

# ST. CLAIR COLLEGE OF APPLIED ARTS AND TECHNOLOGY

## MINUTES

### of the

## FULL BOARD MEETING of the BOARD OF GOVERNORS

Held October 27, 2009 at 7:15 p.m., in the Board Room, Room #342  
2000 Talbot Road, West, Windsor, Ontario

### PRESENT:

Mr. M. Benoit  
Mr. S. Bustin  
Ms. K. Curtis  
Ms. L. Gall  
Ms. B. Jones  
Ms. D. Livneh, **Chair-Elect**  
Ms. S. McCourt  
Ms. S. McLelland  
Ms. K. Mingay  
Mr. C. Parrott  
Mr. R. Shaw, **Chair**  
Dr. J. Strasser, **President**

### ABSENT:

Mr. T. Farron  
Ms. L. DeBoer  
Ms. M. Lucas  
Ms. R. Parak

### Also Present:

Mr. D. Barsanti, Chief Financial Officer  
Mr. E. P. Chant, Editor, SAINT, Student Newspaper  
Ms. P. Corro-Battagello, Interim Board Secretary  
Ms. P. France, Senior Vice President, College  
Operations  
Ms. Garant, Secretary, Board of Governors  
Ms. J. Harris, Vice President, Corporate & Community  
Services and Executive Director, St. Clair College  
Foundation  
Mr. J. Martin, Observer, Vice President, St. Clair  
College Retirees Association  
Mr. K. McLain, Faculty Observer, OPSEU, Local 138

Mr. F. Sorrell, Vice President, College Advancement  
Dr. P. Tumidajski, Vice President, Academic

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. Shaw chaired the meeting and Ms. Corro-Battagello was the Recording Secretary.

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

The Chair added Item 5.2 Recruitment Process under Approval Items. There were no declarations of conflict, it was therefore

**RESOLVED THAT** the Board of Governors  
adopt the October 27, 2009 Full Board  
Agenda as amended.

2.0 **Approval of the Minutes of the Full Board Meeting Held on September 29, 2009, in Windsor**

It was noted that Ms. S. McCourt's name was not included as "present", while the name of Mr. V. Marcotte should be deleted from the list. It was therefore

**RESOLVED THAT** the Board of Governors  
approve the Minutes of the September 29, 2009  
Full Board Meeting as amended.

3.0 **Constituent Reports**

Faculty

Mr. Kent McLain, Faculty Observer, announced that he had nothing to report at this time.

Retirees

Mr. Jim Martin presented his report on behalf of the St. Clair College retirees Association.

He reported that the Ontario College Retirees Association (OCRA) Annual General Meeting is scheduled for October 29, 2009 at Fleming College in

Peterborough, Ontario. The main item of concern is the role of OCRA in representing CAAT retirees on pension and health benefit issues. Mr. Martin thanked Dr. Strasser for his offer to bring the OCRA position paper to the next meeting of the Executive of the Committee of Presidents.

Mr. Martin reported to the Board the following Retiree fundraising efforts to date:

- 1<sup>st</sup> Annual Charity Golf Tournament at the Oxley Golf Club – 16 Jul 09
- 50/50 Draws are held at all retiree social gatherings with half of the receipts to be contributed to the HealthPlex Funds.
- Donations of \$25 will be made in the name of deceased Retirees to the HealthPlex fund.
- A Winter Charity Golf Tournament at On the Green – 15 Feb 10 is being organized.
- To date, approximately \$5300 has been contributed.

Mr. Martin continued to report that six retirees assisted with the fall 2009 freshmen orientation and also that several retirees have been hired to tutor students.

Further, he added, the retirees now have a website <http://www.stclaircollege.ca/people/retirees/>. It is up and running with valuable information.

Mr. Martin continued that Ms. Del Zangari continues to produce the Retirees Newsletter.

Jordan Sharp, a first year General Arts & Science student, held a workshop today for the retirees entitled “Keeping Up with the Grandkids” which taught such techniques as twittering, U Tube, Face book etc. This workshop was extremely informative and well attended, he added.

