



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

Date: Wednesday, December 14, 2022

Location: Oshawa Campus, Durham College Boardroom, A144

Members Present: Gary Rose, Chair of the Board
Lisa Allen
Ian Ball
Suzanne Beale
Melissa Bosomworth
Kaylan Chakravarthy
Gail Johnson Morris, Vice-Chair of the Board
Don Lovisa, President
Kenneth Michalko (entered the meeting at 6:05 p.m.)
Ian Murray
Jerry Ouellette
Peter Pryce
Dwight Townsend (entered the meeting at 6:10 p.m.)
Nathan Wilson

Members Absent: Kelly Doyle
Elizabeth Cowie
Atif Usmani

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/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.

2. INTRODUCTION OF GUESTS

The Chief Administrative Officer introduced the following guests:

- Kevin Baker, Executive Dean, Faculty of Business
- Jean Choi, Executive Dean, Faculty of Liberal Studies
- Jenny Cortez-Cordova, Professor, Faculty of Science, Engineering & Information Technology
- Jennifer Cosway, AVP, Human Resources & Equity
- Kayla Goldhawk, Executive Assistant to the AVP, Human Resources & Equity
- Danielle Harder, Professor, Faculty of Media, Art & Design
- Debbie Johnston, AVP, Academic (Enrolment & International Education)
- Thom MacDonald, Dean, International Education
- Debbie McKee Demczyk, Dean, ORSIE
- Rebecca Milburn, Executive Dean, Faculty of Skilled Trades & Apprenticeship and Faculty of Hospitality and Horticulture Science & Principal of Whitby Campus
- Nikki Samuel, Director, Equity, Diversity & Inclusion
- Rogier Ten Kate, Professor, Faculty of Business

3. CONFLICT OF INTEREST DECLARATIONS

The Chair asked if there were any conflicts of interest to declare. None noted.

4. PRESENTATIONS

Governor Michalko entered the meeting.

4.1 DC's Global Engagement Strategy with Thom MacDonald, Rogier Ten Kate Danielle Harder and Jenny Cortez-Cordova

The Board received a video presentation from the Executive Vice-President, Academic, the Dean, International Education, Professor J. Cortez-Cordova, Professor D. Harder, and Professor R. Ten Kate about Durham College's (DC) Global Engagement Strategy and the role of the Global Learning Facilitator.

Governor Townsend entered at 6:10 p.m.

The Board questioned the presenters about how projects and locations for the Faculty-Led Classroom Abroad are chosen, the benefits of internationalization for domestic students, and if our international work correlates to increased enrolment. In response to questions, the presenters explained that many of DC's international projects are driven by passion, industry connections, and the expertise of the faculty involved. They also highlighted the importance of global citizenship for all DC students. Additionally, President Lovisa spoke about the role of CIG in supporting DC's international projects and collaborations.

5. 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

5.1 Approval of the Board Meeting Agenda for December 14, 2022

That the public agenda for the December 14, 2022, Board of Governors meeting be approved as presented.

5.2 Public Minutes of the October 12, 2022 Board of Governors Meeting

That the public minutes of the Board of Governors meeting of October 12, 2022, be approved as presented.

5.3 Report of the Governance Review Committee - November 9, 2022

That the report of the Governance Review Committee meeting on November 9, 2022, be received for information and all actions be approved as presented.

6. CHAIR'S REPORT

As part of the Chair's report:

- The Chair acknowledged Kaylan Chakravarthy for recently being recognized for enterprise excellence and innovation in IT by CIO Awards Canada.
- The Chair acknowledged Don Lovisa for completing the Institute of Corporate Directors program as part of the 99th graduating class.
- The Chair acknowledged DC for being named one of the GTA's top employers for the twelfth year.

