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

Date: Wednesday, December 8, 2021

Location: Hybrid Meeting, Global Classroom (CFCE 145) & MS Teams

Members Present:
Kristi Honey, Chair of the Board
Lisa Allen
Ian Ball (attended virtually)
Suzanne Beale
Elizabeth Cowie (arrived at 6:04 p.m.)
Kelly Doyle
Gail Johnson Morris
Don Lovisa, President
Kenneth Michalko (attended virtually)
Ian Murray (attended virtually)
Kunal Nagpal
Jerry Ouellette (attended virtually)
Jennifer Powell
Gary Rose, Vice-Chair of the Board
Dwight Townsend (attended virtually)
Nathan Wilson

Staff Present:
Tara Koski, Dean, Students
Barbara MacCheyne, Chief Financial Officer
Elaine Popp, Executive Vice-President, Academic
Melissa Pringle, Corporate and Board Secretary

1. CALL TO ORDER

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

2. INTRODUCTION OF GUESTS

The Chief Financial Officer introduced the following guests:

- Michelle Hutt, Associate Vice-President, Academic (Enrolment & International Education)
- Janine Knight-Grofe, Manager, International Education
- Rebecca Milburn, Executive Dean, School of START/CFF
- Stephanie Ball, Executive Dean, School of Justice & Emergency Services and School of Interdisciplinary Studies
- Nikki Samuel, Director, Equity, Diversity and Inclusion
- Tyler Creces, Sexual Violence Education and Support Coordinator

3. ADDITIONS/DELETIONS TO THE AGENDA

None.

4. CONFLICT OF INTEREST DECLARATIONS

None.

5. PRESENTATIONS

5.1 Michelle Hutt, Associate Vice-President, Academic (Enrolment & International Education) & Janine Knight-Grofe, Manager, International Education to present an update on international education

The Associate Vice-President, Academic (Enrolment & International Education) and Manager, International Education, addressed the recent news coverage and realities of international education in Ontario. Further, the presenters spoke to the College's International and Global Engagement Plan, persistence model, and learning community.

Governor Cowie entered at 6:04 p.m.

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

6. CHAIR'S REPORT

The following items were discussed:

- The Chair advised she was appointed as Board Chair of College Employer Council for a one-year term
- The Chair announced that the Premier's awards were held on November 18, and despite having solid nominees, the College did not win any awards
- Governors' Allen, Doyle, Rose, Wilson, and President Lovisa reflected on their attendance at the Higher Education Summit
- Governor Doyle explained the DiSC Work of Leaders assessment for the team building event on January 27, 2022
- Governors were reminded to sign and return their leadership agreement

7. CONSENT AGENDA

Moved By Governor Allen
Seconded By Governor Ball
"That all items listed under the heading of consent agenda be adopted as recommended." CARRIED

7.1 Approval of Minutes from October 13, 2021, Board Meeting

That the public minutes of the Board of Governors meeting on October 13, 2021, be approved as read.

7.2 Durham College Student Association's 2020-2021 Audited Financial Statements and 2021-2022 Operating Budget

That based on Item BOG-2021-80, the Durham College Student Association's 2020-2021 audited financial statements and 2021-2022 operating budget be received for information.

7.3 President's Report - October to November 2021

That Report BOG-2021-74, outlining the president's activities from October to November 2021, be received for information.

8. DECISION ITEMS

8.1 Approval to Formalize Programs of Instruction: Ontario College Certificates - Apprenticeships

The Executive Vice-President, Academic and the Executive Dean, School of START/CFF, presented several apprenticeship programs to be formally recognized as Ontario College certificates. The presenters reported that the initiative to formalize apprenticeship programs as Ontario College certificates would modernize the skilled trades and apprenticeship system and enable the province's economic recovery by supporting awareness of the skilled trades. Further, President Lovisa advised that this initiative is a cumulation of 8 years of work with Colleges Ontario, giving the post-secondary sector a competitive advantage.

The Board questioned the Executive Vice-President, Academic and the Executive Dean, School of START/CFF.

Following a brief discussion, the Board requested that the apprenticeship system be a topic for a future *Learn More* session.

Moved By Governor Beale
Seconded By Governor Cowie
"That in accordance with Report BOG-2021-70, the following programs be formally recognized as Ontario College Certificates, effective Fall 2022:

School of Hospitality and Horticultural Sciences (HHS)

- Culinary Skills – Cook II Apprenticeship, Ontario College Certificate, MTCU Code 43107, Trade# 415A

School of Health and Community Services (HCS)

- Early Childhood Assistant - Apprenticeship, Ontario College Certificate, MTCU Code 41211, Trade# 620C

School of Skilled Trades, Apprenticeship and Renewable Technology (START)

- Electrical Techniques – Construction and Maintenance Apprenticeship, Ontario College Certificate, MTCU Code 45613, Trade# 309A
- Electrical Techniques – Industrial Electrician Apprenticeship, Ontario College Certificate, MTCU Code 45613, Trade# 442A