Mr. Martin mentioned the two upcoming Christmas gatherings:

1. December 2, 2009 at the SCCA
2. December 9, 2009 at the Countryview Golf Club in Chatham.

Also planned are a trip to Cuba, and the Klindsville Historical Park and Charlie Campbell Memorial Military Museum Tour.

In closing, Mr. Martin stated that as the Board can see the retirees are an extremely active group.

A copy of Mr. Martin’s entire report is attached to the Minutes as item 3.0.

#### 4.0 **Board Education/Information Items**

##### 4.1 Presidential Update

Dr. Strasser reported that the bargaining with faculty is ongoing, with no end in sight. The primary issues being negotiated involve academic freedom, workload and monetary.

Next Dr. Strasser reported that St. Clair College has won two championships (men's fastball and women's baseball). He stated that we had set a goal of 10 wins in 10 years, and we already have 11 Provincial or National wins under our belt. He continued to say that there has not been a time in the history of this country where two athletic championships have been won by two different genders in two different sports in the same day by one College or University. Hearing this announcement the Board acknowledged this achievement with a round of applause.

In addition the President informed the Board that he approached the Essex Municipal Council requesting a \$200, 000/year over the next ten years (\$2M total) contribution to the HealthPlex initiative to which the Council stated they would take this request under consideration at their upcoming budget discussions.

Lastly, Dr. Strasser stated that he has been working with the Ministry of Transportation regarding the new highway which will overpass our entrance at Highway # 3 up to the dividing section of the road and eliminate one of the College's baseball diamonds. He stated that little input is being received from the College, and that there are many inconsistencies with the numbers. The project will go for RFP in the early spring 2010, be awarded in June and expropriate for property in September.

One member noted that while it is nice to hear these updates from the retirees and President, it would also be nice to hear from a student Board member. It was noted that Lindsay DeBoer, the student representative, was unable to attend the Board meeting. A suggestion was made that TSI will be invited to the Board meeting in February 2010.

#### 5.0 **Approval Items**

##### 5.1 Appointment of the Audit Committee

It was noted that Ms. Livneh remain on the Audit Committee and Ms. Gall and Mr. Bustin put their names forward to be members of the

Audit Committee. There was a motion to accept Lori Gall and Shawn Bustin's memberships to the Audit Committee, and therefore it was

**RESOLVED THAT** the Board of Governors approve Ms. Gall and Mr. Bustin's memberships on the Audit Committee.

## 5.2 Recruitment Process

The Ad for the Board Volunteer Recruitment was discussed at the In-Camera Meeting and it was decided that the ad would be posted in The Windsor Star/Chatham daily News, and it was therefore

**RESOLVED THAT** the Board of Governors proceed with the recruitment process and post the ad as discussed with the application deadline of November 20, 2009.

## 6.0 Policy Review

### 6.1 Policy 2003-27 – Board Staff relationship, Monitoring President's Performance

There may be a few "cosmetic" changes, for example, changing from percentages to an X-Y scoring system and it was decided that this item would be deferred to the November 24, 2009 Full Board meeting for further review and approval.

### 6.2 Policy 2003-28 – Board Student/Alumni relationship

It was noted that the Policy provides the right to revoke the use of the St. Clair College name.

It was also noted that in the last paragraph it should read "not" instead of "now".

This item will be brought forward for a second reading at the November meeting.

### 6.3 Policy 2003-5 – Governance Process – Code of Conduct

It was stated that although this policy is a difficult one, on Page 24 items "B" and "E" are the most measurable and clear.

This item will also come forward for further discussion and a second reading in November.

7.0 **Mid Year Budget Review & the College Risk Management Report**

This item was deferred to the November 24, 2009 Full Board Meeting where Administration will present the Mid-Year Budget review and Risk Management reports to the Board.

8.0 **The next meeting will take place on November 24, 2009 in Chatham**

At the conclusion of the meeting Mr. Shaw announced that tonight is Ms. Garant's last Board meeting as Secretary to the Board and thirty-three year employee at the College as she will retire on October 30, 2009. Mr. Shaw welcomed her successor, Ms. Corro-Battagello, into her new role as Board Secretary.