

ST. CLAIR COLLEGE OF APPLIED ARTS AND TECHNOLOGY

MINUTES OF THE

FULL BOARD MEETING of the BOARD OF GOVERNORS

Held on February 26, 2019 at 6:30 p.m., in Board Room #342, Windsor Campus

PRESENT:

Mr. D. Allen, **Chair**
Mr. K. Beaudoin
Ms. T. Bendo
Ms. K. Behune Plunkett; By Teleconference
Dr. K. Blanchette
Ms. K. Clement
Ms. M. Corey
Ms. P. France, **President**
Ms. N. Jammu-Taylor, **Vice Chair**
Ms. R. Khosla
Mr. P. McMahon
Mr. R. Renaud
Mr. E. Sovran
Ms. M. Wickham

REGRETS:

Mr. F. Curtis
Ms. J. Piccinato
Ms. T. Wonsch

Also Present:

Ms. K. Adams, Board Secretary
Mr. E.P. Chant, Editor, SAINT, Student Newspaper
Ms. C. Collins, Support Staff Observer
Mr. J. Fairley, Vice President, College Communications & Community Relations
Ms. S. Favaro, Executive Director, President's Office, Corporate Secretary and Ministry Compliance
Mr. W. Habash, Vice President, Academic
Mr. B. Jones, Retirees' Association Observer
Mr. M. Jones, Vice President, Finance & Chief Financial Officer
Ms. H. Nicholson, President, Student Representative Council
Mr. R. Seguin, Vice President, International Relations, Training & Campus Development
Mr. J. Sirianni, Vice President, Human Resources, Safety & Facilities Management
Mr. G. Vrantsidis, Faculty Observer

Having a quorum of Governors in attendance, the Notice of 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. Allen chaired the meeting and Ms. Adams was the recording Board Secretary.

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

The Board Chair amended the agenda to include Item #9.2, Black History Month. Hearing no declarations of conflict of interest and no further changes to the agenda, it was

RESOLVED THAT the Board of Governors adopt the Full Board agenda as amended.

2.0 **Approval of the Full Board Minutes of the January 22, 2019 Meeting Held in Windsor, ON**

Hearing no amendments, errors or omissions to the minutes, it was

RESOLVED THAT the Board of Governors approve the Full Board minutes of the January 22, 2019 meeting.

3.0 **Constituent Reports**

Retirees' Association:

Mr. Jones began by congratulating President France on the recent article in the Windsor Star, outlining some of her accomplishments and career. He then reported the following on behalf of the Retirees' Association:

- The Retirees' Association is working to continuously improve:
 - Reviewing and consolidating policies.
 - Ways to increase membership.
 - Effective methods of communication.
- Planning is underway for the Retirees' Association Annual General Meeting being held at the SportsPlex in May 2019. Election of officers and annual budget approval will be on the agenda for this meeting.
- The history of the Support Staff Union will be the focus of the next folklore video.

Student Representative Council (SRC):

Ms. Nicholson reported the following on behalf of the SRC:

- On February 1, 2019, the SRC celebrated the groundbreaking for the Sports Park. Ms. Nicholson thanked the Board for their support and for those Governors that were able to attend.
- The SRC assisted with the administration of the Key Performance Indicator Surveys (KPIs) that were completed over the first two weeks of February.
- The Winter Blues event was held over the first two weeks of February. This annual event is run to help students combat the effects of stress from school work, cold weather and winter illness. Some of the activities included in the event were an on campus escape room, free “blue” pancakes, cotton candy and sno-cones, coffee and adult colouring. Mini pizzas were handed out at the Downtown campus.
- The Polar Plunge was held on Friday, February 15, 2019 with over 160 plungers, including the SRC Executive Board and many St. Clair College students.
- The SRC has asked class representatives if they would like to participate in one of three College committees; the Smoke-Free, Sustainability and Sexual Violence committees. Each of the committees will have student representation.
- The positions for SRC President, Kiara Clement and Vice President of Student Affairs, Jorge Gutierrez, have been acclaimed for 2019-2020. The Executive Board is in search of a Vice President of Downtown Student Affairs.
- The SRC Board attended the Thames Students Incorporated (TSI) Winter Gala.
- Hats on For Healthcare will be held March 4 and 5, 2019. The event includes raffle baskets with all proceeds to go to Windsor Regional Hospital.
- International Women’s Day will be celebrated at the Windsor and Downtown campuses on Friday, March 8, 2019. The focus will be on having students write why they are proud to be, or stand with women and empowerment for all students.

