



**Durham College of Applied Arts And Technology  
Board of Governors Regular Meeting  
Public Session Minutes**

**Date: Wednesday, May 7, 2025**

**Location: Oshawa Campus, Durham College Boardroom, A144**

**Members Present:**

Lisa Allen, Board Chair  
Brandon Bird  
Melissa Bosomworth  
Jim Brown  
Alison Burgess  
Kalyan Chakravarthy  
Jeff Dorman  
Kelly Doyle  
John Ecker  
Ian Murray  
Jerry Ouellette  
Elaine Popp, President  
Peter Pryce, Board Vice Chair  
Kwende Thomas  
Dwight Townsend  
Nathan Wilson

**Regrets:**

Riya Parikh

**Staff Present:**

Jean Choi, VP, Academic and Students  
Rick Hutchinson, VP, Strategic Infrastructure and Campus Safety  
Barbara MacCheyne, VP, Corporate Services and Chief Financial Officer  
Thom MacDonald, AVP, Enrolment and International Education  
Melissa Pringle, Manager, Board Governance and Privacy  
Bonnie St. George, VP, People, Equity and External Relations

## **1. Call to Order**

The Chair declared the meeting properly constituted and with quorum present called the meeting to order at 6:00 p.m.

The Chair welcomed guests in attendance: Cristina Italia, Executive Dean, Faculty of Business and Information Technology, Debbie McKee Demczyk, Associate Vice President, Innovation and Research, Rhonda Jessup, Incoming Governor, and Megan Bent, Incoming Student Governor.

## **2. Land Acknowledgement**

Governor Burgess offered the land acknowledgement.

## **3. Conflict of Interest Declarations**

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

## **4. Presentations**

### **4.1 Keeping the College Safe: Employee Health and Safety and Overview of Campus Safety Activities**

The Vice President, Strategic Infrastructure and Campus Safety presented an overview of employee health and safety and campus safety activities.

The Board questioned the Vice President, Strategic Infrastructure and Campus Safety.

## **5. Consent Agenda**

Moved by Governor Ouellette

Seconded by Governor Chakravarthy

“That all items listed under the heading of consent agenda be adopted as recommended except Item 5.3.” CARRIED

### **5.1 Approval of Public Session Agenda – May 7, 2025**

That the public agenda for the May 7, 2025, Board of Governors meeting be approved as presented.

5.2 Approval of Public Minutes from the Board of Governors Meeting of April 9, 2025

That the public minutes from the April 9, 2025, Board of Governors meeting be approved as presented.

5.4 Designation of Contact Person Under the Personal Health Information Protection Act, 2004

On behalf of Durham College, a health information custodian under the *Personal Health Information Protection Act, 2004* (the “Act”), the Board of Governors of Durham College (the “Board”) wishes to designate a contact person in accordance with Section 15(2) of the Act.

Be it resolved that:

1. The Board hereby appoints the person who holds the office of Manager, Board Governance and Privacy as the contact person for Durham College under Section 15(2) of the Act, effective on May 7, 2025, and until revoked or otherwise amended by the Board; and
2. Any prior designations of a contact person under the Act are hereby revoked.

5.5 Ratification of Election Results for the Positions of Board Chair and Vice Chair for the 2025-2026 Board Year

That the results of the Election for the positions of Chair and Vice Chair of the Durham College Board of Governors be ratified and,

1. That Lisa Allen be confirmed as the Board Chair for the 2025-2026 Board Year; and,
2. That Peter Pryce be confirmed as the Board Vice Chair for the 2025-2026 Board Year.

The following item was pulled from the consent agenda:

### 5.3 Appointment of Additional Signing Authority for Banking Purposes

The Board questioned the President regarding who at the College had signing authority for banking purposes.

Moved by Governor Pryce

Seconded by Governor Bird

“Be it resolved that:

- a) The Vice President, People, Equity and External Relations be authorized to act on behalf of the Corporation for banking purposes in accordance with the limitations outlined in College By-law No. 1 (Section 27); and,
- b) That the signing authority granted to the Vice President, People, Equity and External Relations remain in effect until revoked or amended by further resolution of the Board.” CARRIED

## 6. Report of the Board Chair

The Chair reported on the following items:

- Governor Dornan was acknowledged for letting his name stand for the election of Vice Chair and Governor Pryce was congratulated for being re-elected for the 2025-2026 Board year.
- That the Board’s work plan contemplated having the 2025-2026 Business Plan and the 2024-2025 Annual Report come to this meeting; however, both items will come to the June meeting to allow more time for preparation. Further, due to the additional time needed to prepare the documents, the Financial Health Metrics recovery plan and Efficiency and Accountability Audit Implementation Plan will also come directly to the June Board meeting for discussion.
- That the College was once again named one of Canada’s Greenest Employers for the ninth year in a row.
- That starting this year, the College has made the decision not to have a fall convocation and all students will cross the stage in June.
- A College Employer Council meeting that was held on April 15, 2025. Topics of discussion included approval of the Council’s audited financial statements and a discussion about advocacy related to executive compensation.

