

# ST. CLAIR COLLEGE OF APPLIED ARTS AND TECHNOLOGY

## MINUTES

### of the

## FULL BOARD MEETING of the BOARD OF GOVERNORS

Held April 28, 2009 at 6:30 p.m., in the Board Room # 342, South Campus,  
2000 Talbot Road West, Windsor, Ontario

### PRESENT:

Mr. M. Benoit  
Mr. P. Choma  
Ms. K. Curtis  
Mr. T. Farron  
Mr. M. Helal  
Ms. B. Jones  
Ms. M. Lucas  
Ms. D. Livneh, **Chair-Elect**  
Ms. M. Lucas  
Mr. V. Marcotte  
Mr. C. Parrott  
Ms. S. McLelland  
Mr. R. Shaw, Chair  
Dr. J. Strasser, **President**  
**Mr. J. Wickett**

### ABSENT:

Ms. L. Gall  
Ms. K. Mingay  
Ms. R. Parak

### Also Present:

Mr. G. Barker, Professor, Motive Power Technician  
Program  
Mr. D. Barsanti, Chief Financial Officer  
Mr. E. Chant, Editor, SAINT, Student Newspaper  
Mr. F. Curtis, Faculty Observer, OPSEU, Local 138  
Ms. P. France, Senior Vice President, College  
Operations  
Ms. S. Garant, Board Secretary

Ms. J. Green, Chair and Acting Chair for the Schools of Liberal Arts & Science and Community Studies, respectively  
Ms. L. High, Associate Chair, School of Nursing, Thames Campus  
Ms. F. Lang, Observer, President, Local 137, Support Staff  
Mr. J. Martin, Observer, St. Clair College Retirees Association  
Mr. F. Sorrell, Vice President, College Advancement Services  
Dr. P. Tumidajski, Vice President, Academic  
Mr. J. Wilson, Chair, School of Business & Information Technology

A quorum of the Board of Governors in attendance and the Notice of the Meeting and the Agenda having been duly sent to all Board members, the meeting was declared regularly constituted. A copy of the Notice of Meeting/Agenda is attached as **Appendix 'A'**.

Mr. Shaw chaired the meeting and Ms. Garant was the Recording Secretary.

1.0 **Adoption of the Agenda and Declaration of Conflict of Interest**

A motion to adopt the agenda was moved and carried and after calling for and hearing no declarations of conflict of interest, it was therefore,

**RESOLVED THAT** the Board of Governors adopt the April 28, 2009 Full Board agenda as distributed.

2.0 **Approval of the Minutes of the March 24, 2009 Full Board and In-Camera Meetings Held in Windsor**

A motion to approve the above Minutes was moved and carried and it was

**RESOLVED THAT** the Board approve the Minutes of the March 24, 2009 Full Board Meeting as distributed.

And also

**RESOLVED THAT** the Board approve the Minutes of the In-Camera meeting of the Board held on March 24, 2009

in Windsor.

### 3.0 **Constituent Reports**

#### Retirees

Mr. Jim Martin, on behalf of the St. Clair College Retirees, thanked Dr. Strasser for his continued help and support and also noted that the 425 retirees of the College do what they can to support College events.

Mr. Martin, in addition to noting he has distributed a written report to each member of the Board, took this time to apprise the Board that there will be some changes on the horizon with the passing of Bill 90 last October (2008) pertaining to the New College Employer Council. This Council oversees the fringe benefits Policy which is fully paid for by the retirees. Over the last two years we have seen a 36% increase to those premiums while at the same time observing a significant decline in some of those benefits.

It is our understanding, noted Mr. Martin, that the President and the Chair of the Board of each College will form this new Council which would seem to indicate that these parties should get together at some point to chat, added Mr. Martin.

Mr. Martin concluded his report at this time, once again thanking the College Administration for their support.

A copy of Mr. Martin's written report is attached to the Minutes as Item 3.0.

#### Faculty

Mr. Floyd Curtis presented the faculty group's report by noting that the Local 138 elections would be taking place within the next week.

Should he not be reelected as the Faculty representative to the Board, Mr. Curtis thanked the Board for the time he has had in this capacity and hoped that he would return for the May meeting, should that be the desire of his peers.

In addition, Mr. Curtis noted that the faculty group has extended its support to the Support Staff at the College in light of the recent lay-offs within their ranks.

