



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

Date: Wednesday, February 10, 2021

Location: MS Teams

Members Present: Michele James, Chair of the Board  
Lisa Allen  
Suzanne Beale  
Elizabeth Cowie  
Kelly Doyle  
Kevin Griffin  
Kristi Honey, Vice-Chair of the Board  
Gail Johnson Morris  
Christine Kozminski  
Don Lovisa, President  
Bart Lucyk  
Kenneth Michalko (joined the meeting at 6:10 p.m.)  
Ian Murray  
Gary Rose  
Jim Wilson

Members Absent: Robert Lanc

Staff Present: Scott Blakey, Chief Administrative Officer  
Linda Flynn, AVP, Office of Development and Alumni Affairs  
Peter Garrett, Mgr, Strategic Reporting and Government Relations  
Tara Koski, Dean, Students  
Barbara MacCheyne, Chief Financial Officer  
Elaine Popp, Executive Vice-President, Academic  
Melissa Pringle, Corporate and Board Secretary  
Janse Tolmie, AVP, IT Services

**1. CALL TO ORDER**

With quorum present, the meeting was called to order at 6:02 p.m.

**2. INTRODUCTION OF GUESTS**

The Chief Administrative Officer introduced the following guests:

- Marianne Marando, Associate Vice-President, Academic (Enrolment and International Education)
- Kara Woods, Director, Enrolment Services
- Thomas Bezruki, Manager, Emergency Management
- Jacqueline Towell, Manager, International Projects and Partnerships

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

None.

**4. CONFLICT OF INTEREST DECLARATIONS**

None.

**5. PRESENTATIONS**

**5.1 Update on the College's Response to COVID-19**

The Manager, Emergency Management, provided an update on the College's response to COVID-19 and highlighted how the College is using a collaborative approach to respond, prepare, prevent and recover from the pandemic. The Manager, Emergency Management, spoke to the role of the campus Return to Work Group in assessing plans for resumption of activity and responding to incidents on campus. Further, it was reported that the College is working with the Region of Durham to identify a possible site for a mass vaccination clinic and is assisting the Region with vaccination storage as part of the Region's contingency planning. It was also stated that the on-campus Campus Emergency Response Team was reactivated to reduce the volume of campus calls made to Durham Regional Emergency Medical Services.

Governor Michalko joined the meeting.

The Board questioned the Manager, Emergency Management.

## **5.2 Plans for Spring Convocation**

The Associate Vice-President, Academic (Enrolment and International Education), and Director, Enrolment Services presented the recommendations of the Convocation Steering Committee which were to continue the convocation microsite, lawn sign pick-up event, and mailing of credentials to students at no cost for spring 2021. The recommendations were based on the results of a survey that indicated 58% of respondents preferred to wait to celebrate in-person. Further, the recommendations are consistent with other colleges in the GTA. It was also stated that once the College can return to in-person celebrations, all 2020 and 2021 graduates will be invited back to attend a convocation ceremony.

The Board questioned the Associate Vice-President, Academic (Enrolment and International Education), and the Director, Enrolment Services.

## **5.3 Overview of DC's International Projects**

The Associate Vice-President, Academic (Enrolment and International Education), and the Manager, International Projects and Partnerships, provided an overview of the College's international work.

The Board questioned the Manager, International Projects and Partnerships.

## **6. CHAIR'S REPORT**

- The Chair recognized Lisa Allen and Robert Lanc for receiving their advanced good governance certificates through the College Centre of Board Excellence
- The Chair advised that as the CICan Conference is now virtual, the Board can send any governor interested in attending within the same budget.
- The Chair asked Governor Allen and Governor Beale to offer a few comments about their meeting with MPP Lorne Coe on December 11, 2020
  - Governor Allen and Governor Beale reported that their meeting with MPP Coe was positive and focused on three main issues 1) support for COVID-19 relief, 2) funding for the Whitby campus expansion and 3) funding for tuition grants
- The Chair advised she would be providing an update on the executive meeting with Ontario Tech University in the in-camera portion of the meeting

## **7. CO-POPULOUS GOVERNORS' REPORT**

Governor Wilson provided the co-populous governors' report, noting:

- Ontario Tech University is launching a new program to assist students experiencing academic challenges
- Ontario Tech University is currently working on refreshing its vision, mission, and values, and the Board will be considering the new strategy at its meeting on February 25, 2021

## **8. CONSENT AGENDA**

Moved By Governor Allen

Seconded By Governor Wilson

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

### **8.1 Approval of Public Minutes from the December 9, 2020, Board Meeting**

That the public minutes of the Board of Governors meeting of December 9, 2020, be approved as read.

