



DURHAM COLLEGE OF APPLIED ARTS AND TECHNOLOGY BOARD OF GOVERNORS REGULAR MEETING PUBLIC SESSION MINUTES

Date: Wednesday, February 12, 2020

Location: DC Boardroom, Gordon Willey Building, A-144

Members Present: Ivan DeJong, Chair of the Board
Suzanne Beale
Elizabeth Cowie
Kevin Griffin
Kristi Honey
Michele James, Vice-Chair of the Board
Gail Johnson Morris
Robert Lanc
Don Lovisa
Bart Lucyk
Debbie McKee Demczyk
Kenneth Michalko
Gary Rose
Steve Stewart
Vasu Sukhija
Jim Wilson

Members Absent: Heather Quantrill

Staff Present: Scott Blakey, Chief Administrative Officer
Barbara MacCheyne, Chief Financial Officer
Meri Kim Oliver, Vice-President, Student Affairs
Elaine Popp, Vice-President, Academic
Melissa Pringle, Corporate and Board Secretary
Andre De Freitas, Associate Vice-President/Registrar, Student Affairs
Linda Flynn, AVP, Office of Development and Alumni Affairs
Marianne Marando, Associate Vice-President, Academic
Janse Tolmie, Associate Vice-President, IT Services
Peter Garrett, Manager, Strategic Reporting and Government Relations

1. CALL TO ORDER

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

2. INTRODUCTION OF GUESTS

The Chief Administrative Officer introduced the following guests:

- Darlene Heslop, Director, Campus Health Centre
- Shannan Saunders, Manager, Emergency Management
- Rashmi Gupta, Director, Institutional Research and Planning
- Laura Bogaert, Executive Assistant, Office of the President

3. ADDITIONS/DELETIONS TO THE AGENDA

None.

4. CONFLICT OF INTEREST DECLARATIONS

None.

5. PRESENTATIONS

5.1 Overview of the College's Response to the Coronavirus

The Director, Campus Health Centre, and the Manager, Emergency Management, presented an overview of the College's response to the coronavirus (COVID-19) and spoke to the College's emergency preparedness plans and communication strategy. The Manager, Emergency Management, overviewed the College's enhanced measures to prevent the virus, including additional cleaning of high-touch areas, public health campaigns, and the precautions taken in various academic programs such as the dental clinic.

The Board questioned the Director, Campus Health Centre, and the Manager, Emergency Management.

5.2 Meri Kim Oliver, Vice-President, Student Affairs to Present an Update on the Access and Support Centre

The Vice-President, Student Affairs, presented an update on the Access and Support Centre and reported that from 2013 to 2020, the number of students at Durham College who required accommodation increased 120%. Increasingly complex accommodation needs are putting pressure on the Centre, and challenges include insufficient funding, the cost of education and training for staff, and new policies and decisions from the Ontario Human Rights Commission.

5.3 Presentation of Good Governance Certificates to Governors' Michalko and Sukhija

Governors Michalko and Sukhija were presented good governance certificates received through the College Centre of Board Excellence.

6. CHAIR'S REPORT

The Chair reported on the following:

- The importance of attending the joint Board of Governors event with Ontario Tech University on March 11, 2020.
- The importance of confidentiality and advised that effective immediately all printed in-camera material will be collected at the end of every meeting.
- His attendance at the Crown Corporate Governance Conference in January 2020.
- That the Office of the Development and Alumni Affairs would be contacting Governors regarding the giving campaign for the Whitby campus expansion.
- The need for caring and compassionate leadership.

7. CO-POPULOUS GOVERNORS' REPORT

Governor Wilson provided the co-populous governors' report, noting the holiday food drive raised \$21,000 and served over 300 families, the red dress campaign is currently underway, and Ontario Tech's basketball teams won their first games.

8. CONSENT AGENDA

Moved By Governor Stewart

Seconded By Governor Honey

"That all items listed under the heading of consent agenda be adopted as recommended." CARRIED

8.1 Approval of the Public Minutes of the Board of Governors Meeting of December 11, 2019

That the public minutes of the Board of Governors meeting of December 11, 2019, be approved as read.

8.2 Report of the Governance Review Committee - January 29, 2020

That all actions taken at the January 29, 2020 meeting of the Governance Review Committee be adopted as recommended, and the minutes be approved as read.

8.3 President's Report - December 2019 to February 2020

That Report BOG-2020-03, highlighting the president's activities from December 2019 to February 2020, be received for information.

8.4 Summary of Committee of Presidents Meeting - January 2020

That Report BOG-2020-04, presenting a summary of the Committee of Presidents meeting held in January 2020, be received for information.

8.5 Establishment of an Elections Dispute and Election Appeals Committee

That an Election Dispute Committee and Election Appeals Committee be established for the duration of the nomination, campaign, voting, disputes and appeals period plus ten (10) business days as outlined in By-law No. 4 (Section 4) for the student governor and administrative staff governor elections starting March 2, 2020.

