

**DURHAM COLLEGE OF APPLIED ARTS AND TECHNOLOGY
MINUTES OF THE 372nd REGULAR MEETING OF THE BOARD OF GOVERNORS**

DATE: June 11, 2003 **PLACE:** Community Room
TIME: 6:17 p.m. **Oshawa Campus**

IN ATTENDANCE:

GOVERNORS: **Bob Strickert, Chair**
 Peter Bagnall
 Carol Beam
 Joanne Burghardt
 Garry Cubitt (via telephone)
 Liesje de Burger
 Lisa Grande
 Denise Jones
 Gail MacKenzie
 Phillip (Rocky) Simmons
 Mark Moorcroft
 Lorraine Sunstrum-Mann
 Doug Wilson

PARTICIPANTS: **Bill Hunter**

PRESIDENT: **Gary Polonsky**

SECRETARY: **Cathy Pitcher**

SENIOR STAFF: **Ralph Aprile**
 Bev Balenko
 Catherine Drea
 Michael Finlayson
 Margaret Greenley
 Richard Levin
 Ann Mars
 Judy Moretton
 Gerry Pinkney
 Don Sinclair
 Terry Slobodian
 MaryLynn West-Moynes

REGRETS:
GOVERNORS: **Michelle Carter**
 Deborah Kinkaid
 Mike Shields

CALL TO ORDER

The Chair called the meeting to order at 6:17 p.m.

REGRETS

The Chair noted regrets from Governors Michelle Carter, Deborah Kinkaid, and Mike Shields.

ADDITIONS/DELETIONS TO THE AGENDA

Item 14.4, Memorial Service, was added to the agenda.

CONFLICT OF INTEREST DECLARATIONS

None was noted.

APPROVAL OF PREVIOUS MINUTES

There being no errors or omissions in the minutes of the Regular Board meeting of May 14, 2003, the Chair declared the minutes accepted as presented.

DECISION ITEMS

Postsecondary New Program Plan

Judy Moreton briefly outlined the planned program offerings for 2003/04, which recommended five new programs and the revision of certain other programs.

Moved by Gail MacKenzie

Seconded by Peter Bagnall

MOTION #4723 “That the Board of Governors of Durham College of Applied Arts and Technology approve the development of the following new postsecondary programs for implementation in the Fall of 2004: Manufacturing Technology 3-Year Diploma; Electronic Technology/Instrumentation Technology; Direct Marketing Post-Diploma; MacIntosh Technician; and Sales Professional 2-Year Diploma. That the Board also approves the following revised postsecondary programs: Entertainment Administration 3rd Year; Dental Option in Office Administration; Practical Nursing Certificate; New Laptop Programs – Marketing/Year 1 Business/Graphic Design/Animation; and the extension of the following to 3-Year Programs: Web Developer; Advertising; and Journalism, as presented.”

CARRIED

2002/2003 Audited Financial Statements

Moved by Peter Bagnall

Seconded by Carol Beam

MOTION #4724 “That the Board of Governors of Durham College of Applied Arts and Technology approve the 2002/2003 Durham College Financial Statements as prepared by management, audited by Deloitte & Touche, LLP, and reviewed by the Audit and Finance Committee, as presented.”

CARRIED

Approval of External Auditors

Moved by Joanne Burghardt

Seconded by Liesje DeBurger

MOTION #4725 “That the Board of Governors of Durham College of Applied Arts and Technology approve Deloitte & Touche, LLP, as the external auditors for Durham College for the fiscal year ending March 31, 2004.”

CARRIED

INTERIM FINANCIAL REPORT

Terry Caputo provided an overview of the current financial report, noting that there is currently a \$177,000 variance. He pointed out that corporate training is being affected by the slight decline in the auto industry, and that there are increased costs in PIC at this time. It's expected that the variance will be eliminated as early as September. In response to a question about the Quality Plan funding, ML. West-Moynes replied that the funding has not yet arrived, and that we're still waiting for the criteria for that fund, which will no doubt require the submission of Durham College's Quality Plan. In addition, there may be some expenses associated with the demands of the Quality Plan. The Ministry is expected to send further information by the end of July.

DISCUSSION ITEMS

Performance Indicator: Confirmed Acceptances

Richard Levin referred Board members to the enclosed information, which showed that Durham College's confirmed acceptances are up 18.1% over the 2002/03 enrolment – the highest in the college system. Even when the Nursing enrolment moves to the UOIT enrolment counts, Durham College is still expected to remain at the top of the list. Richard cautioned that we still have to wait until September to see how many students actually show up. He noted that the double cohort has not had a significant affect on the college system, but more so in the universities.

REPORT OF THE PRESIDENT

Ontario Technical Skills Competition

Bev Balenko announced that our students won several gold, silver and bronze medals in a recent competition.

Memo from ACAATO to Kevin Costante re College Charter and Financial Administration Act dated May 14, 2003

The President referred Board members to the letter enclosed with the agenda, which points out that the Charter is "creating work" in some situations. Gary cited an example experienced at Durham College: in the past, when we needed to finance our residences, we just did it. Now, it may require that both MTCU and the Minister of Finance provide signed approval, and lawyers have spent many hours trying to determine whether this is so.

Governors' Feedback re DC Annual Report

MaryLynn West-Moynes invited Board members to provide her with feedback to the Annual Report, which was distributed at last month's meeting. She noted that, because of the new Charter, requirements re the Annual Report will change, but that we can continue to use it as a promotional publication. Bob Strickert commented that one of the roles of a Governor is to ensure that the College's work is communicated to the community, and that next year's Annual Report is expected to be published earlier in the cycle.

Memorial Service

MaryLynn West-Moynes informed the Board that the College lost one of its faculty members, Mr. Shawn Simpson. Staff have organized a trust fund to benefit his three children.

REPORT OF THE CHAIR

Binding Policy Directive on Conflict of Interest

Bob Strickert noted that this directive gives the Boards a great deal of discretionary power, and while it is a binding policy on our Board, it will not likely affect our behaviour. He suggested that the Board continue to deal with specific situations as they come along.

ACCC Conference Update

Bob Strickert reported briefly on the recent ACCC conference, which he and some other members of the Board attended. Demographic issues were in the forefront - especially the need for immigration to help face these issues. The college system must begin planning for the preparation of an increased number of immigrants for the workforce. Liesje de Burger reported that prior learning and credentialing were also topics of interest.

Tom Ouchterlony and Mark Moorcroft joined the meeting.

Garry Cubitt agreed that it was a good conference, and that Durham already practices much of what was discussed at the Board Evaluation and Board Performance sessions.

Governor Appointments

The CCAC (College Compensation and Appointments Council) has approved the following appointments: Lorraine Sunstrum-Mann (re-appointment), Paul McErlean, Pat McNeil, and Gerry Warman.

ADJOURNED

The meeting was adjourned at 6:49 p.m.

Bob Strickert, Chair

Gary Polonsky, President