
DRAFT

MINUTES OF MEETING NUMBER FOUR HUNDRED AND EIGHTEEN OF THE BOARD OF GOVERNORS OF ALGONQUIN COLLEGE WHICH WAS HELD ON WEDNESDAY, OCTOBER 11, 2006 AT 5:00 P.M. AT ALGONQUIN COLLEGE, WOODROFFE CAMPUS

Present: Shirley Westeinde, Vice Chair
Amelita Armit
Vini Bhindi
Richard Cameron
Veronica Engelberts
Robert Gillett, President
Fred Blackstein
William Johnson
Lana March
Wayne McIntyre
James Robblee
Ken Rosehart
Michael Tremblay
Randy Williams
Wayne Wilson

Regrets: David Wallace, Chair
Sterling Hartley

Vice Presidents seated at the table:

Raymonde Hanson, Academic
Robert Letourneau, Finance and Administration
Luc Presseau, Acting, Student Life & Human Resources

Resource Personnel and Observers:

Terry Black, Algonquin Times
Brian Burns, Director of Finance
Anna Cobus, Recording Secretary
Marguerite Donohue, Executive Dean, Academic Development
Dawn Dubé, Director, Public Relations
Emily Goucher, Algonquin Times
Aedan Helmer, Algonquin Times
Kent MacDonald, Executive Director, Strategy and Business Development
Andrew McKelvey, Manager, Media Relations
Joe Ranieri, Director, Contract and Corporate Learning Services
Mike Rushton, Director of Physical Resources
John Tapp, Dean, School of Transportation and Building Trades
Morris Uremovich, Executive Dean, Faculty of Technology and Trades

Governor Westeinde, Vice Chair, called the meeting to order at 5:05 p.m. and observed that she would be chairing the meeting on behalf of Governor Wallace who was unable to attend the meeting; in addition, she noted that the President would be arriving late as he was at a General Assembly meeting in Toronto and his return flight had been delayed.

New Governors Randy Williams and Ken Rosehart were welcomed to the Board. Randy is the President and CEO of the Tourism Industry Association of Canada and Ken is currently completing a four year degree in the e-Business Supply Chain Management Program at the College.

The meeting commenced with Governors introducing themselves and their area of representation on the board which can be found by visiting the Board website at www.algonquincollege/board/members. In addition, the meeting observers and resource personnel introduced themselves their area of representation, as noted in the attendance summary on page one.

06-41 CONFLICT OF INTEREST DECLARATION

None declared.

06-42 APPROVAL OF PREVIOUS MINUTES

RESOLUTION

MOVED AND SECONDED – Tremblay and Armit

that the minutes of the meeting held on June 12, 2006 be adopted as presented.

CARRIED

06-43 BUSINESS ARISING

In response to the motion carried at the June 12th meeting of the Board with regard to administration developing a business case for a Small and Medium Enterprise Skilled training Conference, R. Hanson reported that Governor McIntyre and two professors from the Small and Medium Enterprise program would be attending the Ottawa SME Summit on October 16th. Following the summit, administration will determine whether a subsequent conference should be planned to gather information as to how the College can support and meet the needs of Small and Medium Enterprise businesses in the region. Governor Wilson, who tabled the motion in June, agreed that this would be a good venue to begin to meet key players in the industry and then move forward with a more focused conference on training needs in the area.

06-43 BUSINESS ARISING (cont'd)

It was recognized that the College is developing a proposal for a Skilled Training Centre for the College (see below), and that initiatives relating to this may be combined with an SME initiative when stakeholders are invited to attend College meetings to gather the same types information as to the training needs of the Community. R. Hanson observed that further information relating to the outcome of the SME summit and next steps will be discussed at the next Board meeting on November 14th.

Governor Wilson inquired as to whether any thought has been given to deliver the Military Arts and Science Diploma Program (approved by the Board in June) out of the Pembroke Campus given the proximity to the Petawawa Military Base. R. Hanson replied that professional development for the Military is operated out of Kingston. The Officer responsible for professional development has been apprised of the possibility and has taken it under advisement as they are investigating both distance education and in-class learning possibilities.

Governor Robblee inquired as to whether the College was able to determine the legality of the Key Performance Indicator (KPI) survey process with regard to the concerns raised at the last meeting. The President replied that the College did raise this with Ministry staff who advised that their legal departments have cleared all of the current data and that it is appropriate to gather and use the information for the purpose of KPI reporting; however, no action has been taken as yet on any of the specialized summer announcement regarding the collection of demographics.

06-44 PRESENTATION

R. Hanson introduced Morris Uremovich, Executive Dean, Faculty of Technology and Trades, and John Tapp, Dean, School of Transportation and Building Trades, who were present to provide an overview of a proposal being developed to seek Ministry and Community support for an Algonquin College Centre for Construction Trades and Building Sciences.

