
DRAFT

BOARD OF GOVERNORS

MINUTES OF MEETING NUMBER FOUR HUNDRED AND THIRTEEN OF THE BOARD OF GOVERNORS OF ALGONQUIN COLLEGE WHICH WAS HELD ON MONDAY, FEBRUARY 13, 2006 AT 5:00 P.M. IN ROOM C539, WOODROFFE CAMPUS, ALGONQUIN COLLEGE

Present:

Shirley Westeinde, Vice Chair
Amelita Armit (via teleconference)
Vini Bhindi
Fred Blackstein
Richard Cameron
Veronica Engelberts (via teleconference)
Adam Gal
Robert Gillett, President
Sterling Hartley
Jacquelin Holzman
William Johnson
Lana March
Wayne McIntyre
Michael Tremblay
Wayne Wilson

Regrets: David Wallace, Chair
James Robblee

Vice Presidents seated at the table:

Marguerite Donohue, Acting Vice President, Academic
Robert Letourneau, Finance and Administration
Christopher Warburton, Student Life & Human Resources

Resource Personnel and Observers:

Gerry Barker
Louise Barnabe
Brian Burns
Dawn Dubé
Emily Goucher
Andrew McKelvey

Doug Ouderkirk
Brenda Rothwell
Mike Rushton
Pauline Tam

Anna Cobus
Recording Secretary

The meeting was called to order at 5:01 p.m. by Vice Chair Westeinde who indicated that she would be chairing the meeting on behalf of Governor Wallace who was absent due to illness. Governor Westeinde opened the meeting by asking all in attendance to state their name and area of representation on the Board or at the College.

06-01 CONFLICT OF INTEREST DECLARATION

None declared.

06-02 MINUTES OF PREVIOUS MEETING

RESOLUTION

MOVED AND SECONDED – Tremblay and Cameron

that the minutes of the meeting held on December 12, 2005 be adopted as circulated.

CARRIED UNANIMOUSLY

06-03 BUSINESS ARISING

None.

06-04 REPORT OF THE CHAIR

Governor Westeinde reported that she and Governor Wallace would be attending the 2006 ACAATO Conference being held in Sudbury on February 19th and 20th, and added that Governor Tremblay would be attending the Premier's Awards Event which coincides with the conference for his nomination for the 2005 Premier's Award in the area of technology. The news was greeted with a round of applause.

The International Women's Week Dinner was announced for Thursday, March 9th in the Woodroffe Campus Cafeteria with guest speaker Shauna Burke. The topic of Ms. Burke's speech will be motivation, perseverance and embracing change. Governors wishing to attend were advised to contact the Board Office for ticket purchase.

Governor Westeinde reported that she and the President, along with a delegation of approximately 30 business representatives from TOP (The Ottawa Partnership) travelled to Toronto on Monday, February 6th to meet

06-04 REPORT OF THE CHAIR (cont'd)

with the Ontario Premier and Cabinet Ministers. The day was a success as the group had an opportunity to educate the Premier and Cabinet Ministers about all of the positive initiatives ongoing in the Ottawa region. The President added that the delegation also stressed that because 40% of provincial revenues come from the Ottawa area, investments must be made in the area to keep it strong for Ontario, a point which appeared to have resonated with the Premier and Ministers. It is anticipated that the delegation will continue to meet with the Premier and Ministers on a bi-annual basis.

06-05 REPORT OF THE PRESIDENT

The President reported on the following:

- The College has been awarded four projects totalling in excess of \$3M. The Board will be briefed on the projects once details are available and the announcements have been cleared by the Government.
- With only six weeks left in the current fiscal year, the College continues to await final grant information for 2005-06.
- The President commended the reading of the February 2006 ACAATO Governors Update newsletter which explains that, although Colleges welcomed the 2005 \$6.2B, five year budget announcements last spring, Colleges continue to be severely under funded, as explained later in the meeting by R. Letourneau.
- Two sets of funding formulas are currently being debated by the Ministry – the GPOG (General Purpose Operating Grant) and the Northern/Rural Grant; Colleges await the Minister's ruling in these two areas.
- Also in debate is the College/University funding split which was traditionally 1/3 Colleges vs. 2/3 Universities. In the 2005 funding announcement, the split was changed to 70/30 Universities/Colleges. Recent discussions regarding medical and post graduate student funding is also being debated as to whether that will come from the Universities' split or from the overall College/University split.
- The Quality Fund for 2005-06 was distributed as per system share. It is unknown at this time the format which will be utilized for 2006-07; it is also unknown as to whether the fund will be eligible for operations or if it will only be allocated toward new projects which would be a cause for concern as sustaining existing operations without inflationary funding would become extremely difficult.
- It is anticipated that the 2006-07 budget will be presented to the Board in April; the 2007-08 budget will be presented to the Board in the fall of 2006, under the new provincial guidelines.

