

APPROVED

MINUTES OF MEETING NUMBER FOUR HUNDRED AND FIFTY THREE OF THE BOARD OF GOVERNORS OF ALGONQUIN COLLEGE WHICH WAS HELD ON MONDAY, MARCH 8, 2010, AT 5:00 P.M. AT ALGONQUIN COLLEGE, WOODROFFE CAMPUS, ROSSER BOARD ROOM

Present	James Robblee, Chair William Johnson, Vice Chair Stephen Abraham Amelita Armit Fred Blackstein Michael Dunlop (via teleconference) Pauline Edmonds (via teleconference) Robert Gillett, President Sterling Hartley Carman Joynt Yusuf Khan Lana March Doug Orendorff John Owens Valerie Sayah Michael Tremblay	Regrets	Veronica Engelberts Joy McKinnon, Vice President Business Development Deborah Rowan-Legg, Vice President Student Services
		Vice Presidents	Gerry Barker, Human Resources Kent MacDonald, Academic Robert Letourneau, Administration
			Anna Cobus, Recording Secretary
Guests	Peter Biesterfeld, Faculty, Documentary Production Cory Brown, Applied Research and Innovation Karen Coffey, Centre for Students with Disabilities Chris Cork, Student, Game Development/Applied Research and Innovation Barb Foulds, Associate Dean, Faculty of Health, Public Safety & Community Studies Mark Hoddenbagh, Director, Applied Research and Innovation Miles Kennedy, Founder and CTO, HousAll Systems Corp. Wayne McIntyre, Director, Student Support Services Duane McNair, Director, Finance and Administrative Services Michelle Morley, Faculty, BScN John Omura, Applied Research and Innovation Gerry Paquette, Faculty, Game Development Matt Philip, Student, Civil Engineering Technology Joe Ranieri, Manager, Virtual College Project Eleanor Riesen, Faculty, BScN Brenda Rothwell, Executive Director, Algonquin College Foundation Ed Strange, Faculty, Computer Studies Suma Suresh Nair, Student, Documentary Production Marek Szymborski, Student, Civil Engineering Technology Jean Thula, Applied Research and Innovation Brian Watson, Student, Civil Engineering Technology John Willman, Faculty, BIT/E-Publishing Tristan Worden, Student, Algonquin Times		

The Chair called the meeting to order at 5:00 p.m.

10-20 CONFLICT OF INTEREST DECLARATION

None.

10-21 APPROVAL OF PREVIOUS MINUTES

RESOLUTION

MOVED AND SECONDED – Joynt and Tremblay

That the minutes of February 8, 2010 be approved as presented.

10-22 BUSINESS ARISING

None.

10-23 PRESENTATION

APPLIED RESEARCH AND INNOVATION

Kent MacDonald introduced Mark Hoddenbagh, Director of Applied Research and Innovation, and explained that the purpose of the presentation was to provide examples of how students and faculty are connecting with industry and enhancing their learning using creative and innovative approaches, as well as an overview of the impact that Applied Research has on students, clients and faculty.

Mark Hoddenbagh prefaced the presentation by observing that in 2009, \$29.2 billion was spent on research in Canada, with only \$4.5 billion of those dollars being spent on higher education; however, less than \$100M was spent in Colleges. He was pleased to note that the amount is up over \$30M from the previous year.

The complete presentation as summarized below was provided to members of the Board of Governors and is available in the Board Office upon request.

The first project outlined was a collaboration between Applied Research and HousAll Systems Corp., which began in 2008/2009. HousAll Systems Corp. is a company which solves global temporary and targeted shelter challenges with its technologically advanced Shelter System for relief, recreational, commercial, exploration and military shelter markets.

Miles Kennedy, Founder and CTO of HousAll, provided an overview of the benefits of the relationship to each of the partners. Most recently, Mr. Kennedy and a team of students from the Documentary Production and Civil Engineering Technology Programs, including Professor Peter Biesterfeld of the

College's Documentary Production Program, travelled to Haiti as part of an outreach project to teach Haitian's how to construct the HousAll System as a part of the rebuilding process following the recent earthquake. The documentary that was filmed throughout the mission was played for the members of the Board of Governors.