This concluded the faculty report to the Board of Governors.

Mr. Shaw thanked Mr. Curtis for his report and wished him success in the upcoming elections.

#### Support Staff

Ms. Lang, President of Local 137, Support Staff was invited to give her report at this time.

In her report Ms. Lang informed the Board members that the Support Staff have currently gone through two difficult rounds of the Stability Process, where positions have been declared redundant and identified Staff has been reassigned.

After meeting with Ms. France, Ms. Lang announced that the second round of lay-offs was rescinded, which would have affected members in the technology classifications. This was certainly good news for our members, Ms. Lang added.

There are seventeen members officially due to be laid off between this week and next announced the Local President, and she asked that the Board be diligent in its efforts to encourage and approve any new program offerings in order to maximize continued growth of the College.

Current staff levels, according to Ms. Lang, are 232 members, which is down from 270. Revoking the latest set of layoffs was very much appreciated by the members and has served to lift the morale, stated Ms. Lang.

In an effort to stem the number of grievances, continued Ms. Lang, bi-weekly meetings will be held with Ms. France to present issues with the prospect of resolving them before they are perceived as grievable. Three grievances that were scheduled to go to arbitration have been settled mutually and those grievances have been withdrawn.

Ms. Lang further added that elections will be held on May 12, 2009 to fill two recent vacancies within the Union Executive (that of Secretary and 1<sup>st</sup> Vice President) created by the recent resignations of the individuals currently acting in those positions.

Ms. Lang spoke to the vacancies that will occur on the Board with the retirements of Mr. Marcotte and Mr. Wickett. She asked that the Board give consideration to individuals having a labour or manufacturing background when considering volunteer applications.

Prior to concluding her report, Ms. Lang further reported that during her recent southern vacation, she had the opportunity to meet and speak with a lobbyist, Mr. Jean Claude Trottier, who has lobbied on behalf of Boreal College, with much success. She asked that the College might consider Mr. Trottier with future proposals for funding and distributed a brochure with his information for the Board to review.

This concluded Ms. Lang's report and Mr. Shaw thanked her for her presentation, on behalf of the Board of Governors.

#### 4.0 **President's Update**

##### 4.1 President's Update

With respect to Ms. Lang's suggestion for hiring a lobbyist to assist in eliciting funding from the government, Dr. Strasser offered the following cautionary comment. Lobbyists do not come without a price tag. He did however offer to follow up with Ms. Lang's suggestion.

Dr. Strasser began his presentation by providing highlights of the "Evening with the President" event that took place on April 23, 2009 at the St. Clair Centre. Board members, Ms. Livneh and Ms. McLelland were at the event. This was a "take the College to the people" night without any press or politicians present. Prospective donors/contributors were invited to hear the presentation depicting the College's vision for the future and what is needed to sustain and move this vision forward.

The President indicated that there were between 100 and 125 guests in attendance at this event which was hosted by Mr. Matty Maroun. The guest list was made up of local businessmen, lawyers, judges and doctors.

The theme for the first part of the presentation was modeled after a rally with the chant "We are... St. Clair College" backed up with music in a brief five minute presentation.

Following the slide presentation, was a performance by four of our Performing Arts students, each singing a song from the production "La Mome Piaf". At this point, the President noted, you could hear a pin drop in the room as everyone focused on the talented performers.

The third part of the presentation was about the campus vision and about what we need from the community to realize our vision. The presentation lasted approximately forty-five minutes.

At this time the President presented the Power Point presentation from that evening to the Board of Governors.

The Windsor Campus infrastructure items have a \$106M price tag. The HealthPlex requires \$4M to accomplish and the Centre for Applied Health Sciences \$40M with a 50% share coming from the Federal Government.

The evening was a success and well received with offers already to help as a result of that event.

Lynn McGeachy Schultz is working at organizing a similar event in Chatham with the focus of course being the Thames Campus for some time in June, stated Dr. Strasser.

Mr. Shaw thanked the President for his update and invited questions about the presentation from the Board members.

Dr. Strasser added that he has received word from the Ministry that they have reviewed the College's recent proposals and that we can expect to hear back on their success within the next three weeks.

One member asked if the President would be sharing the presentation to various constituent groups in upcoming scheduled meetings to which the President responded in the affirmative.

