

ST. CLAIR COLLEGE OF APPLIED ARTS AND TECHNOLOGY

MINUTES

of the

FULL BOARD MEETING of the BOARD OF GOVERNORS

Held May 22, 2012 at 6:30 p.m., in Boardroom #342 at South Campus, Windsor, Ontario

PRESENT:

Ms. K. Curtis
Mr. T. Farron, **Chair-Elect**
Ms. L. Gall
Mr. C. Janisse
Ms. M. Lucio
Ms. M. Marcotte
Mr. V. Marcotte
Mr. D. Moncur
Ms. P. Papadeas
Ms. R. Parak
Mr. C. Parrott, **Chair**
Mr. R. Rusich
Dr. J. Strasser, **President**
Mr. D. Wilson

REGRETS:

Ms. S. McCourt
Mr. R. Seguin

Also Present:

Mr. P. Aylesworth, Faculty Observer
Mr. D. Barsanti, Chief Financial Officer
Mr. E.P. Chant, Editor, SAINT, Student Newspaper
Mr. J. Fairley, Vice President, College and Community Relations
Ms. P. France, Senior Vice President, College Operations
Ms. S. Girard, Secretary, Board of Governors
Ms. A. Hetherington, Director, Student Recruitment
Dr. O. Klein, Representative, St. Clair College Retirees Association
Ms. I. Moore-Davis, Manager, Continuing Education
Mr. K. Pilon, External V.P, SRC
Dr. P. Tumidajski, Vice President, Strategic Planning

A quorum of the Board of Governors in attendance and 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. Parrott chaired the meeting and Ms. Girard was the Recording Secretary.

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

Hearing no declarations of conflict of interest and no changes to the agenda, it was,

RESOLVED THAT the Board
adopt the May 22, 2012
Full Board Agenda as distributed.

2.0 **Approval of the Full Board Minutes of the April 24, 2012 Meeting held in Windsor, Ontario**

The Chair at this time called for any changes or omissions to the above Minutes to which Mr. Janisse asked if on page 4 at the bottom, if it should read "Student Tuition" instead of "Student Fee Structure". Ms. France responded that it should have read "Tuition". It was therefore,

RESOLVED THAT the Full
Board Minutes of the April
22, 2012 meeting be adopted
as amended.

3.0 **Constituent Reports**

Faculty

Mr. Aylesworth presented the Faculty Constituent Report, highlighting the results of the Skills Canada competition noting the hard work and dedication of the faculty coaches. A copy of the handout is attached to the Minutes as Item # 3.0.1.

SCC Retirees Association

Dr. Klein presented the 2012 Annual Report on behalf of the Retirees Association highlighting the following items from the Treasurer's Report:

- \$2,400 under College Grant is given by the President to continue activities.

- \$1,500 under Charity/Donations to be presented to the President in October to go towards the HealthPlex fund.
- \$750 under Travel goes towards sending a representative to the Ontario Colleges Retirees Association in Toronto.
- Dr. Klein also noted that at the Executive Meeting on May 16, 2012 there was some discussion around clarifying “support” and how the retirees support their 400 members. He indicated that the By-Law will be “tweaked” to reflect what they can support and what they cannot.

A copy of the Retirees Association report is attached as Item #3.0.2.

4.0 **Business Arising**

4.1 President’s Report

At this time, Dr. Strasser indicated that Ms. Hetherington would use this time to discuss the 2012/2014 Advertising Campaign. Ms. Hetherington handed out the “St. Clair College Gryphon” (College newsletter) and presented a PowerPoint presentation highlighting the new Advertising Campaign. The newsletter is attached as item #4.1.1 and the presentation is attached as item # 4.1.2 to the Minutes.

Ms. Hetherington highlighted a few items from her presentation:

- The greater Toronto area (GTA) is an area that we are concentrating on.
- The demographics that they are targeting are ages 18 – 34.
- Advertised in all 650 subways in Toronto.
- Heavily involved in the recruitment in the GTA, 110 high schools in the west end of the city.
- St. Clair College participated in the Student Life Expo; this is a three day fair and had over 160,000 people attend.
- St. Clair College is the major sponsor for the Fun Run on June 9th, 2012. The Saint’s bus and College cheerleaders will be participating as well.
- She noted that the possibilities are endless with the “HERE” campaign.
- Mr. Marcotte made a suggestion to Ms. Hetherington that “Get your medals HERE” could be another slogan to use.

5.0 **New Business**

5.1 New Program – Home Inspection College – Approved Certificate

At this time, Ms. France introduced Ms. Irene Moore-Davis to speak to this agenda item. Ms. Moore-Davis reviewed the submission that was attached to the agenda highlighting the following:

- There are ten 45 hour modules which are delivered online through OntarioLearn.
- There are no financial risks involved in the establishment of this program because the program is delivered online through OntarioLearn. Ms. Moore-Davis noted that there will be no added human resource costs to the College and no physical resources required.
- To ensure consistency across the province, the Post-Secondary Accountability Branch of the Ministry of Training, Colleges and Universities has asked all colleges to make a certificate available to students if they are offering the Home Inspection courses through OntarioLearn.

After some discussion, it was therefore,

RESOLVED THAT the Board of Governors approve the program as presented.

(It was noted that Mr. Moncur abstained from this item.)

5.2 Report from the Foundation Board to the Board of Governors

Dr. Strasser asked that this item be deferred to the June meeting.

5.3 Appointment of a member to the Foundation Board

Mr. Moncur has volunteered to stay on the Foundation Board for the upcoming year.

RESOLVED THAT the Board of Governors approve David Moncur to be on the Foundation Board for the 2012-2013 year.

5.4 2012 Convocation Motion to Confer Diplomas, Certificates and Degrees

It was noted that the motion is for both the June and October 2012 sessions. It was therefore,

RESOLVED THAT the Board of Governors approve the conferring of Diplomas, Certificates and Degrees at the 45th Annual Convocation Ceremonies.

6.0 **Policy/By Law Review**

Ms. France informed the Board that in their portfolios there is a copy of a draft Student Representative Selection Procedure and a copy of the MTCU Protocol for reference.

After some discussion, it was concluded that in the third sentence of By-Law 5.7, the word “pools” would be removed and an “s” would be added to Representative. It was therefore,

RESOLVED THAT the Board
of Governors approve the
By-Law as amended.

7.0 **Date of the Next Meeting**

The next Full Board meeting will be held on June 26, 2012 at the St. Clair College Centre for the Arts in Windsor.

Prior to the meeting being adjourned, it was noted that an invitation would be extended to the new Board member, Ms. Lori Kempe, to attend the June meeting.