The first project completed through this partnership in 2008/09 received an OCE (Ontario Centres of Excellence) award for the Ottawa Area and it is hoped that the two projects being undertaken this year will once again receive OCE awards through the Ottawa Chapter.

The second project which was outlined by Ed Strange, Faculty Member, Computer Studies Department, and Jean Thula, recent graduate and member of the Algonquin Applied Research Team, focuses on emergency alerting over WiFi and wired desktops, and is a collaboration between Amika Mobile and Algonquin College in the areas of Computer Studies, ITS, Security, and the Police and Public Safety Institute. An overview of the project, technology and benefits was provided. Ongoing collaboration will continue with phase two which will focus on enhancing the testing facilities and developing additional platform capabilities. The project placed 3rd at the recent Canada-wide Polytechnics showcase and has also been nominated for a Strategic Partnerships Award through OCRI with the winners to be announced on April 8th.

The third project outlined focused on Gaming and Cyber-psychology, which was presented by Gerry Paquette, Faculty Member and Chris Cork, Student, Game Development Program. The cyber-psychology project is a collaboration between the University of Quebec and Algonquin College to bring to the market new virtual reality applications to treat disorders such as pathological gambling and arachnophobia.

The final project was presented by John Willman, Faculty in the BIT and E-Publishing Programs, and John Omura of Applied Research and Development. The project, entitled the Algonquin College Design Centre, focuses on user experience design. The project was awarded an NSERC, College and Community Innovation grant valued at \$2.3M over a five year period with a goal of rolling out client projects in the small (\$5K), medium (\$15K) and large \$50K project sizes, while also leveraging matching cash and in-kind contribution from business partners. Initial business partners have included the Academic Health Council, Algonquin Journalism Program, Amika, Biopeak Corp, Blindside, Check-In Wiz, Chide.it, Framework Inc., Incogna, Shails Communication, and the University of Quebec. Benefits to students, teachers and partners were summarized as outlined in the PowerPoint presentation.

Mark Hoddenbagh concluded the presentation by indicating that supplementary information on Applied Research was provided in the material which was distributed to Governors. The Chair thanked all of the participants for their informative presentation.

ACCESSIBILITY FOR ONTARIANS WITH DISABILITIES ACT

Wayne McIntyre, Director of Student Support Services, introduced Karen Coffey, Counsellor in the Centre for Students with Disabilities who was seconded by the Ministry of Training, Colleges and Universities in 2008/2009 for a six month period to work on how Colleges will deal with the

requirements of the Accessibilities for Ontarians with Disabilities (AODA) legislation, with the key focus being on training for the Customer Service Standard. As a result, K. Coffey led the development of a training module which is now being used in 23 of the 24 provincial Colleges.

Ms. Coffey provided an overview of the purpose of the AODA which is to achieve accessibility for Ontarians by introducing standards with respect to goods, services, facilities, accommodations, employment, buildings, structures and premises, on or before January 1, 2025. The first standard which has been implemented is the Customer Service Standard which came into effect on January 1, 2010. The College is required to file its first accessibility report on this standard by March 31, 2010. All of the standards will be enforced through inspections, compliance orders and monetary penalties.

In order to meet the compliance requirements, the College has implemented an online training module for staff as well as a Customer Service Standard working group which has been formed under the College's AODA Committee. Current policies and procedures are under review to ensure that they reflect the AODA principles of dignity and independence, integrated services, and equality of opportunity.

The remaining standards of the AODA are at various stages of development and include Information and Communication, Built Environment, Employment, and Transportation.

A request has been submitted by the College and Colleges Ontario for an extension on the compliance dates for the Information and Communications Standards as it is felt that the turnaround time for those standards is too compressed. As a result, the work of the College's Information and Communications sub-committee is on hold pending further information.