## 5.0 **Business Arising**

### 5.1 2009-2012 Board Volunteer Recruitment

At the outset of this item, Mr. Shaw asked that the Board members meet, briefly, In-Camera, following tonight's full Board meeting, to discuss the list of candidates to date and this was agreed upon by the members.

The Chair further explained that on May 12, 2009 the Board will review the list of potential new Board volunteers in conjunction with the recommendation (below) as set out on page 5 of the agenda attachments which states:

Recommendation: Gender equity would require the selection of two male Board nominees to replace Jim Wickett and Vince Marcotte. There would probably be no adverse reaction from CCAC to one (male) and one (female). The Board should have one legal representative to replace Jim Wickett and the one other representative could be from health, financial or manufacturing.

Ms. Livneh reiterated her request that with the retirement of Mr. Cutler from the Board, that particular consideration be given to an individual with a sound Accounting/Financial background.

Another member suggested that a representative from Chatham may be a factor to consider. Dr. Strasser noted that even with the upcoming retirement of Mr. Wickett, considering the size of the Chatham

Campus compared to that in Windsor (1,000/7,000), Chatham is proportionately represented (2/12 or 16.7%) on the Board.

Mr. Shaw encouraged Board members to invite individuals they believe to be a good fit to this Board to apply.

Discussion arose concerning the composition of the Selection Committee with the Chair, Chair/Elect, two of the retiring members and one nomination, Maureen Lucas volunteered to sit on the Committee along with the President.

At the end of the discussion, it was agreed that the Selection Committee would be composed of Mr. Shaw, Ms. Livneh, Mr. Marcotte, Mr. Wickett, Ms. Lucas and Dr. Strasser.

## 6.0 **Provincial Conference (2009 Colleges Ontario) Update**

### 6.1 Provincial Conference Update

Ms. Curtis was the first to report her observations after attending the fundraising workshop at the Colleges Ontario conference. Ms. Curtis reflected on what Dr. Strasser mentioned in relation to reaching out to well known individuals in the community for financial assistance in order to carry out the College's vision and confirmed what he said. She further added that during the presentation at this session, the speaker noted that he had never been approached for donations from any of the colleges.

He also stated that the colleges need to boast about the role they play in the economy and how their goals match those of the surrounding community and industry and how they need to work together to meet their common goals.

Each donor's expectations are different, he added, and it is up to the college to find out what those expectations are through ongoing dialogue in order to keep ideas specific to particular donors.

Participants in the workshop were reminded, according to Ms. Curtis, to consider Board members, Foundation members, former students and retirees as perspective donors.

Mr. Benoit then related his findings based on his participation at the "telling the college story" workshop at the Conference.

Mr. Benoit in his remarks explained to the Board that the college system must be sold to the government. The importance of the community college system and how it drives the economy must be reinforced. Government needs to recognize that we are the solution. One single voice/message emanating from the system must be put out there expressing how we can be part of the solution to diversifying our economies by offering programs in concert with surrounding businesses and industries that will lead the region to move in different directions to build a future.

Let our graduates speak in various forums to get the word out that there are openings and opportunities to explore in many fields of study.

Boards of Governors are also encouraged to advocate on the colleges' behalf and get the word out about new college initiatives and how they can boost the economy or bring hope for change within a community, Mr. Benoit added.

He also spoke about the importance of International recruitment and how it can enhance the college financially. On this topic he referred to the Australian and U.K. presenters who are highly dependent upon International recruitment with Australia touting that education is its third highest export and the U.K. with its \$400M per year education budget.

Canada, according to Mr. Benoit's observations at the conference, has one of the best regarded educational systems in the world but is one of the least marketed as an International destination.

After concluding his report, Dr. Tumidajski reminded the Board members and those present that those countries are also the closest in proximity to the largest world markets of China and India. The U.K., he added, also draws on its history (Oxford University) in attracting students to its world renowned educational institutions.

Ms. McLelland whose written report is attached as Item 6.1 to the Minutes also presented the idea of a united front (system-wide) to Politicians and Labour leaders.

She also suggested that lobbying efforts be heightened and in her concluding statement noted that the Colleges Ontario conference was an excellent event and gives internal and external Board members the opportunity to get better acquainted.

Ms. Lucas noted that she was most impressed with the “virtual experience” presented at the conference. Students enter a virtual class where they can see their classmates and interact with them in discussions. There are only two colleges in the system explained Ms. Lucas that are using this on-line learning venue and she encouraged those responsible to explore the possibilities of this happening at St. Clair College.