- The Chair encouraged Governors to complete the Board Retreat Information Form and to attend the *Taste of the Trades* social event in January (January 12, 2023, at 5:30 p.m., Whitby Campus).
- The Chair reported that the first *Highlights from the Board of Governors* newsletter was sent to the college community after the October 12, 2022, board meeting and received positive feedback; the analytics showed that over 700 employees opened the newsletter.
- The Chair reported on the College Employer Council (CEC) Board of Directors meeting he attended on Tuesday, November 29, 2022. Topics discussed included the group insurance report, appointments to the CAAT pension plan and other Committees, the appointment of KPMG as CEC's auditor, and work to upgrade their website.
- The Vice-Chair reported on the DC Foundation Board meeting she attended on Tuesday, December 6, 2022, where the investment portfolio was reviewed and the foundation's future options were discussed. Further, the DC Board was advised that the Chair of the Foundation will attend the Executive Committee meeting in January 2023 to discuss options for the foundation's future.
- Governors Bosomworth, Chakravarthy, Johnson-Morris, and Pryce shared reflections about the Higher Education Summit. Further, the Chair reported that despite having four strong nominations, DC did not win at the Premier's Awards gala.

7. CO-POPULOUS GOVERNORS' REPORT

There was no co-populous governors' report.

8. DECISION ITEMS

8.1 New Program of Instruction: Hoisting Technique and Tower Crane Operation - Apprenticeship

The Board received a report from the Executive Vice-President, Academic and Executive Dean, Faculty of Skilled Trades & Apprenticeship and Faculty of Hospitality and Horticulture Science introducing a new program of instruction for approval, hosting techniques and tower crane operation-apprenticeship. In support of the program proposal, the Executive Vice-President, Academic explained the various types of credentials permitted under the Ontario Qualifications Framework and further explained that the report was before the Board again for approval as a DC certificate program because the Ministry did not grant approval to increase the number of program hours.

The Board questioned the Executive Vice-President, Academic and the Executive Dean, Faculty of Skilled Trades & Apprenticeship and Faculty of Hospitality and Horticulture Science regarding the differences between credential types, the competitive advantage for DC, the capital financing required to procure the necessary equipment, and possible issues related to union employers.

Moved by Governor Pryce

Seconded by Governor Ouellette

"That in accordance with Report BOG-2022-69, the Hoisting Techniques and Tower Crane Operation - Apprenticeship Durham College Certificate program be approved." CARRIED

President Lovisa temporarily left and re-entered the meeting.

8.2 New Program of Instruction: Professional Selling & Business Development (1 year & 2-year) and Business Graduate Certificate Cluster (2-year)

The Board received a report from the Executive Vice-President, Academic and the Executive Dean, Faculty of Business, introducing new programs of instruction for approval, Professional Selling & Business Development, Professional Selling & Business Development – Canadian Context and Business Graduate Certificate Cluster – Canadian Context. The Executive Vice-President, Academic assured the Board that the program had gone through the full internal approval process and complied with the Ministry Binding Policy Directives.

Further, the Executive Vice-President, Academic explained that the 2-year graduate certificate is unique in the sector but is appealing to international students looking to qualify for a three-year work permit and immigration status post-graduation.

Governor Rose temporarily left and re-entered the meeting.

The Executive Dean, Faculty of Business reviewed the environmental scan that informed the program, and the program highlights. He spoke about the certificates embedded in the program, including the Canadian Professional Sales Association sales certificate. Additionally, the Executive Dean, Faculty of Business advised that courses share a common first semester and each program will be required to add a program learning outcome to address the Canadian historical context.

The Board questioned the Executive Vice-President, Academic and the Executive Dean, Faculty of Business, about the breadth of Canadian history

being taught as part of the curriculum and if plans were in place to teach the Canadian context across additional disciplines.

Moved by Governor Murray

Seconded by Governor Michalko

"That in accordance with Report BOG-2022-85, the Professional Selling & Business Development, Professional Selling & Business Development – Canadian Context, and Business Graduate Certificate Cluster – Canadian Context, Ontario College Graduate Certificate programs be approved." CARRIED

8.3 New Program of Instruction: Fundraising Management

The Board received a report from the Executive Vice-President, Academic and Executive Dean, Faculty of Liberal Studies, introducing a new program of instruction for approval, fundraising management (Durham College certificate). The Executive Vice-President, Academic assured the Board that the program had gone through the full internal approval process and complied with the Ministry Binding Policy Directives. Additionally, the Executive Vice-President Academic advised that Algonquin College within OntarioLearn hosts all six courses comprising the certificate.

The Executive Dean, Liberal Studies reviewed the program highlights, and target markets. She also summarized the data received by analyzing several job advertisements in the Greater Toronto Area and across the province, asking for fundraising experience.

