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

Date:	Wednesday, April 13, 2022
Location:	Virtual Meeting, MS Teams
Members Present:	Kristi Honey, Chair of the Board Lisa Allen Ian Ball Suzanne Beale Elizabeth Cowie Kelly Doyle Gail Johnson Morris Don Lovisa, President Kenneth Michalko Ian Murray Jerry Ouellette Jennifer Powell Gary Rose, Vice-Chair of the Board Dwight Townsend (joined the meeting at 6:11 p.m.) Nathan Wilson
Members Absent:	Kunal Nagpal
Staff Present:	Scott Blakey, Chief Administrative Officer Linda Flynn, AVP, Office of Development & Alumni Affairs Peter Garrett, Mgr., Strategic Reporting and Government Relations Tara Koski, Dean, Students Barbara MacCheyne, Chief Financial Officer & VP, Administration 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 Chair called the meeting to order at 6:00 p.m.

The meeting opened with a land acknowledgement.

2. INTRODUCTION OF GUESTS

The Chief Administrative Officer introduced the following guests:

- Heather Anderson, Weston Scholar
- Amanda Banning, Indigenous Coach, First Peoples Indigenous Centre
- Jennifer Cosway, Associate Vice-President, Human Resources and Equity
- Jana Forsyth, Program Coordinator, Weston Family Scholarship
- Michelle Hutt, Associate Vice-President, Academic (Enrolment and International Education)
- Debbie McKee Demczyk, Dean, Research Services
- Nikki Samuel, Director, Equity, Diversity and Inclusion
- Holly Tyson, Administrative Assistant, Office of the President
- Atif (Tif) Usmani, Incoming Student Governor

3. ADDITIONS/DELETIONS TO THE AGENDA

None.

4. CONFLICT OF INTEREST DECLARATIONS

None.

5. PRESENTATIONS

5.1 Weston Scholar Program

The Board received a presentation from the Associate Vice-President, Office of Development and Alumni Affairs, the Weston Family Scholar Coordinator, and student, H. Anderson about the College's partnership with the Weston Family Foundation, which has donated approximately $4.5M to the College and provided entrance scholarships to at-risk students to study trades.

Governor Townsend joined the meeting.

5.2 2022-2023 Operating & Capital Budgets

The Board received a presentation from the Chief Financial Officer and Vice-President, Administration, about the 2022-2023 operating and capital budgets. Further, the Chief Financial Officer and Vice-President, Administration announced the College is presenting a balanced operating budget for 2022-2023, which targets to:

- Realize 12,198 students in fall 2022 (8.4% increase over fall 2021);
- Increase revenues to $217M (8.6% increase over 2021-2022);
- Add two new programs with new hires to support enrolment growth;
- Invest $0.5M in one-time strategic initiatives;
- Reduce long-term debt by $4.7M; and,
- Invest $16.3M in capital projects to support campus infrastructure and academic programs.

The Board questioned the Chief Financial Officer and Vice-President, Administration.

6. CHAIR'S REPORT

The Board received a report from the Chair on the following items:

- Atif Usmani was introduced as the incoming Student Governor;
- The recent announcement by the Ministry of Colleges and Universities on credential reform and the ability for colleges to offer 3-year degrees, an initiative that has been on Colleges Ontario's work plan since 2011; and,
- Governors were thanked for completing the Board Evaluation survey and were advised the data is being compiled and will come forward to a future Board meeting.

7. CO-POPULOUS GOVERNORS' REPORT

None.

8. CONSENT AGENDA

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

8.1 Approval of Public Board Meeting Minutes of February 9, 2022

That the public minutes of the Board of Governors meeting on February 9, 2022, be approved as read.

8.2 Public Report of the Audit & Finance Committee - March 21, 2022

1. That based on Report FIN-2022-08, the 2022-23 balanced operating budget and the 2022-23 net capital budget of $7,493,650, be approved; and,

2. That the pre-budget request for $3.5M to advance capital projects in 2023-24 be approved; and,

3. That Report FIN-2022-08 be released publicly with operating and capital budgets to be reviewed and approved by the Board during its public session on April 13, 2022; and,

4. That the approved 2022-23 Operating and Capital Budgets of Durham College be submitted to the Ministry of Colleges and Universities by the deadline.

8.3 President's Report - February to April 2022

That Report BOG-2022-28, outlining the president's activities from February to April 2022, be received for information.

8.4 Post-Election Report for the 2022-2023 Student Governor Election

1. That Report BOG-2022-26 providing the post-election report for the 2022-2023 student governor election, be received for information; and,

2. That the Board of Governors ratify the results of the student governor election, and Atif Usmani be confirmed as the student governor for a one-year term effective September 1, 2022.

8.5 The Barrett Centre for Innovation in Sustainable Urban Agriculture - 2022 Annual Report

That based on Item BOG-2022-24, the 2022 annual report for the Barrett Centre for Innovation in Sustainable Urban Agriculture be received for information.

9. DISCUSSION ITEMS

9.1 Update on Plans for Spring Convocation

The Board received an update from Associate Vice-President, Academic (Enrolment & International Education) on plans to return to in-person convocation ceremonies in June. Further, the Associate Vice-President, Academic (Enrolment & International Education) advised the College had sent invitations to approximately 14,000 graduates, and plans were underway to incorporate some new traditions (e.g., digital program, audience interaction, lawn signs) into the celebrations.