Ms. Curtis also attended the “Minding the Dream” workshop at the conference and remarked at the value of the immigrants to any community and what they contribute in the way of cultural diversity. Institutions must facilitate their entry into the educational stream and recognize the knowledge and skills they bring from their native lands and help to minimize the challenges they face in order to facilitate their education in their new home.

The changes to the manufacturing sector have forced us to become world competitors and make changes to the old ways of doing business, added Ms. Curtis.

Mr. Shaw thanked those members for their reports and sharing what they learned with the Board.

Mr. Benoit, through the Chair, offered to share a copy of the CD to anyone interested of the 2009 Colleges Ontario Conference. The Chair noted that the Board Secretary would retain that CD should anyone wish to borrow it.

## 6.2 New Ontario College Advanced Diploma – Business Administration – International Business

Before speaking directly to this item, Dr. Tumidajski explained to the Board and observers that the four programs coming before them tonight for approval share a common theme.

That common theme, noted the Vice President, Academic is the relevance they all have to the local economy based on our proximity to an international border.

These programs are being brought forward based on a need demonstrated or defined within the community. In offering these programs; International Business, Border Service Agents, Physio/Occupational Therapists Assistants and Truck Repair Techniques, Dr. Tumidajski explained that the College has found ways of leveraging its current levels of expertise and community assets and has synergized those into new programs. The current

facilities, in this way, are used to their maximum potential, added the Vice President.

## SCHOOL OF BUSINESS AND INFORMATION TECHNOLOGY

Dr. Tumidajski invited Mr. Wilson, Chair of the School of Business and Information Technology to speak to the proposal of the International Business – Advanced Diploma.

Mr. Wilson reminded the Board members that there currently is a two-year program in International Business. After several years of listening to the feedback from the students and a very active Program Advisory Committee (PAC) changes to that program are warranted.

There is, simply too much to accomplish within the existing eight months program, including such items as a major research project that asks students to research a product or service and develop a marketing plan and a business plan built upon that identified product or service. This onerous task alone is one of the criteria that prompted the development of this three-year model.

The following changes have been implemented, according to Mr. Wilson as included in the attached rationale;

- The addition of a law course (International trade law and Canadian law)
- Addition of topics dealing with Operations Management and logistics of crossing borders with goods and services.
- An internship component of 4 weeks has been added which can actually incorporate the student's major research project into an internship/employer based project. This replaces a one day a week internship experience currently available to the students.
- The enrolment target has been set at a modest level (30-35) and the costs of implementation should be offset by the phasing out of the old 2-year program.

Mr. Wilson further explained that the global market is huge for a city like Windsor.

The first graduates of this new program will graduate in 2013 and they should be coming at an ideal time to align with the probable upswing in the economy.

Students submit their business plans in order to receive additional accreditation upon graduation (FITT) and some of our students are hired by companies based on the projects they have presented.

When asked by a Board member why the 2010 start date instead of 2009, Mr. Wilson commented that the College wants to be able to market the program and also coincide the start date of the program with the application date deadlines assigned by OCAS. This will also prevent the additional financial burden in offering the two courses simultaneously on the College, he explained.

When another member enquired whether there was a concern over the declining number of applications in the overall Business programs, Mr. Wilson countered that thought by explaining that the business applications overall have remained the same over the past few years and the new program structure, he believed, would best serve those applicants interested in pursuing an International Business education.

Dr. Tumidajski also added that this program has historically been a draw for international students in particular. When those students are exploring opportunities for articulation programs with various institutions, they are pleased to see this program as an alternative to their program choices. Chinese students are keen on studying international trade which translates well into their country's economy.

Mr. Wilson further added that the College's additional accreditation for graduates from the programs and a software program being added to facilitate operations management will be key in attracting applicants to our program. A Micro Soft Dynamics alliance program has been suggested for implementation by one of the IT specialists here at the College, he added.

A member asked if there would be negative connotation associated with the program when going from a two year to a three year program.

Mr. Wilson responded that three years ago when the parties involved began this program review, upon mapping this program it was found that our current two year program actually meet standards for a three-year diploma set out by the Ministry.

Whereby a lot of the two-year programs are technician programs, he explained where a particular skill set is required for

completion and they tend to be a more hands-on learning style. Where there is a third year he added, that third year involves more analysis and evaluation of processes which entails more critical thinking.