### **8.2 Report of the Governance Review Committee - January 13, 2021**

That all actions taken at the January 13, 2021, meeting of the Governance Review Committee be adopted as recommended and the minutes be approved as read.

### **8.3 President's Report - December 2020 to February 2021**

That Report BOG-2021-10, outlining the president's activities from December 2020 to February 2021, be received for information.

### **8.4 Program Advisory Committee Semi-Annual Report - February 2021**

That Report BOG-2021-09, providing the Program Advisory Committee semi-annual report be received for information.

## **9. DISCUSSION ITEMS**

### **9.1 Update on Winter 2021 Enrolment**

The Associate Vice-President, Academic (Enrolment and International Education), provided an update on the winter 2020 enrolment and reported that the Day 10 total enrolment count is 11,283 students. Overall, the College is seeing a 6.3% decrease in total Day 10 enrolment. The decrease in enrolment is attributed to a lack of flow-through students from lab-based programs that the College suspended a semester one intake for in May and September 2020 because of the pandemic.

The Board questioned the Associate Vice-President, Academic (Enrolment and International Education).

Moved By Governor Beale

Seconded By Governor Rose

“That Report BOG-2021-11, providing an enrolment update for winter 2021 at Day 10 of classes, be received for information.” CARRIED

### **9.2 Government Relations Update**

The Manager, Strategic Reporting and Government Relations provided an update on the College’s provincial budget submission and the various meetings held with Colleges Ontario, Regional mayors, and local MPs, and MPPS since the last Board update. Further, the Manager, Strategic Reporting and Government Relations reported that an op-ed was published in the Toronto Sun on January 19, 2021, regarding the government’s investment in skilled trades. Lastly, the Manager, Strategic Reporting and Government Relations advised that all three post-secondary institutions in Oshawa were invited to participate in a federal pre-budget discussion with MP Ryan Turnbull and worked collaboratively to develop a united message.

The Board questioned the Manager, Strategic Reporting and Government Relations.

Moved By Governor Cowie

Seconded By Governor Murray

“That Report BOG-2021-12, providing an update on government relations activities be received for information.” CARRIED

### **9.3 Second Update on the Business Plan for 2020-2021**

President Lovisa provided some highlights of the 2020-2021 business plan and reported the majority of activities for the 118 actions are tracking well for completion with forty-three (43) items completed to date, and only a few items delayed or cancelled due to the pandemic. Further, President Lovisa explained that the business plan development process is collaborative and demonstrates the College's commitment to moving forward even in a pandemic.

The Board questioned President Lovisa.

Moved By Governor Doyle

Seconded By Governor Michalko

"That Report BOG-2021-13, providing the second update on the 2020-2021 Business Plan, be received for information." CARRIED

## **10. UPCOMING EVENTS**

The following event was highlighted:

- Virtual Board Retreat – March 6, 2021

## **11. MOVE TO IN-CAMERA SESSION**

Durham College By-law No. 1 provides for the Board of Governors to address in-camera, items covered under the Freedom of Information and Protection of Privacy Act and items of business the Board deems confidential.

Moved By Governor Griffin

Seconded By Governor Lucyk

"That the Durham College Board of Governors move in-camera after a 10-minute recess." CARRIED

The meeting recessed at 7:32 p.m. and reconvened in-camera at 7:42 p.m.

The Board rose from the in-camera session at 8:59 p.m.

During the in-camera session, the Board discussed recommendations from its Standing Committees and the outcome of a recent Executive Committee meeting with Ontario Tech University.

## **12. ADJOURNMENT**

With no further business, the meeting ended at 8:59 p.m.