8.6 Program Advisory Committees - Semi-Annual Report (February 2020)

That Report BOG-2020-10, providing the Program Advisory Committee semi-annual report, be received for information.

9. DISCUSSION ITEMS

9.1 Update on Winter 2020 Enrolment

The Associate Vice-President, Academic and Associate Vice-President/Registrar, Student Affairs, presented the winter 2020 enrolment update reporting that as of day ten, the enrolment count was 12,0444 students of which 2,185 were international students. The winter enrolment numbers represent an increase of 3.1% compared to the November 2019 audit count date.

Moved By Governor James

Seconded By Governor Lucyk

"That Report BOG-2020-13, providing an update on enrolment numbers for the 2020 winter semester, be received for information." CARRIED

9.2 Final Report on the 2017 to 2020 Strategic Plan

President Lovisa highlighted key accomplishments and achievements completed in support of the conclusion of the 2017 to 2020 strategic plan.

The Board questioned President Lovisa.

Moved By Governor Honey

Seconded By Governor Wilson

"That Report BOG-2020-14, providing an update on the accomplishments of the 2017-2020 Strategic Plan, be received for information." CARRIED

9.3 Approval of 2020 to 2023 Strategic Plan

The Manager, Strategic Reporting and Government Relations and Executive Assistant, Office of the President, presented the 2020 to 2023 strategic plan for approval.

The Board questioned the Manager, Strategic Reporting and Government Relations, and Executive Assistant, Office of the President.

Moved By Governor McKee Demczyk

Seconded By Governor Lucyk

"That based on Report BOG-2020-09, the 2020-2023 Strategic Plan be approved." CARRIED

9.4 2020-2025 Strategic Mandate Agreement

The Dean, Research Services, and Director, Institutional Research and Planning presented the draft 2020-2025 strategic mandate agreement, highlighting the government's priority areas and ten funding-related metrics. It was reported the College participated in a bilateral discussion with the Ministry on February 4, 2020 and the following policy changes were communicated:

- There will be an option to redistribute metric weightings up to three times over the first three years rather than once over the five-year period.
- The model was revised to ensure continuous improvement while recognizing consistent performance.
- The model was updated to reflect target setting on actual historical performance with no adjustments.
- Permission was granted to include additional sources of revenue in the metric concerning revenue attracted from private sector sources.

The Board questioned the Dean, Research Services and Director, Institutional Research and Planning.

Moved By Governor Griffin
Seconded By Governor Honey
"That based on Report BOG-2020-15 the 2020-2025 Strategic Mandate Agreement, be received for information." CARRIED

9.5 Second Business Plan Update for 2019-2020

President Lovisa presented the second business plan update for 2019-2020, noting of the 73 actions identified the majority of the actions are tracking well for completion with 38 items completed to date. The remaining items are on track for completion this fiscal year, with one item expected to be delayed.

Moved By Governor Johnson Morris
Seconded By Governor Cowie
"That Report BOG-2020-16, providing the second update on the 2019-2020 Business Plan, be received for information." CARRIED

9.6 Program Update: Fire Science and Leadership

The Vice-President, Academic advised the Fire Science and Leadership program approved in 2016, would be formally withdrawn as several issues were identified, and it is unlikely the credentials validation service will approve the program.

The Board questioned the Vice-President, Academic.

In response to the presentation by the Vice-President, Student Affairs about the Access and Support Centre, Governor Rose questioned if the Board was doing enough to bring attention to the need for mental health funding. In response to questions, President Lovisa advised Colleges Ontario is making a \$75M ask to the government for mental health supports and will be attending College Day at Queen's Park to advocate.

10. UPCOMING EVENTS

The following events were highlighted:

- Student Governor and Administrative Staff Governor Elections - Notice of Election Circulated February 10, 2020
- Board Retreat - March 6 to 8, 2020, Kingbridge Conference Centre
- Joint Board Event with Ontario Tech University - March 11, 2020, Centre for Food, 5:30 p.m. to 8:30 p.m.
- College Day at Queen's Park - March 30, 2020
- Standing Committee Preferences and Board Effectiveness Surveys Open - March 30 to April 3, 2020

- Durham College Open House - April 4, 2020, 10 a.m. to 2 p.m.

11. MOVE TO IN-CAMERA SESSION

Durham College By-law No. 1. provides for the Board of Governors to address, in-camera, items of corporate business respecting human resources or litigation matters, confidential items covered under the Freedom of Information and Protection of Privacy Act and, items that the Board deems to be confidential to the College.

Moved By Governor Lanc

Seconded By Governor Rose

"That the Durham College Board of Governors move in-camera after a short recess."

CARRIED

The meeting recessed at 7:42 p.m. and reconvened in-camera at 7:50 p.m.

The Board rose from the in-camera session at 8:23 p.m.

During the in-camera session, the Board discussed recommendations from its Standing Committees and the upcoming Board retreat.

12. ADJOURNMENT

With no further business, the meeting ended at 8:23 p.m.



Ivan DeJong
Board Chair



Melissa Pringle
Corporate and Board Secretary