There is really no basis to compare our enrolment between two and three year programs Mr. Wilson conceded. There are no historical statistics that would favor a two year over a three year course.

Upon conclusion of the question period a motion to approve this program offering was moved and carried and it was therefore

**RESOLVED THAT** the Board of Governors approve the offering of the Advanced College Diploma – Business Administration - International Business Program - to begin in the fall of 2010.

Prior to the introduction of any new agenda items one of the Board members expressed his concern, on behalf of the Board, relating to the input of community/industry members when programs are coming before the Board for approval.

Mr. Marcotte raised a question and asked that some clarification be provided as to the role of PAC's in providing input into program development and the timing of that input as it relates to Board and subsequently Ministry approval. The member further noted that with the costs of these new program offerings it would seem to be incumbent upon the Board to ensure that due diligence has been exercised when programs are being considered and especially the feasibility of the success of those programs over time.

Dr. Tumidajski first spoke to the rationale behind offering this program and explained to the Board members that the genesis of some ideas for new programs often result from PAC members in existing programs and discussions that arise at those meetings with faculty, etc. Once a program is approved and in place a PAC is formed solely for that program.

An example the Vice President used was the current PAC for our Law and Security Program ultimately came up with the idea of offering a Border Service Agent program. The PAC members, which also included persons working in the border services and related areas, identified the need and researched the skills necessary for a student to exhibit upon graduating from this

program. They will hand off those responsibilities to the new PAC that will grow out of the new program.

Dr. Strasser added that a lot of the new programs have had community input in their developmental stages and once the programs are underway PACs are struck to continue monitoring those programs for relevance and quality of our graduates.

An example is the OTA/PTA programs that were born from individuals involved in working groups in the Chatham Kent communities, including Ms. McGeachy Schultz who worked along with Thames Faculty members and individuals working in various health service areas. These individuals may or may not constitute the membership of the actual PAC once the program is up and running.

The same member also noted his concern with the expertise of the Individuals on the PACs and on the working committees who lend their advice to the programs coming forward. The Board has no inkling as to who these people are or their background in giving their opinions/comments in the development of these programs.

Mr. Marcotte although indicating his support of these initiatives is a bit hesitant based on the cost of starting up these programs. His concern is that the industry input has been ongoing with the proposal and going forward on these proposals won't prove to be white elephants in years to come.

Dr. Tumidajski confirmed that working groups with community experts in the related fields have lent their support to the viability of the programs coming forward and once the Board approval has been attained the programs go forward for evaluation by the Ministry's credential validation committee to further validate the program.

The Board member asked that at a future date, Administration provide the Board with the process of program approval, beginning with the names and backgrounds of those involved either on the PACs or the working committees (pre-PACs) whose expertise were the grounds for moving forward with the program proposals.

Dr. Tumidajski and the President both agreed that this information would be provided to the Board members as part of their orientation and perhaps as a part of the Fall Board Retreat.

The Chair reiterated to the Vice President how the Board would benefit from knowing what form of market research was used to develop new program rationale and understanding the process the programs undergo prior to being offered to the public. This would serve to provide the Board a level of comfort in knowing how the process works prior to programs being presented to them for approval, considering the outlay of monies required to run these programs. Approval of programs is one of the most important aspects of the Board's work on behalf of the College added the Chair.

The entire process added the President is approximately 18 months from inception to implementation of the program.

### 6.3 New Ontario College Advanced Diploma – Occupational/Physio Therapist Assistant

Dr. Tumidajski invited Lisa High, Chair of the Nursing program at Thames Campus to give an overview of this program coming before the Board.

Ms. High noted that there was a pre committee that met on three different occasions in order to develop the proposal for this program. Ms. Lynn McGeachy Schultz was among the lead persons that met with industry individuals (physiotherapists and occupational therapists) along with home care based and hospital based care givers.

Historically hospitals and private care facilities have used activity assistants in the roles of assistants to the physiotherapists and occupational therapists. These individuals were not credentialed and didn't have any particular educational background as a hiring requirement.

This program, explained Ms. High, will be a two year four-semester program. The closest location for such training is in the Kitchener-Waterloo area which provides the College a wide area from which to draw applicants. With the growing trend by the Ministry of Health to keep the aging population in their own homes, this program provides an excellent area for education for our youth.

OHIP funding for health care facilities to hire OTA and PTA workers came into effect in 2005/6.