The concept for the Centre is to have an integrated learning environment that addresses the evolving knowledge and skill demands of the construction and related industries through research, design and implementation. Most recently, the major areas of growth for Algonquin College are skilled trades and health sciences. The current issue facing the College is that it is at capacity with its facilities and also, many of the facilities are antiquated and are not the same standard as other Ontario Colleges. If the College is to assist the Ontario Government in achieving its education and training agenda, the College must move forward with its campus space plan.

06-44 PRESENTATION (cont'd)

The proposed Centre would bring all of Algonquin's programs and services that serve the construction industry together in one facility resulting in a student and faculty interaction which would provide a dynamic environment for the development of ideas, concepts and solutions related to the construction industry. The Centre would integrate a myriad of programs and additional programs pertinent to the vision will also be considered and included as applicable. Benefits of the Centre would include:

- Improved ability to recruit learners to a sector facing critical skilled worker shortages;
- Algonquin confirmed as the Institute of choice and leader for Technical training in Eastern Ontario;
- Provides programs and the construction industry with an on campus identity that fosters growth and cooperation;
- Facilitates programming synergies and enhances inter-departmental cooperation and creativity;
- Maximizes resource utilization and sharing allowing Algonquin to provide students with improved resources while maintaining or reducing program delivery expenses;
- Development of partnerships and close links with all stakeholders.

An overview of the process to develop the proposal was provided, including an overview of internal and external stakeholders involved. The proposal will be presented to the Board of Governors at its meeting of December 11th, prior to being submitted to the Ministry for consideration.

Questions/Comments:

- *The proposal should emphasize more of the benefits in relation to the Governments skills agenda; it currently appears to be a housing of program areas.*
- *Where would the building be located? Adjacent to the east end of the Automotive Facility (S building).*
- *What would happen to the vacated space as a result of the new construction? Some of the spaces are at the end of their useful life and require removal; others would be renovated to allow clustering of programs such as the health sciences group which is currently fractured amongst the campus.*
- *This proposal must build a case for Eastern Ontario by taking into consideration the anticipated demands for skilled trades.*
- *Competency based Curriculum design should be incorporated as a component of this innovative centre; it is time to embrace the type of vocational curriculum design Canada is famous. The DACUM process should be considered involving practitioners, sectoral council members of*

06-44 PRESENTATION (cont'd)

government/HRDC and College faculty should be involved at the conceptual stage of development. It is important to note that this presentation is in response to the Board Motion passed four years ago unanimously supporting the creation of a Centre of Excellence.

- *How would this affect programs at outlying campuses?* Some of the programs are specialized enough that they would not be impacted; others may be incorporated. This is an umbrella concept which will not negate program offerings at outlying campuses.

06-45 REPORT OF THE CHAIR

The Chair reported on the following:

- A meeting of College Chairs and Vice Chairs was held in August to discuss common issues across the College system. Minister Bentley was in attendance and it was interesting to understand the similar and different struggles faced by Colleges.
- The majority of Boards host retreats on self assessment and governance, something being considered for Algonquin's Board in the New Year. Those Governors with articles or information in this regard were asked to forward it to A. Cobus in the Board Office who will collect the material and begin to look at possible dates for a retreat in the New Year.
- Governor Blackstein was congratulated on his appointment as a Member of the Order of Canada. This was greeted with a round of applause.
- Governor Blackstein was thanked for bringing greetings to the graduates of the 2006 Convocation Ceremony at Algonquin College in the Ottawa Valley. Governors Bhindi and McIntyre attended the ceremony as well.

06-46 REPORT OF THE PRESIDENT

The President reported on the following:

- Fall Convocation Ceremonies will take place in Ottawa on October 23rd; Governors were invited and welcomed to attend.
- The Algonquin College in the Ottawa Valley Convocation Ceremony took place at the Petawawa Base for the first time. The environment was nice with several military personnel in attendance; our thanks were expressed to those serving overseas;
- Deputy Minister Philip Steenkamp visited and toured the College on October 2nd and was provided an opportunity to see all of the positive activities occurring at the College, as well as the areas requiring improvements.

06-46 REPORT OF THE PRESIDENT (cont'd)

- Board Policy, D6, Retirement Age, is being revised and will be brought to the Board of Governors for approval in November;
- ACAATO – the Association of Colleges of Applied Arts and Technology – will be changing its name to CO, Colleges Ontario. ACAATO was a difficult acronym for those not involved in the College System; it is felt that CO will be a better brand name for the Association.
- Board Chairs and Presidents met with Minister Bentley and Deputy Minister Steenkamp on October 11th during the General Assembly meeting. Major topics of discussion included: funding, Multi Year Accountability Agreements, and Labour Market Agreements.
- Many Colleges have indicated that they will declare deficit budgets for the next year; Algonquin College will not as the Board has a motion to not bring forward deficit budgets.

Questions/Comments

- *What is the status of the College's efforts to have a pedestrian link built from the OC Transpo Transit Station to the B Building?* It is understood that this is something in the City's budget for next year and is to be deliberated during the budget process and is linked to the development of the City's property along Woodroffe Avenue.
- *How is the College responding to the event at Dawson College in terms of a review of emergency preparedness?* The College is reviewing its emergency preparedness; the Board will be provided with an overview at the November 14th Board meeting.