The Board questioned the Executive Vice-President, Academic and the Executive Dean, Faculty of Liberal Studies, about how the program is advertised and suggested that the staff of rural municipalities may also be a target market.

Moved by Governor Johnson Morris

Seconded by Governor Ball

"That in accordance with Report BOG-2022-84, the Fundraising Management, Durham College certificate program be approved." CARRIED

8.4 Request for Permanent Program Suspension - Programmer/Information System

The Board received a report from the Executive Vice-President, Academic seeking approval to permanently suspend the Programmer/Information System program, which was never launched nor had any enrolment.

Moved by Governor Chakravarthy

Seconded by Governor Allen

"That in accordance with Report BOG-2022-81, the following program be permanently suspended effective fall 2021:

Faculty of Science, Engineering and Information Technology

- Programmer/Information System (core), Ontario College Diploma, (MTCU 50503, APS DURH90007)." CARRIED

9. DISCUSSION ITEMS

9.1 Sexual Violence and Harassment Action Plan Statistics Report

The Board received a report from the Director, Equity, Diversity & Inclusion, about updates to the College's Sexual Violence policy to comply with legislative requirements and statistical information about the number of formal and informal reports received between November 2021 to November 2022. Also, the Director, Equity, Diversity & Inclusion, spoke to the breadth of DC's education and awareness programs.

The Board questioned the Director, Equity, Diversity & Inclusion about the uptick in numbers, the factors that constitute an informal disclosure, and the access to community supports. In response to questions, the Director, Equity, Diversity & Inclusion advised the uptick in reporting is reflective of the return to campus and reported shadow pandemic of gender-based and intimate partner violence.

Governor Ball temporarily left and re-entered the meeting.

9.2 Update on the College's Social Responsibility Initiatives

The Board received a report from President Lovisa and the Manager, Strategic Reporting and Government Relations about the work to track the status and progress of the social commitments DC has signed, including BlackNorth, the Indigenous Education Protocol, the Dimensions Charter, and the Sustainable Development Goals Accord. Further, the Manager, Strategic Reporting and Government Relations spoke to plans to track social commitments in the business plan. He noted that only certain commitments are highlighted in the report because any legislative requirements (e.g., accessibility) or directives by the Ministry are captured and tracked differently. Additionally, President Lovisa advised that the BlackNorth initiative has changed from its original mandate, and now institutions are reflecting on the Scarborough Charter commitments to support anti-black racism and black inclusion in higher education.

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

9.3 Quality Assurance Audit

The Board received a verbal report from the Executive Vice-President, Academic, about the upcoming quality assurance audit. She outlined the steps in the audit process, including preparing a self-study and a two-day site visit from the auditors, who will meet with pre-selected representatives from all areas of the College. Once approved by the Ontario College Quality Assurance Service Board, the final audit report is shared publicly.

Governor Beale temporarily left and re-entered the meeting.

10. INFORMATION ITEMS

The following items were presented for information:

10.1 2021-2022 Audited Financial Statements of the Durham College Student Association

10.2 President's Report - September to December 2022

11. UPCOMING EVENTS

The Chair drew attention to the following events:

- Holiday Campus Closure - December 24, 2022 to January 2, 2023
- Board Social Event - Taste of the Trades - January 12, 2023, at 5:30 p.m., Whitby Campus

12. MOVE TO IN-CAMERA SESSION

Durham College By-law No. 1 provides for the Board of Governors to address, in-camera, corporate business items that the Board deems confidential to the College.

Moved by Governor Bosomworth

Seconded by Governor Beale

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

The meeting recessed at 8:09 p.m. and reconvened in-camera at 8:20 p.m.

The Board rose from the in-camera session at 8:55 p.m.

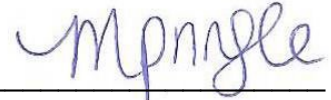
During the in-camera session, the Board discussed recommendations from its standing committees, the issue of executive compensation, the president's mid-year performance update, the lack of co-populous representation, and issues related to international education and standards of practice.

12. ADJOURNMENT

With no further business, the meeting adjourned at 8:56 p.m.



Gary Rose
Board Chair



Melissa Pringle
Corporate and Board Secretary