The graduate employment rate from these programs at other colleges is 84%.

With the continued growth in the Community Care Access Centres and long term care facilities in South West Ontario will continue to provide opportunities for our program graduates for many years to come, added Ms. High.

When a member questioned whether there was any dialogue around an articulation agreement between the college and university for furthering our graduates educational opportunities, Ms. High indicated that there was nothing in place that would prevent that dialogue from taking place.

There are already ongoing discussions about raising the credentials of the Physiotherapists and Occupational Therapists to requiring Masters Degrees, much like what was done with the Nurse Practitioners credentials which speaks volumes to having flexibility between University and College credits toward continuing education courses.

In response to a member's question as to other colleges offering this program ahead of ours, Dr. Tumidajski added that the only other colleges to date are Mohawk and Sault College; however St. Clair was able to expedite this program with the swapping of curriculum for this program with St. Lawrence who needed our Med Lab curriculum.

The motion to approve this program was moved and carried and it was therefore

**RESOLVED THAT** the Board of Governors approve the offering of the Advanced College Diploma – Occupational Therapist Assistant/Physiotherapist Assistant as presented, to commence September 1, 2010.

#### 6.4 New Ontario College Diploma – Border Services

Ms. Green, Program Chair, was invited to speak to the proposal for this new program offering.

Beginning her presentation, Ms. Green explained that there was PAC approval for this program prior to it coming before the Board. The need for such a program as this, she further explained was precipitated by the movement of Goods and Services across the border in 2003.

A new firearms course has been added to the curriculum and the CVSA was asked what skills they look for in hiring a Border Service Agent.

There are already one hundred and twenty CAW workers interested in taking this program in the fall of 2009.

Mr. Benoit added that this program is basically a chalk and talk type program which incurs a low cost to run. The recruitment efforts for these positions have been ongoing and the Ministry is thrilled to have the colleges on board to offer this program.

The employment prospects for graduates from this program are excellent and the program requirements dovetail nicely with our existing Law and Security and Police Foundations programs.

After a brief discussion a motion was moved and carried and it was therefore

**RESOLVED THAT** the Board of Governors approve the offering of the new Ontario College Diploma - Border Services Agent Program to begin September 2009.

When asked by a member if the government may ask for a university degree to achieve this certification, Dr. Tumidajski indicated that currently the basic requirement for this training is a high school diploma and all the current job postings in the Woodstock area have required that level of education.

Down the road, the Academic Vice President added a program in Correctional Services Worker may be added to the College's list of programs.

#### 6.5 New Ontario College Diploma – Truck & Coach Repair Techniques

Dr. Tumidajski announced that Mr. Maceroni, Chair of the program was unable to attend tonight's meeting and sent his regrets and that he would speak to this item on his behalf.

Dr. Tumidajski explained that the technique programs are designed in one-year blocks to allow individuals to get skills in a relatively quick fashion to facilitate entry into their chosen trade. With the increase in transportation of goods across our borders there is also a need to maintain the trucks used to transport those goods.

In order to maintain them there is a need to understand the mechanics of diesel engines, he further explained. In addition, the closest colleges offering this program are Mohawk and Fanshawe. They tend to fill those classes and St. Clair College is comfortable knowing that there will be a sustainable number of students to offer this program here.

The Academic Vice President further noted that with the Motive Power Technician program currently running the lab and expertise required are currently on board in order to keep our costs down.

We would hope to enroll 20 - 25 students in the first year of the program which is a modest target explained Dr. Tumidajski netting the College approximately a \$400,000 profit margin.

Mr. Benoit added that the current age of the truck mechanics in this area is fifty-five years of age which will place a demand for these services moving forward.

The graduates from this program are paid significantly more than the Motive Power Technician graduates added Mr. Benoit.

Mr. Guy Barker, a Professor in the Motive Power Technician program, spoke to merits of this program and noted that an individual going into an apprenticeship after completing our program will be a welcomed relief for those employers who have little time to babysit new employees. Our graduates will enter the trade with a sound foundation prepared to meet the challenges before them. Mr. Barker also added that he has already had inquiries as to when such a program may start which indicates to him that filling the program won't be a concern.

A Board member echoed these thoughts of the program being a great stepping stone into the trade and graduates will be welcomed into the trade by the employers. He noted his frustrations when individuals, who have no appreciation for the trade come on board and after investing time and effort into their training they realize this isn't what they expected. After one year in this program they will certainly realize the commitment involved. This member offered his unqualified endorsement.