- Manufacturing Techniques – Millwright Apprenticeship, Ontario College Certificate, MTCU Code 47000, Trade# 433A
- Mechanical Techniques – Elevating Devices Mechanic Apprenticeship, Ontario College Certificate, MTCU Code 41007, Trade# 636E
- Mechanical Techniques – Steamfitting Apprenticeship, Ontario College Certificate, MTCU Code 41007, Trade# 307A
- Motive Power Fundamentals – Automotive Service Apprenticeship, Ontario College Certificate, MTCU Code 46405, Trade# 310S
- Plumbing Techniques - Apprenticeship, Ontario College Certificate, MTCU Code 41010, Trade# 306A
- Welding Techniques Apprenticeship, Ontario College Certificate, MTCU Code 44900, Trade# 456A." CARRIED

President Lovisa temporarily left and re-entered the meeting.

8.2 New Program of Instruction: Fire Protection Technology

The Executive Vice-President, Academic, assured the Board that the proposed Fire Protection Technology program had undergone the full internal approval process and complied with the Ministry Binding Policy Directive on Programs of Instruction and the credentials framework.

The Executive Vice-President, Academic and Executive Dean, School of Justice & Emergency Services and School of Interdisciplinary Studies reported the Fire Prevention Technology Ontario College Advanced Diploma program would offer students an opportunity to explore the practical, theoretical, provincial, and national legislative aspects of the science and art of fire protection and prevention.

As per the environmental scan conducted by the Office of Research Services, the Fire Prevention Technology program would be a solid addition to the College's program offerings for the following reasons:

- Strong fall enrolment with some international interest;
- Catchment loss of approximately ten students per year;
- High employment and related employment rates for graduates;
- Graduates earn higher wages than average college graduates.

The Board questioned the Executive Vice-President, Academic and Executive Dean, School of Justice & Emergency Services, and School of Interdisciplinary Studies concerning various aspects of the new program.

Moved By Governor Doyle
Seconded By Governor Johnson Morris
"That in accordance with Report BOG-2021-71, the proposed Ontario College Advanced Diploma program of instruction listed below be approved:

- Fire Prevention Technology." CARRIED

9. DISCUSSION ITEMS

9.1 Sexual Violence and Harassment Action Plan Implementation Report (Bill 132)

The Director, Equity, Diversity and Inclusion, and the Sexual Violence Education and Support Coordinator presented the Sexual Violence and Harassment Action Plan Report. They provided an overview of recent amendments to the College's policy to comply with changes to the *Sexual Violence and Harassment Action Plan Act*. Further, they reported nine informal disclosures for the reporting period of November 2020 to November 2021. In addition, the presenters highlighted the education and awareness campaigns and programming being deployed at the College to support this work.

The Board questioned the Director, Equity, Diversity and Inclusion, and the Sexual Violence Education and Support Coordinator.

Moved By Governor Michalko
Seconded By Governor Murray
"That Report BOG-2021-81, presenting disclosure statistics for the reporting period of November 2020 to November 2021 as a directive of the Sexual Violence and Harassment Plan be received for information." CARRIED

9.2 Summary of Collaborative Efforts with Ontario Tech University

President Lovisa presented a list of ongoing activities and initiatives between Durham College and Ontario Tech University to demonstrate cooperation and collaboration. Further, President Lovisa provided an update on the Joint Institutional Planning Committee that will meet regularly to ensure an effective and collaborative partnership. The Committee's vision is "two institutions with distinct strengths on one shared campus," and the leadership team developed guiding principles to support the work of the Committee. President Lovisa advised the terms of reference for the Committee would be shared with the Board once signed by both institutions.

The Board questioned President Lovisa.

Moved By Governor Nagpal
Seconded By Governor Ouellette
"That Report BOG-2021-73 providing a summary of collaborative efforts between Durham College and Ontario Tech University be received for information."
CARRIED

9.3 Office of the Auditor General of Ontario: Value-for-Money-Audit - Public Colleges Oversight

President Lovisa provided introductory comments on the findings outlined in the Auditor General's Value for Money Audit, Public Colleges Oversight.

The Board questioned President Lovisa.

Following a brief discussion, the Board requested an information report evaluating the College against the findings in the audit report.

10. UPCOMING EVENTS

The following events were highlighted:

- Campus Closure: December 24, 2021, to January 4, 2022
- Board Team Building Event (DiSC Work of Leaders) - January 27, 2022, from 6:30 p.m. to 8:30 p.m., Centre for Food
- Board Retreat - March 5 to March 6, 2022, Global Classroom

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 Powell
Seconded By Governor Rose
"That the Durham College Board of Governors move in-camera after a 10-minute recess." CARRIED

The Board recessed at 8:00 p.m. and reconvened in-camera at 8:12 p.m.

The Board rose from the in-camera session at 8:56 p.m.

During the in-camera session, the Board discussed recommendations from its Standing Committees and discussed learnings from recent education sessions.

11. ADJOURNMENT

With no further business, the meeting ended at 8:57 p.m.

Kristi Honey
Board Chair

Melissa Pringle
Corporate and Board Secretary