06-05 REPORT OF THE PRESIDENT (cont'd)

- The L to 18 (Learning to 18) Strategy is still being developed and we are awaiting the policy documents. The Ministries involved have yet to determine how to split the funding between institutions for students who complete their OSSD in a College environment.
- The Government continues to express its desire to put in place strategies which address the low graduation rate of secondary school students and also address 50% of Ontario secondary school graduates who do not move on to post secondary education.
- The Academic Union has set a strike date of March 7th in the event an agreement is not reached. The President expressed concern that the College system would be unable to pay for the Union's workload demands as it could cost upwards of \$200M for the system, of which \$15-18M would be Algonquin's share. In the event of an academic work stoppage, it is the intention of the College to deal with the remainder of the academic year after the completion of the strike; however, those details are not yet finalized. Contingency plans are being developed at this time and the Board will be fully briefed on those plans following a system-wide planning meeting on February 20th.
- Enrolment in the College-system is basically flat; a number of initiatives are ongoing to address this issue.

Questions/Concerns:

- *Whose idea was it for the TOP delegation to visit Toronto?* A delegation traveled to Toronto a couple of years ago, and it was agreed that such an initiative should be explored more frequently. All of TOP's members supported the initiative and worked with the Premier's Office to get the full cabinet involved.

As a part of the President's Report, R. Letourneau, Vice President, Finance and Administration provided an overview of some factors for the College's fiscal pressures which included the following:

- The repetition of provincial funding announcements has caused a lot of confusion in terms of the amount of real funding for Colleges as last spring's funding has been re-announced on several occasions and still does not address inflationary pressures. The College has begun to look at its future fiscal picture with the funding model announced and preliminary figures indicate that inflation alone would require upwards of \$90M over the next five years which would not be addressed under the present funding model.

06-05 REPORT OF THE PRESIDENT (cont'd)

- New monies from the Government are to address new initiatives under a quality agenda which causes concern because it could force hiring in new areas while at the same time cause layoffs in existing areas.
- The new tuition fee policy framework and student assistance plan has not yet been announced.
- The system is well below the national average in terms of funding; if it were brought up to the national average, the College would see an additional \$30M in annual funding embedded in operations.
- The facilities renewal program is extremely under-funded; as is funding for equipment renewal and evergreening which impacts the College's ability to respond to enrolment growth opportunities and to meet employer expectations.
- Funding for special projects is often one-time funding which does not fund the ongoing operational costs.
- Pressures are caused from the impact of annualization as a result of hiring new staff;
- Funding announcements tend to be short term fixes which cause the same difficulties to occur year after year.

Questions/Comments:

- *Many public organizations find themselves dealing with the government in similar situations.* The difference between other organizations such as hospitals, police forces and municipalities is that the College system is unable to set rates that attract funding as in federal government departments; the College's revenue generation capacity is controlled by the government and wage settlements are not recognized for guaranteed funding.
- *Has the declining enrolment in secondary school been factored into consideration for the upcoming year's budget and enrolment targets?* Yes. The Board will receive this information in the budget presentation in April 2006.
- *Is the College also considering changing demographics such as the increase in the immigrant population in Ottawa?* Yes. Algonquin is considering this and also has programs in place that focus on retraining and credentialing those who have been internationally trained. However, the immigrant population growth is not occurring on the same scale as in other areas such as Toronto. Eastern Ontario's population growth challenge is second only to Northern Ontario and is not projected to be strong in the immediate future.
- *What is the reason for the decline?* The growth is occurring in the GTA and not in Eastern and Northern Ontario.

06-05 REPORT OF THE PRESIDENT (cont'd)

- *The College should focus on compressed programming and articulation agreements, two areas which appeal to the mature student market; apprenticeship is also an area for focus.*

06-06 DECISION ITEMS AND REPORTS**BANKING OFFICERS****RESOLUTION**

MOVED AND SECONDED – Holzman and Johnson

that for banking purposes, the following are the officers of Algonquin College of Applied Arts and Technology:

THE BOARD OF GOVERNORS OF ALGONQUIN COLLEGE OF APPLIED ARTS AND TECHNOLOGY

POSITION	CURRENT INCUMBENT
Chair	Mr. David Wallace
Vice Chair	Mr. Shirley Westeinde
Secretary	Mr. Robert Gillett
Treasurer	Mr. Robert Letourneau

SENIOR OFFICIALS OF THE COLLEGE

POSITION	CURRENT INCUMBENT
President	Mr. Robert Gillett
Vice President Finance & Administration	Mr. Robert Letourneau
Vice President Student Life and Human Resources	Mr. Christopher Warburton
Vice President, Academic	Mrs. Raymonde Hanson
Director of Finance	Mr. Brian Burns
Acting Manager, Financial Services	Mrs. Barbara Nauth

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

C. Warburton presented the second quarter human resources complement report and noted that the vacancy rate is higher than typical. However, it is expected that figures for the final quarter will be approximately 5% which is a more common rate. Historical vacancy rates for a College similar in size have been in the area of three to six percent.