- Governor Ecker was congratulated for receiving the King Charles III Coronation medal for dedicated service to peers and the community.

## **7. Co-Populous Governors' Report**

There was no co-populous governors' report.

## **8. Decision Items**

### **8.1 New Program of Instruction: Project Management – Information Technology, Ontario College Graduate Certificate**

The Board received a report from the Vice President, Academic and Students and Executive Dean, Faculty of Business and Information Technology presenting a new program of instruction for approval, Project Management – Information Technology.

The Board questioned the Vice President, Academic and Students and the Executive Dean, Faculty of Business and Information Technology concerning the industry's consulted in the development of this program, whether the program qualified students to write their Project Management Professional designation, and the projected enrolment numbers.

Moved by Governor Wilson

Seconded by Governor Brown

"That in accordance with Report BOG-2025-43 the proposed Project Management – Information Technology Ontario College Graduate Certificate program be approved." CARRIED

### **8.2 New Program of Instruction: Cloud and Information Technology Systems, Ontario College Diploma**

The Board received a report from the Vice President, Academic and Students and Executive Dean, Faculty of Business and Information Technology presenting a new program of instruction for approval, Cloud and Information Technology Systems.

Moved by Governor Chakravarthy

Seconded by Governor Townsend

"That in accordance with Report BOG-2025-44 the proposed Cloud and Information Technology Systems Ontario College Diploma program be approved." CARRIED

### 8.3 New Program of Instruction: Geographic Information Systems for Data Analytics

The Board received a report from the Vice President, Academic and Students and Executive Dean, Faculty of Business and Information Technology presenting a new program of instruction for approval, Geographic Information Systems for Data Analytics.

The Board questioned the Vice President, Academic and Students and the Executive Dean, Faculty of Business and Information Technology regarding the teaching of applied learning in an online environment and the marketing strategy for online programs.

Moved by Governor Doyle

Seconded by Governor Ouellette

"That in accordance with Report BOG-2025-45, the proposed Geographic Information Systems for Data Analytics Ontario College Graduate Certificate program be approved." CARRIED

## 9. Discussion Items

### 9.1 Strategic Mandate Agreement 2020-2025 (SMA3) Year Five Report Back

The Board received a report from the Associate Vice President, Innovation and Research presenting the 2020-2025 Strategic Mandate Agreement year five report back and reporting that Durham College met or exceeded the minimum performance thresholds for all metrics, qualifying for the full amount of performance-based funding.

### 9.2 Strategic Mandate Agreement 2025-2030 (SMA4) Engagement Process

The Board received a report from the Associate Vice President, Innovation and Research apprising the Board about the Strategic Mandate Agreement 2025-2030 engagement process, which will see a new agreement executed with the Ministry by the end of June 2025. The Associate Vice President, Innovation and Research provided an overview of the new metrics and the expected incremental increases in allocation of performance-based funding (ranging from 5% to 40%).

The Board questioned the Vice President, Academic and Students and Associate Vice President, Innovation and Research regarding whether there were any concerns about not being able to meet the metrics.

### 9.3 Annual Academic Quality Assurance Activities

The Board received a report from the Vice President, Academic and Students regarding the College's academic quality assurance activities.

The Board questioned the Vice President, Academic and Students regarding potential changes to the College's academic quality assurance processes as a result of the Efficiency and Accountability audit.

## 10. Information Items

The following items were presented for information only:

### 10.1 Durham College-Ontario Tech University Academic Pathways Report for 2024-2025

### 10.2 Bill S-211: Forced Labour and Child Labour in Supply Chains Act Annual Compliance Report (April 1, 2024 to March 31, 2025)

The Board questioned the Vice President, Corporate Services and Chief Financial Officer regarding the definition of a 'child' as it relates to other jurisdictions.

## 11. Upcoming Events

The Chair drew attention to the following upcoming events:

- Lean Into Green: Durham College Update and Employee Celebration – May 21, 2025, at 10:00 a.m. (Oshawa Campus)
- Spring Convocation Ceremonies – June 16 to 19, 2025 – Tribute Communities Centre

## 12. Move to In-Camera Session

Moved by Governor Brown

Seconded by Governor Chakravarthy

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

The Board recessed at 7:09 p.m. and reconvened in-camera at 7:19 p.m.

During the in-camera session, the Board discussed the use of College space for political events on campus.

### **13. Adjournment**

With no further business, the meeting adjourned at 9:34 p.m.