



## **CALL TO ORDER**

The Chair called the meeting to order at 8:47 p.m.

## **REGRETS**

The Chair noted regrets from Governors Mike Shields and Phillip (Rocky) Simmons, and from participants Peter Bagnall and Doug Wilson.

## **INTRODUCTION OF GUESTS**

The Chair acknowledged Jackie Lawrence and Jessica Smith, second year Journalism students; Terry Caputo, Director of Finance, DC; and Craig Loverock, Director of Finance, UOIT.

## **ADDITIONS/DELETIONS TO THE AGENDA**

Agenda item 15.1, Governors Resource Manual, was added.

## **CONFLICT OF INTEREST DECLARATIONS**

None was noted.

## **APPROVAL OF THE MINUTES**

There being no errors or omissions in the minutes of the Regular Board meeting of September 10, 2003, the Chair declared the minutes accepted as presented.

## **ACTIONS ARISING FROM PREVIOUS MINUTES**

The Chair has sent a letter to Carol Beam acknowledging her resignation from the Board of Governors.

## **DECISION ITEMS**

### **Approval of Policies to be Developed and/or Revised in 2003/2004**

Gary Polonsky noted that the following policies are recommended for revision or development in the upcoming year. Patrick McNeil asked if the Alcohol policy would be expanded to include a drug policy. Margaret Greenley advised this is being reviewed.

DC Policies:	Recruitment and Promotion – for revision. Information Technology Acceptable Use – for revision. Internal Communications Policy – for revision.
UOIT Policies:	Information Technology Acceptable Use – new policy. Student Rights and Responsibilities – new policy. Freedom of Information – new policy.
Joint DC and UOIT Policies:	Accessibility Policy – new policy. Alcohol Policy – new policy.

Moved by Patrick McNeil

Seconded by Denise Jones

MOTION # 4737 “That the Board of Governors of Durham College of Applied Arts and Technology approve the list of policies to be developed and/or revised in 2003/2004, as presented.”

CARRIED

### **Election of Support Staff Governor**

Don Sinclair advised that JoAnne Horruzey had been elected by the Support Staff constituency for a three year term.

Moved by Joanne Burghardt

Seconded by Gail MacKenzie

MOTION #4738 “That the Board of Governors of Durham College of Applied Arts and Technology endorse the appointment of JoAnne Horruzey as Support Staff internal representative for a three year term beginning October 7, 2003, in accordance with the election results of October 6, 2003 and that the ballots for the election be destroyed.”

CARRIED

### **ACKNOWLEDGEMENTS AND REPORTS**

None was noted.

### **CONSENT CALENDER**

None was noted.

### **INTERIM FINANCIAL REPORT**

Terry Caputo reported we are \$317,000 better than expected for the six month period ending September 30, 2003. Terry noted that all Schools are doing well. The residence is showing a small loss but this is offset by the bookstore and ancillary services. PIC and BIDS, are also doing well with a surplus of over \$1 million to date.

Lorraine Sunstrum-Mann inquired if all Residences are full. Terry confirmed all are full.

The Chair stated that the report be accepted as presented.

### **COMMUNITY INFORMATION – COMMENTS AND QUESTIONS**

None was noted.

### **REPORT OF THE CHAIR**

#### **Governors Resource Manual**

Garry Cubitt presented the manual to the Board and briefly described its contents including the pocket manual.

### **INFORMATION ITEMS**

#### **Inside ACCC Newsletter**

The Chair noted the newsletter attached to the agenda.

**AJOURNMENT**

Meeting was adjourned at 8:56 p.m.

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Garry Cubitt, Chair

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Gary Polonsky, President