



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

Date: Wednesday, April 10, 2024

Location: Oshawa Campus, Durham College Boardroom A144

Members Present: Gail Johnson Morris, Board Chair
Lisa Allen, Board Vice-Chair
Ian Ball
Melissa Bosomworth
Jim Brown
Elizabeth Cowie
Liam Croft
Jeff Dorman
Kelly Doyle
Ian Murray
Jerry Ouellette
Elaine Popp, President
Peter Pryce
Dwight Townsend (attended virtually)
Nathan Wilson

Members Absent: Kalyan Chakravarthy
John Ecker

Staff Present: Scott Blakey, Chief Administrative Officer
Jean Choi, VP, Academic
Linda Flynn, AVP, Office of Advancement and Alumni Relations
Barbara MacCheyne, VP, Administration/Chief Financial Officer
Melissa Pringle, Manager, Board Governance and Privacy
Bonnie St. George, VP, External Relations and Advancement
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 Chair offered a land acknowledgement.

2. INTRODUCTION OF GUESTS

The Chief Administrative Officer introduced the following guests:

- Jennifer Elliott, Director, Campus Health and Wellness Centre
- Barry Waite, Executive Dean, Faculty of Media, Art and Design
- Thom MacDonald, Dean, International Education

3. CONFLICT OF INTEREST DECLARATIONS

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

4. PRESENTATIONS

4.1 Program Spotlight: Durham College's Food Literacy Initiative – Food IQ

The Board received a presentation from the Director, Campus Health and Wellness Centre, regarding initiatives at Durham College to address food insecurity and enhance food literacy on campus.

The Board questioned the Director, Campus Health and Wellness Centre.

5. 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

5.1 Approval of Public Session Agenda - April 10, 2024

That the agenda for the April 10, 2024 Board of Governors meeting be approved as presented.

5.2 Approval of Public Minutes from the February 21, 2024 Board Meeting

That the public minutes from the February 21, 2024, Board of Governors meeting be approved as presented.

5.3 Report of the Governance Review Committee - March 25, 2024

That the Governance Review Committee report of March 25, 2024, be received for information and the following resolution be adopted:

That based on GOV-2024-09, the Board's Policy: 'Negotiating the President's Contract' be approved as amended.

6. CHAIR'S REPORT

The following items were included in the Chair's report:

- The Chair reminded the Board to complete the Board Evaluation and Committee Preference survey and about the upcoming election for Chair and Vice-Chair.
- The Chair provided Governors an opportunity to share feedback about the Board retreat.

7. CO-POPULOUS GOVERNORS' REPORT

There was no co-populous governors' report.

8. DECISION ITEMS

8.1 New Program of Instruction: Interior Decorating - Ontario College Diploma

The Board received a report from the Vice-President, Academic and Executive Dean, Faculty of Media, Art and Design, presenting a new program of instruction for approval, Interior Decorating – Ontario College Diploma.

The Board questioned the Vice-President, Academic and Executive Dean, Faculty of Media, Art and Design about elements of the program.

Moved by Governor Bosomworth

Seconded by Governor Brown

“That in accordance with Report BOG-2024-22, the Interior Decorating Ontario College Diploma program be approved.” CARRIED

8.2 Request for Permanent Program Suspension: Contemporary Media Production

The Board received a report from the Vice-President, Academic regarding a request for permanent program suspension for contemporary media production.

Moved by Governor Pryce

Seconded by Governor Cowie

“That based on Report BOG-2024-23, the following program be permanently suspended effective Fall 2024:

Faculty of Media, Art and Design

- Contemporary Media Production (CMEP), Ontario College Advanced Diploma (MTCU Code 69403/APS 1110).” CARRIED

8.3 Request for Permanent Program Suspension: Advanced Baking and Pastry Arts

The Board received a report from the Vice-President, Academic regarding a request for permanent program suspension for advanced baking and pastry arts.

The Board questioned the Vice-President, Academic.