06-47 DECISION ITEMS AND REPORTS**FIRST QUARTER REVIEW**

R. Letourneau, Vice President, Finance and Administration, presented the first quarter report for information. The adjusted budget reflects the changes announced by the provincial government to grant funding for 2006-07. A number of categories of grant revenue have not yet been announced and further adjustments may be required in the second or third quarter, depending on the timing of the announcement.

The reduction in anticipated grant revenues necessitated a number of reductions to planned expenditures. A summary of the significant reductions was provided on the quarterly review report. Identified expenditure reductions as well as new sources of revenue were sufficient to offset the grant reductions and leave the forecasted net cash at \$1.253 million for 2006-07.

The report was accepted as presented.

06-47 DECISION ITEMS AND REPORTS (cont'd)**COMPLEMENT REPORT**

L. Presseau, Director, Human Resources, presented the first quarter complement report for and noted that the report reflected hiring activity to the end of June. The second quarter report, to be presented to the Board in November, will more accurately reflect the complement as it will be dated as of the end of September. The report was accepted as presented.

Governor Robblee requested that the Board be provided with statistics on part time staff in terms of how many full time equivalent staff they represent in both Continuing Education and Day program activity. This was agreed to by Management and will be provided at the next meeting; subject to the work required to develop such a report.

MULTI YEAR ACCOUNTABILITY AGREEMENT

The President observed that as per the Ministry's requirement, the three year accountability agreement has been completed with input from all constituency groups of the College, and all goals within the document can be delivered within the current budget. It was recognized that given the recent shortfalls in funding, goals have been lessened in an effort to accommodate the plan, and many Colleges including Algonquin are including disclaimer statements regarding the fact that more could be done should funding for Colleges improve. The plan is due to the Ministry by October 27th with the Board's approval.

Questions/Comments:

- *Governor Wilson inquired as to whether the agreement respects the spirit and wording of the current collective agreement between the College and the faculty?* The President replied, yes within his knowledge, as no College has a right to unilaterally change the collective agreement.
- *Governor Wilson expressed concern about applied degrees not being recognized by universities.* The President noted that this issue will be reviewed by the Higher Education Quality Council of Ontario and that the Deputy Minister has indicated that universities will not be permitted to take this position. Governor Rosehart added that in his personal experience as a co-op student with the federal government, changes have recently been made whereby degrees are now recognized regardless of whether they were granted from a College or University, a change that was very welcomed and encouraging given he is currently completing a College degree program.
- *Governor Robblee inquired as to whether the College realistically believes it can execute the strategies of the Government.* The President reported that the strategies will be executed as detailed in the plan, as long as the current budget forecast is not further eroded.

06-47 DECISION ITEMS AND REPORTS (cont'd)

- *Governor Cameron observed that it will be difficult to develop baseline metrics for some of the goal areas, given the new requirements to track new demographical areas.*
- *Governor Blackstein commended the establishment of the aboriginal goals within the agreement.*
- *Governor Wilson expressed his opinion that the Board should explore the possibility of recruiting an aboriginal representative given that the strategies of the plan include aboriginal efforts. The President replied that the Board has the full opportunity to consider an aboriginal representative on the Board.*

The President concluded the discussion by thanking the staff of the College, on behalf of the Board, for the effort put forth in completing the plan.

RESOLUTION

MOVED AND SECONDED – Blackstein and Robblee

that the 2006-07 to 2008-09 Multi Year Accountability Agreement be approved as presented for submission to the Ministry of Training, Colleges and Universities by October 27, 2006.

CARRIED UNANIMOUSLY

06-48 MANAGEMENT SUMMARY REPORT

The Management Summary Report is available online at <http://www.algonquincollege.com/board/minutes.htm>

Questions/Comments:

- *Governor Robblee commended the graduates of the Respiratory Therapy Program and Paramedic Program for their outstanding pass rates on Provincial examinations once again.*

06-49 INFORMATION ITEMS

The following items have been received and are available from the Board Office upon request:

July 12, 2006

2006-D-2 Memo from the College Compensation and Appointments Council: Implementation of Kaplan Award – Academic Employees

06-49 INFORMATION ITEMS (cont'd)

July 14, 2006 Approval to offer the Baking and Pastry Arts Ontario College Certificate Program beginning in September 2006.

August 8, 2006 Release of Program Standards:

- Computer Programmer
- Computer Programmer Analysis
- Computer Systems Technician
- Computer Systems Technology
- Computer Engineering Technician
- Computer Engineering Technology

September 11, 2006 Approval to offer Ontario College Graduate Certificate Programs beginning in September 2006 as follows:

- Clinically Intensive Orientation to Nursing in Ontario
- Orientation to Nursing in Ontario for Nurses
- Orientation to Nursing in Ontario for Practical Nurses

06-50 OTHER BUSINESS

There being no further business, the Board moved in camera at 7:06 p.m. and adjourned for the evening at 7:27 p.m.

David Wallace
Chair

Anna Cobus
Recording Secretary