FOUNDATION BOARD MEMBER NOMINATION**RESOLUTION**

MOVED AND SECONDED – March and Cameron

that the Board of Governors approve the appointment of Michelle Valberg to the Algonquin College Foundation Board of Directors.

CARRIED

Michelle Valberg owns and operates the only combined photography gallery and studio in Ottawa called Valberg Imaging Inc. as well as a publishing/special event business called Dare to Dream Productions. Michelle was Ottawa's 2003 Businesswoman of the Year. She was also honoured with the prestigious 40 Under 40 Award in 2004. Her photography work appears in many publications such as US Magazine, In Style, Ottawa Life, Reader's Digest and Chatelaine Magazine. In 2000, the YMCA/YWCA Women of Distinction Awards honoured Michelle as a recipient in the arts category. In 2005, Michelle won the Algonquin College Alumnus of the year. Michelle is an Algonquin College photography graduate and sits on the Photography Advisory Committee. She is also a board member on the CHEO Foundation.

THIRD QUARTER REVIEW

Robert Letourneau, Vice President, Finance and Administration spoke to the third quarter financial results and indicated that positive adjustments in the amount of \$591K were realized, with a few grant announcements yet to be announced. The College remains in a positive position in terms of GAAP accounting as well.

A number of comments were made relating to the presentation of the information in the quarterly review and how it could be reported to better

06-06 DECISION ITEMS AND REPORTS (cont'd)**THIRD QUARTER REVIEW** (cont'd)

compare each quarter against the approved annual budget. The comments were taken under advisement for further discussion at an upcoming Audit Committee meeting.

REMOVAL OF MANDATORY RETIREMENT AGE

The President reported that Bill 211, Removal of the Mandatory Retirement Age, received royal assent on December 12, 2005 and will take effect on December 12, 2006. The College system is currently working to review possibilities for benefits packages for employees who continue working past age 65, as the current Sun Life agreement does not provide for benefits after the age of 65. The system is also looking at the ramifications of extending the age of employment. It is anticipated that a plan for the Colleges will be developed by May 2006 at which time the Board will be fully briefed.

06-07 MANAGEMENT SUMMARY REPORT*Questions/Comments*

- *Page 1. What four programs will the PLA recognition funding be used for?* The funding will be used to develop the following programs for foreign trained professionals: Anesthesia Assistant, Polysomnography, Cardiac Diagnostics and Preparation for Regulated Employment for Internationally Trained Respiratory Therapists.
- *Page 9. Is it correct that the government's new OTSS Funding Initiative will cover the Foundation's donations on a three-to-one basis?* Yes. The Foundation was matched one-to-one for its fundraising base which it has met; now, all funds raised are being matched three-to-one until March 31, 2006.
- *Page 4. With the 5% enrolment increase budgeted for 05-06, this report states that the College has experienced a 5% decrease in net registered students. Does that represent a 10% drop?* No. The target was missed by 3.9% of the total projected enrolment (including the targeted 5% increase). Of concern at this time is the number of students who leave the College before the audit date each term. Retention and attrition are two major areas of focus at this time and for the 2006-07 budget.

06-07 MANAGEMENT SUMMARY REPORT (cont'd)

- *Page 8. How does the College's EA Plus first quarter utilization rate compare to other Colleges of a similar size?* This was taken under advisement by C. Warburton for follow up.
- *Is the Women in Skilled Trades Contract as reported on page 1 of the summary the same contract that is reported on page 10?* This was taken under advisement by K. MacDonald/M. Donohue for follow up.
- *Page 12 – Could the Board be provided with a tabulation of the students/graduates in the achievement centre that provides an indicator of the success of the program?* This was taken under advisement by K. MacDonald for follow up. The President noted that the goal of the program is for students to complete their OSSD with a side benefit of it occurring in a College environment which also provides exposure and potential recruitment opportunities.
- *Page 12 -- What does the Achievement Centre cost the College?* It has no cost to the College, with the exception of the Catholic School Board being provided free space for year one of the project. The instruction, and materials, etc. are all paid by the School Board.

The complete management summary report is available on the Board of Governors website at:

<http://www.algonquincollege.com/board/meeting%20minutes.htm>.

06-08 INFORMATION ITEMS

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

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| December 7, 2005 | Program Standards: Community and Justice Services, MTCU, 50705 |
| January 27, 2006 | Program Title Change: Hotel and Restaurant Management to Hospitality Management – Hotel and Restaurant. |

There being no further business, the Board moved In Camera at 6:40 p.m. to discuss a business item and adjourned for the evening at 7:02 p.m.

David Wallace
Chair

Anna Cobus
Recording Secretary