Questions/Comments:

- *Governor Johnson: What physical changes are required and how does Algonquin compare to others in the College system?* The College has an idea of what the proposed Built Environment Standards will encompass as the draft standard has been reviewed. To the degree possible, the College will examine the standards when building new buildings such as the Algonquin Centre for Construction Excellence to ensure the building is in compliance with what the Built Environment Standard is anticipated to be.
- *Wayne McIntyre: Given that the College began looking at accessibility in 1998, the concept is certainly not new to the College. As buildings have been constructed, the College has done an excellent job to properly utilize the space to provide for accessibility.*
- *Governor Tremblay: How onerous are the reporting requirements?* The Ministry has provided a template and the College has the information that it will require to complete the report which must be done on an annual basis. As the remaining standards are implemented, the template will be expanded to blend the reporting. The exact date of all reporting requirements is not yet known.
- *President Gillett: Some preliminary cost estimates have been completed with respect to the upgrades resulting from the Built Environment Standard and it is anticipated that a multi-million*

dollar retrofit could be required to adhere to the standards. As there has not been funding associated with this legislation, the implementation of the upcoming four standards are of concern from a fiscal point of view for all in the College system.

The Board will receive periodic updates with respect to the progress being made.

10-24 REPORT OF THE CHAIR

The Chair reported that he recently had the opportunity to visit Brazil which is the world's fifth largest country with the fifth largest population. It is also one of the fastest growth countries where there are vast educational opportunities as the literacy rate is skyrocketing. One gap, however, is in technology where it is very difficult to hire individuals with the proper background and training in technology in the health care industry. Technology training is at best rudimentary, and those in the industry are not well paid relative to other industries. The Chair suggested that it could be beneficial for the College to keep informed as to what is going on in Brazil as it may present opportunities for the College.

The May 11th Board meeting will be held at the Perth Campus; a bus has been reserved for the Board and will leave the Woodroffe Campus at approximately 3:30 p.m. with a return at approximately 9:00 p.m.

The Association of Canadian Community College's annual conference will be held in Niagara Falls from June 6-8, 2010. Conference details are available at www.accc.ca. Those Governors interested in attending were asked to contact the Board Office as the Board will send up to five delegates.

The election for next year's Student Representative on the Board of Governors will be held on April 13th and 14th with the winning candidate to be announced at the close of the elections.

Governors Khan and Johnson recently participated in part two of the Governor Orientation Program offered by Colleges Ontario. The sessions were offered via webinar for the first time. Governor Khan reported that his experience was beneficial as it was interesting to learn about topics such as the pension plan and the funding that it is comprised of, as well as the College structure behind the plans, contributions, and what is to be expected in the future. Governor Johnson indicated that, while he was unable to attend the webinar as planned, he would share a paper on College governance that may be of interest to members of the Board.

The College's Graduate Employment Report for 2007/2008 was recently released which aligns well with the College's goals of increasing student success. The Chair suggested that, given the amount of research that been put into producing the document, it may merit publication in one of the education journals. The President replied that the report is done on an annual basis and is available for publication.

10-25 REPORT OF THE PRESIDENT

The President reported the following:

- No date has been released for the announcement of the budget but it is anticipated that it will be at the end of March. *Secretary's Note: The date of March 25th was announced following the meeting.*
- The College is currently working towards a \$7M reduction which is the best estimate at this point. It is likely that there will be some layoffs for 2010/2011 unless the economic news changes.
- A federal announcement was recently made regarding reductions in apprenticeship training.
- The faculty vote on the Collective Agreement offered by management was affirmative and the new Collective Agreement is being implemented. Information sessions will be provided throughout the College to provide details on the changes to the Collective Agreement.
- It appears that the 9.3% enrolment increase for 2009/2010 will be met and it is anticipated that the 6% target for 2010/2011 will also be met as enrolment continues to grow at a substantial rate given the high demand for post secondary education in the new environment following the recession.
- In terms of education, comments in the recent Throne Speech spoke to funding for an additional 20,000 University and College students; a 70% graduation rate; and, the creation of a new Ontario online learning institute with the intention of bringing together the best instructors from Colleges and Universities. There were also commitments with respect to apprenticeship which were interesting given the recent announcement related to a funding reduction.