9.2 Update on the Work of the Indigenization Council

The Board received an update from the Indigenous Coach, First Peoples Indigenous Centre, on the work of the Indigenization Council, and the following initiatives were highlighted:

- The updating of the corporate land acknowledgement and the creation of resources to respond to requests from DC employees, students, and external community members seeking assistance to craft a land acknowledgement, and upcoming workshops to support employees in learning about the importance of land acknowledgements and respecting the land.
- The decision by the School of Health and Community Services to require students to participate in at least one Indigenous-focused general education course and the expansion of the general education breadth of courses with an Indigenous focus.
- The refreshing of the Indigenous Histories and Reconciliation Course modules with funding received from the eCampusOntario Virtual Learning Strategy initiative.

The Board questioned President Lovisa, the Executive Vice-President, Academic, and the Indigenous Coach, First Peoples Indigenous Centre, and requested access to the Indigenous Histories and Reconciliation Course modules.

Moved By Governor Rose
Seconded By Governor Powell
“That Report BOG-2022-38 providing an update on the work of the Indigenization Council be received for information.” CARRIED

9.3 Dimensions Charter and Equity, Diversity and Inclusion Update

The Board received an update from the Associate Vice-President, Human Resources and Equity, the Director, Equity, Diversity and Inclusion, and the Dean, Research Services, on progress made towards commitments under the Dimensions Charter and the College's work in support of equity, diversity, and inclusion (EDI) initiatives.

Further, the Director, Equity, Diversity, and Inclusion, advised the Board that the EDI work plan is guided by the results of the self-identification survey administered in the winter of 2021 and focuses on education and training, complaints resolution supports, community outreach, and sexual violence supports.

Additionally, the Dean, Research Services spoke about activities the Office of Research Services, Innovation and Entrepreneurship is doing to support the Dimensions Charter, signed in 2019 and focuses on EDI in research.

The Board questioned the Associate Vice-President, Human Resources and Equity, the Dean, Research Services, and the Director, Equity, Diversity and Inclusion, concerning tracking statistics related to the types of complaints received.

Moved By Governor Ouellette
Seconded By Governor Ball
"That Report BOG-2022-39, providing an update on the College's equity, diversity and inclusion activities and work in support of the Dimensions Charter, be received for information." CARRIED

9.4 Proposed Extension to the 2020-2023 Strategic Plan

The Board received a report from the Manager, Strategic Reporting and Government Relations, recommending a two-year extension to the 2020-2023 strategic plan (if approved, the plan would expire in 2025) based on recent consultations with the senior leadership team and Board of Governors. Further, the Manager, Strategic Reporting and Government Relations, reported to the Board that should the extension be approved, the plan would be refreshed and relaunched at the Employee Town Hall in May.

Moved By Governor Murray
Seconded By Governor Michalko
"That pursuant to Report BOG-2022-36, the Board of Governors approves a two-year extension to the 2020-2023 Strategic Plan." CARRIED

9.5 Final Results of the 2021-2022 Business Plan

The Board received the final results of the 2021-2022 Business Plan from President Lovisa, which highlighted that out of 123 actions, 101 actions were marked complete, with the remaining actions expected to be completed by the end of the fiscal year or identified as on hold, delayed, or cancelled due to a variety of reasons. President Lovisa highlighted several successes in the plan, including the creation of new micro-credentials, the College's work-integrated learning programs, accolades such as Top GTA employer and Canada's Green Employer, efforts to increase enrolment, and work in support of EDI initiatives and Indigenization.

Moved By Governor Johnson Morris
Seconded By Governor Doyle
"That Report BOG-2022-35, providing the final update on the 2021-2022 Business Plan, be received for information." CARRIED

9.6 Government Relations Update

The Board received a report from the Manager, Strategic Reporting and Government Relations, about various government relations activities and advocacy efforts happening at the federal, provincial, and municipal levels. Further, the Manager, Strategic Reporting and Government Relations, provided the Board details about the upcoming provincial election.

Moved By Governor Beale
Seconded By Governor Cowie
"That Report BOG-2022-37, providing an update on government relations activities, be received for information." CARRIED

10. UPCOMING EVENTS

The Chair highlighted the following events:

- Nominations Open for the Election of Chair and Vice-Chair of the Board - April 18 to 21; the election will be held on April 25 & 26 if required
- Learn More Series - Art of Fundraising & Overview of DC Foundation - April 18, 2022, at 7:00 p.m. (MS Teams)
- Grand Opening - Centre for Skilled Trades & Technology - April 21, 2022, at 10:00 a.m.
- CICan Conference - April 25 to 27, 2022
- Learn More Series - Program Development, Approval & Quality Assurance - May 3, 2022, at 6:00 p.m. (MS Teams)
- Employee Town Hall - May 3, 2022, at 10:00 a.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 Ball
Seconded By Governor Allen
"That the Durham College Board of Governors move in-camera after a 10-minute recess." CARRIED

The Board recessed at 7:39 p.m. and reconvened in-camera at 7:49 p.m.

The Board rose from the in-camera session at 8:36 p.m.

During the in-camera session, the Board discussed recommendations from its Standing Committees, policy recommendations related to public College private partnerships, collective bargaining, and correspondence from Ontario Tech University regarding co-populous representation.

12. ADJOURNMENT

With no further business, the meeting ended at 8:36 p.m.

K Honey

Kristi Honey
Board Chair

M Pringle

Melissa Pringle
Corporate and Board Secretary