#401 – Student Rights and Responsibilities
#402 – Crisis Response – Tragic Events
#403 – Special Needs Students
#404 – Code of Conduct for Students
#405 – Alcohol
#406 – Accessibility
#407 – Recognition of Student Organizations
#502 – Protection of Human Rights
#509 – Recruitment and Promotion of Colleagues
#510 – Conflict of Interest
#511 – Ownership of Employees’ Work
#512 – Professional Development
#513 – Rewards and Recognition
#514 – Performance Review
#516 – Retiree Benefits
#517 – Tuition Assistance for Dependent Children
#518 – Retirement
#601 – Internal Communications
#602 – External Communications
#603 – Campaign Prospect Clearance
#604 – Gift Acceptance”

CARRIED

Success Matters Strategic Plan Update – Year 2 Deliverables

President Lovisa provided update on the Success Matters Strategic Plan – Year 2 Deliverables and reported that the college has maintained its emphasis on quality. The President highlighted a number of the strategies and provided an update on the progress to date. He further indicated that an Academic Plan will come forward to the Board within the next couple of months.

The President reported that the performance evaluation processes for all staffing groups have been or are in the process of being implemented. He further stated that some of the strategies initiated in year two include: Fostering Pathways and Synergies, Strengthening our Program Quality and engaging our Students.

President Lovisa extended special thanks to Michelle Cole and Debbie McKee Demczyk for all of their hard work in this regard, as well as Rod Rork for moving us forward for the future and laying a great foundation for the incoming CFO.