Questions/Comments:

- *Governor Owens recently had the opportunity to attend a Civil Engineering Technology Advisory Committee meeting at the College where concern was expressed regarding the fact that the only students hired in the ACCE building construction to-date have been from Carleton University. The President indicated that a commitment has been made to hire Algonquin students and it is expected to be fulfilled.*
- *Governor Owens recently had his first experience with an Algonquin College, third year, Architectural Technology co-op student, with whom he was so impressed that he offered the student a job upon graduation. He encouraged Governors who have not had the opportunity to work with the students to do so if possible and noted that he will continue to work with the College in this capacity.*
- *Governor Owens recognized that Mike Rushton, Director of Physical Resources, was recently honoured by the Ottawa Construction Association for his ethics and due diligence in working with the construction sector. The President indicated that he would send a congratulatory note on behalf of the Board.*

- Governor Blackstein observed that it is rather difficult to secure NSERC funding and congratulated the College on its successes in the area of Applied Research.
- Governor Tremblay inquired as to the length of the Academic Collective Agreement. The length of the contract is three years. Bargaining will begin on the Support Staff Collective Agreement in 16 months' time.
- Chair Robblee observed that the quality of the students of Algonquin College is unbelievable and that the majority of his staff, with the exception of one employee, are graduates of Algonquin College. He feels that they are possibly the best group of technologists in the Country and that it is likely as a result of the grounding they receive at Algonquin.

10-26 DECISION ITEMS AND REPORTS

INTERIM SPENDING AUTHORITY

RESOLUTION

MOVED AND SECONDED – Joynt and Hartley

that effective April 1, 2010, the Board of Governors authorizes Administration to continue to expend funds at a rate appropriate with maintaining the provision of College services until such time as the Board approves a Budget for fiscal 2010-2011.

CARRIED

REPORT OF THE AUDIT COMMITTEE

Governor Joynt, Chair of the Audit Committee, reported that the Audit Committee had met just prior to the Board meeting. The Committee received an update on the following:

- The Endowment Fund is at \$11M and has experienced a return of 25% versus a benchmark of 22% following the first three quarters.
- The Committee had requested an investigation into the possibility of operating the First Class Bookstore as a charitable operation in an effort to reduce the amount of GST paid by students for their text books. Unfortunately, it is not possible.
- The Internal Audit continues with a focus on a review of IT Disaster Response/Business Continuity with a report to be provided in June, 2010.
- The timetable for the annual audit of the financial statements was reviewed and accepted.
- A satisfactory report was provided on the controls in place for the stimulus funding for the Algonquin Centre for Construction Excellence and the Perth Campus.

RESOLUTION

MOVED AND SECONDED – Joynt and Tremblay

That the report of the Audit Committee be received.

CARRIED

10-27 MANAGEMENT SUMMARY REPORT

The Management Summary Report for March, 2010 is available at www.algonquincollege.com/board.

Questions/Comments:

- *Governor Khan indicated that he had the opportunity to be involved in an applied research project with the Ottawa Hospital and that it would not have been possible without the assistance of the College's Applied Research Department. He indicated that as a student, the project provided many benefits including the opportunity to debate differing opinions on the project and its capabilities and limitations. He offered his thanks and congratulations to the Applied Research Department on their outstanding work.*
- *Governor Joynt, page 3: Does the work of the Auditor General refer to the Ontario Auditor General? Yes, the Ontario Auditor General has undertaken a value for money audit relating to the procurement of construction and infrastructure projects.*
- *Governor Sayah, page 7, New Opportunities: What are the implications of receiving the approval as a registered education provider by the Project Management Institute? This will allow for expanded business development opportunities for the College and will also allow project management students to more easily attain the PMI designation.*
- *Governor Sayah, page 7, New Opportunities: Is the College permitted to provide FSL training? The College is permitted to provide FSL training provided it is not a funded credit through the Ministry. Business development opportunities in this area could be expanded given the proximity with the federal government.*

10-28 OTHER BUSINESS

There being no further business, the meeting adjourned at 6:31 p.m.

Dr. James Robblee, Chair

Anna Cobus, Recording Secretary