Moved by Governor Croft

Seconded by Governor Dornan

“That based on Report BOG-2024-24, the following program be permanently suspended effective Fall 2024:

Faculty of Hospitality and Horticultural Science

- Advanced Baking and Pastry Arts (ABAK), Ontario College Graduate Certificate (MTCU Code 73106/APS 01235).” CARRIED

8.4 Request for Permanent Program Suspension: Renewable Energy Technician

The Board received a report from the Vice-President, Academic, regarding a request for permanent program suspension for renewable energy technician.

The Board questioned the Vice-President, Academic, regarding the ability to revive a program once it's suspended.

Moved by Governor Doyle

Seconded by Governor Murray

"That based on Report BOG-2024-25, the following program be permanently suspended effective Fall 2024:

Faculty of Skilled Trades and Apprenticeship

- Renewable Energy Technician (RET), Ontario College Diploma, (MTCU Code 55503/APS01182)." CARRIED

8.5 Public Report of the Audit and Finance Committee - March 19, 2024

The Board received a report from the Chief Financial Officer/VP, Administration presenting the 2023-2024 capital budget for approval. The Chief Financial Officer/VP, Administration reported that the proposed \$17.3M capital budget aims to refresh aging equipment, invest in IT resources and improvements to campus facilities, and increase accessibility.

The Audit and Finance Committee Chair offered comments about the budget and the in-depth analysis that contributes to how decisions are made.

The Board questioned the Chief Financial Officer/VP, Administration.

Moved by Governor Townsend

Seconded by Governor Pryce

"That the Audit and Finance Committee report of March 19, 2024, be received for information and the following resolution be adopted:

That based on Report FIN-2024-10:

1. The 2024-2025 request for \$17,280,000 for capital expenditures be approved; and,
2. That the pre-budget request for \$3,500,000 to advance capital projects in fiscal 2025-2026 be approved; and,
3. That this report be released publicly with the capital budget to be reviewed by the Durham College Board of Governors during its public session on April 10, 2024; and,
4. That the approved 2024-2025 capital budget be submitted to the Ministry of Colleges and Universities by the deadline." CARRIED

Governor Ball temporarily left and re-entered the meeting.

9. DISCUSSION ITEMS

9.1 Final Results of the 2023-2024 Business Plan

The Board received a report from the Vice-President, External Relations and Advancement, presenting the final results of the 2023-2024 business plan. Furthermore, the Vice-President, External Relations and Advancement, advised the Ministry had granted an extension to the business plan submission for 2024-2025 (to August 15); however, it was anticipated that the new business plan would come forward at the June meeting.

9.2 Institutional Allocation of International Study Permits

The Board received a report from the President and the Dean, International Education about the international student landscape and recent policy reforms. As part of the presentation, the Dean, International Education shared how study permits are allotted, the College's study permit approval rate, and the College's 2024 application allocation.

The Board questioned the Dean, International Education.

10. INFORMATION ITEMS

The following items were presented for information only:

- 10.1 Summary of the Committee of Presidents Meeting - March 18 and 19, 2024**
- 10.2 Update on the Activities of the DC Alumni Association**
- 10.3 DCSA's 2022-2023 Audited Financial Statements**
- 10.4 President's Report - February to April 2024**
- 10.5 Report of the Chief Administrative Officer - April 2024**

11. UPCOMING EVENTS

The Chair drew attention to the following events:

- CIGan Connection Conference - April 28 to May 1, 2024
Board attendees: Elaine Popp, Lisa Allen, Liam Croft, Jeff Dornan, Kelly Doyle, John Ecker, Jerry Ouellette
- Unveiling of the "Don Lovisa Building" - May 8, 2024 (3:15 p.m. to 3:45 p.m.) - Whitby Campus
- Employee Town Hall - May 15, 2024 (9:00 a.m. to 11:30 a.m.) - Oshawa Campus

12. 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 that the Board deems to be confidential to the College.

Moved by Governor Ouellette

Seconded by Governor Wilson

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


CARRIED

The Board recessed at 7:32 p.m. and reconvened in-camera at 7:40 p.m.

During the in-camera session, the Board discussed recommendations from its Standing Committees, governance considerations related to the Durham College Foundation, and a new conflict of interest attestation required by the Ministry of Colleges and Universities.

13. ADJOURNMENT

With no further business, the meeting ended at 8:42 p.m.



Gail Johnson Morris
Board Chair



Melissa Pringle
Board Secretary