A motion to accept this proposal was moved and carried and it was therefore

**RESOLVED THAT** the Board approve the offering of this one year program Truck & Coach Repair Techniques to begin in September 2009.

The Chair offered his thanks to all the presenters on behalf of the Board.

## 7.0 **Board Policy Review**

Mr. Shaw reiterated the process of Policy review and explained that the policies come forward for first reading and review and then come back for at the next meeting for a second reading and the Board's approval. The Board has eliminated an extra step in the process.

### 7.1 Advocacy Policy #2003-10

One member asked that this policy as it suggests be identified on the Board's Annual Work Plan where members will prioritize advocacy issues based on the College's needs and strategic goals and objectives.

It was also suggested that the words "as needed" be added under "the policy" heading, at the end of the first sentence in the first paragraph.

The same member asked that all references to the Provincial College group as ACAATO be amended to its current name of Colleges Ontario.

The Chair noted that this item would come back at a future meeting.

### 7.2 Relationship to the Foundation – Policy #2003-11

In response to a member's question pertaining to Board access to the Foundation Minutes, Administration explained that those Minutes are available on-line.

It was further suggested that since one of the Board of Governors sits on the Foundation Board, that any information she feels relevant to the Board be added to the upcoming Full Board Agenda and reported on at that subsequent Board meeting.

One member suggested that this item be added to the Board Annual Work Plan as well however it was noted that this is already a standing item on that Plan (Month of January).

This item will also come back for future discussion the Chair noted when a joint meeting between our Board and that of the Foundation can agree on a meeting date to further discuss this Policy.

7.3 Budget Development – Policy #2003-18

The members of the Board were in agreement that due diligence of the President and Board has ensured this Policy is adhered to and saw no reason to make any changes at this time.

7.4 Fiscal Condition – Policy #2003-19

The Board members were comfortable with the Policy as it reads currently and the Chair indicated it would be brought back for second reading and approval at the May 2009 Full Board meeting.

7.5 (a) Board Standards, Procedures and Self-Policing #2003-9

This policy was agreed upon in principle however the Board decided that they would defer any changes at this time and awaits the results of the Board attendance monitoring and perhaps amend the policy at a later date when that information is available.

The motion was moved and carried to adopt this policy and it was therefore

**RESOLVED THAT** the Board approve Policy #2003-9 Board Standards, Procedures and Policing as written with the review date of April 28, 2009 duly noted in the Board Policy Manual.

(b) Compensation and Benefits Policy #2003-17

After a brief discussion a motion to adopt this policy was brought forward and it was therefore,

**RESOLVED THAT** the Board approve Policy #2003-17 as written and the review date of April 28, 2009 be noted in the Board Policy Manual.

## 8.0 **Meeting Evaluation**

### 8.1 Meeting Evaluation

During a brief discussion of this item it was noted that there were excellent questions posed to the program presenters which provided the Board members the assurance they need in moving these programs forward for Ministry approval.

One member was especially pleased with Mr. Marcotte's question of how the PAC provides input into the proposals before coming to the Board for approval and looks forward to Administration providing additional information with respect to program approval. This information will provide clarity for members by defining the path leading for program inception to implementation to be provided to the Board in the future.

Other members were in agreement that some of the wording on the program rationale was ambiguous and warranted clarification.

At this time the Chair suggested that perhaps a list of the PAC members and/or members of the working groups that have input into various program proposals be provided to the Board with a brief profile outlining their expertise and what skills they bring to the Committee/group.

A member suggested that the 2009/10 Annual Board Fall Retreat would probably be the best time to bring this information to the Board with a brief presentation of the program approval process and what all is involved.

One member, through the Chair, thanked Ms. Hetherington for her assistance in linking a prospective student with the person in charge of the culinary management program in order to respond to questions and provide an overview of the program the student has chosen to enter next fall.

9.0 **Date of the Next Meeting**

The Chair reminded the members that the next Full Board Meeting will take place on May 26, 2009 in Windsor and there is a Committee of the Whole meeting of the Board scheduled on Tuesday, May 12, 2009 in Windsor to present the summary of the Presidential evaluation surveys to the Board.

10.0 **Adjournment**

The meeting adjourned at 9:05 p.m.