

ST. CLAIR COLLEGE OF APPLIED ARTS AND TECHNOLOGY

MINUTES

of the

FULL BOARD MEETING of the BOARD OF GOVERNORS

Held April 30, 2013 at 6:30 p.m., in Boardroom 342, South Campus, Windsor, Ontario

PRESENT:

Ms. K. Curtis
Mr. T. Farron, **Chair**
Ms. L. Kempe
Ms. M. Lucio
Ms. S. McCourt
Ms. M. Marcotte
Mr. V. Marcotte, **Chair-Elect**
Ms. P. Papadeas
Ms. R. Parak
Mr. C. Parrott
Mr. K. Pilon
Mr. R. Rusich
Mr. R. Seguin
Dr. J. Strasser, **President**
Mr. D. Wilson

REGRETS:

Ms. P. France, Senior Vice President, College Operations
Mr. C. Janisse
Mr. D. Moncur

Also Present:

Mr. D. Barsanti, Chief Financial Officer
Mr. E.P. Chant, Editor, SAINT, Student Newspaper
Mr. J. Fairley, Vice President, College and Community Relations
Ms. S. Girard, Secretary, Board of Governors
Dr. O. Klein, Representative, St. Clair College Retirees Association
Ms. R. Mousaly, Chair, School of Business & Information Technology
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. Farron chaired the meeting and Ms. Girard was the Recording Board 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 April 30, 2013
Full Board Agenda as distributed.

2.0 **Approval of the Full Board Minutes of the March 26, 2013 Meeting Held in Windsor, Ontario**

The President noted that Kyle Pilon and Lori Kempe were missed under "Present" on the first page and that they have now been added. It was,

RESOLVED THAT the
March 26, 2013 Full Board
Minutes be approved as amended.

3.0 **Constituent Reports**

SCC Retirees Association

Dr. Klein presented a report on behalf of the Retirees Association and noted that a copy of the Spring 2013 Retirees Newsletter is in the Board portfolios for their review. He noted the following items:

- The Retiree Association will hold their Annual General Meeting next Wednesday, May 1, 2013. At the May meeting the Board will receive a report on the key items that took place at the Annual General Meeting.
- Dr. Klein gave a public thank you on behalf of the Retirees to Mr. Fairley and the Alumni Association for the invitation to the Alumni Awards banquet. It was a wonderful evening and much appreciated by all.

A copy of the Retirees Association report is attached as Item #3.0.

4.0 **Business Arising**

4.1 President's Report

The President indicated that he had one item to share with the Board:

- 1) He noted that he was asked to be the keynote speaker at the South Asian evening on Friday, April 26, 2013 at the Caboto Club. The group requested an update on the College and the College initiatives in terms of international recruitment.

4.2 KPI Results

Dr. Strasser handed out a Summary Position of Key Performance Indicators", attached as item #4.2 to the minutes.

He noted the following items:

- The graduate and student satisfaction are above Provincial Average.
- The employer satisfaction is slightly below the Provincial Average but it is still above 90% for the twelfth year in a row.
- The student satisfaction number has improved for the ninth year in a row. It is above Provincial Average for the fourth year in a row.
- In terms of the learning process and the peer tutoring support for students, St. Clair College is the number one English as a first language college in Ontario.
- Above the Provincial Average in the four Key Capstone questions, and the "Overall Learning Quality" question.
- The three items that are involved in funding are the graduate employment rate, graduate satisfaction rate and employer satisfaction. The two non-funding ones are student satisfaction and graduation rate.

Mr. Parrott asked if the Board would have full access to the full report. Dr. Strasser responded that the full report with graphs is included in the Presidential Evaluation and this will be handed out before the Board members leave this evening.

Dr. Tumidajski took this opportunity to thank his team for running the surveys, the faculty and administration for giving us the time to complete the surveys.

4.3 2013 ACCC Conference

Dr. Strasser updated the Board with the names of the Board members that had expressed interest in participating in this year's ACCC conference in

Penticton, BC and he noted that Ms. Girard was completing the arrangements.

5.0 **New Business**

5.1 Lawrence Technological University (LTU) Business Bridging Program

The Chair called on Mr. Habash and Ms. Mousaly to present this item to the Board. Some key points included:

- This bridging program will allow direct entry into a Masters of Business Administration (MBA) Program at Lawrence Technological University (LTU). It is intended that the LTU MBA program will be delivered on-site at St. Clair College.
- This program will meet the College's Strategic Direction in increasing enrollment with the development of a new program and provide opportunity for current students to bridge to a Masters Degree at LTU.
- It was noted that there are no graduate certificates to masters level-learning in the Ontario College system. St. Clair College's proposed programs will be the first in the system.
- This is an excellent pathway and opportunity for students.

Following the discussion, it was,

RESOLVED THAT the Board
Of Governors approve the
Lawrence Technological University
Business Bridging Program
as presented.

Mr. Wilson asked when a program request comes to the Board for approval, that there be a category added entitled "Potential Impact on Other Programs", which should outline the potential impact and effect on other programs should the program be approved.

5.2 Dormant Programs

Mr. Habash explained that attached to the agenda are a list of tuition short dormant programs. He explained that there is a spreadsheet attached to the agenda that shows programs that have been dormant for a period of five years and the College has to report to the Ministry what our intentions are for these programs.

The recommendations that the College would like to go to the Ministry with are suspending the Pre-Business, American Sign Language and Deaf

Studies and Mechanical Techniques – Precision Metal Cutting due to lack of interest. All the rest of the programs, the College would prefer to have all of the remainder of the programs remain active.

One of the Board members asked what the difference was between the cancellation and suspension of a program. Mr. Habash responded that suspending a program enables the College to reinstate it at a later date if that is warranted while cancelling means we will likely never use the program.

After some discussion, it was therefore,

RESOLVED THAT the Board approve the list of programs as presented.

6.0 **Policy/By Law Review**

6.1 By Law Review

At this time, Dr. Strasser discussed the track changes to By Law 11 & 12 as attached to the agenda. Ms. Papadeas made a suggestion that 12.3 of the By Law should read “The Chair/Elect shall be the Chair of the Naming Committee”. It was also noted that 12.2 contained one more use of the word “of” than was necessary.

After some discussion, it was therefore,

RESOLVED THAT the Board approve the By Law 11 (2nd reading) and that By law 12 would be brought back to the Board with the suggested modification.

7.0 **Date of the Next Meeting**

The next Full Board meeting will be held on May 28, 2013 in Chatham.