Support Staff

Ms. Collins reported the following on behalf of the Support Staff:

- Part-time Support Staff have reached a tentative collective agreement across the 24 Ontario Colleges, representing approximately 20,000 employees. At St. Clair College there are 565 part-time employees across all campuses.

- The Support Staff Union of the Ontario Colleges offer an annual scholarship that is available to all students. Applications are reviewed by a panel, with the applicant's name and College not being revealed until selections have been made. St. Clair College was pleased to have one of our students selected to receive the scholarship for the past two years. The recipient of this year's \$1,500 scholarship was a second year student in the Business Administration – Human Resources program. The theme of this year's scholarship was gender equity and how the union impacts gender equity. Ms. Naz Binck, a St. Clair College staff member, heads the Scholarship committee on behalf of the Support Staff Union.
- Ms. Collins thanked College administration for planning two fun employee events:
 - The Staff Engagement Committee will be hosting Staff Trivia night on Thursday, February 28th. The trivia night held in October was very successful and the February event has even more participants registered.
 - Staff Basketball games are being hosted weekly, over the lunch period. At the game scheduled on Thursday, February 7, 2019, the College also provided a barbeque lunch for all staff.

Faculty Observer

Mr. Vrantsidis reported the following on behalf of Faculty:

- March is National Engineering Month. In recognition, the Windsor-Essex Chapter of Professional Engineers Ontario (PEO) and Ontario Association of Certified Engineering Technician and Technologists (OACETT), organized the annual Innovation Station – Engineer Your Life event to promote engineering and STEM programs. This event was held on Saturday, February 23, 2019 at the Windsor campus and was coordinated with an Engineering Technologies open house, allowing guests to go into many of the student labs. Faculty member, Pawel Lukawski was instrumental in organizing the open house event.
- The Tourism-Travel program is finalizing details for a new paid International internship opportunity for students with British Hills, Japan. Students will have the option of a six, nine or twelve month internship, where they will be provided with cross departmental training throughout the resort, housing and food costs and wages.
- The Advertising and Marketing Communications program will be hosting Oren Aks as a keynote speaker, as part of the 2019 Distinguished Speaker series.
- The Developmental Services Worker program, together with community partners Chatham-Kent and Wallaceburg Community Living, St. Francis Advocates and local school boards are organizing events that offer crafts and games for people with intellectual and developmental disabilities, enabling fun and social interaction.

- The Entertainment Technology program will once again be working with IMPACT Wrestling on March 22 and March 23, 2019, for two nights of live professional wrestling. The two days will be filmed and will provide four weeks of television programming, to be broadcast in over 120 countries. It is expected that over 800 people will attend the event in the Classic gym each night.
- The Music Theatre Performance program will be hosting two Spring shows in April; Twelfth Night and Into the Woods.

The Board Chair thanked all of the constituents for their informative reports.

At this time, The Board Chair presented Board members with certificates of Good Governance and Advanced Good Governance that were issued by the College Centre of Board Excellence; Mr. E. Sovran, Mr. R. Renaud, Ms. R. Khosla and Dr. K. Blanchette.

4.0 **President's Report**

The Chair called on the President to provide her report to the Board.

Ms. France stated that a copy of the President's Report could be found in the Board portfolios and she reviewed the following highlights:

- On Friday, February 1, 2019 the Student Representative Council (SRC), Student Athletic Association (SAA) and College administration announced the construction of the Windsor Sports Park. The announcement was followed by an official groundbreaking ceremony.
- The Honourable Ahmed Hussen, Minister of Immigration, Refugees and Citizenship Canada, visited the College on Thursday, February 14, 2019. Minister Hussen and his Ministry have provided the College and our International students with assistance on numerous occasions, including with Post Graduate Work Permits. President France along with student representatives from the Ace Acumen Campus thanked Minister Hussen and the students presented him with a plaque expressing their gratitude.
- St. Clair College's culinary and hospitality students are hosting international themed dinners in Eatery 101. The March and April events will focus on France and Spain. Details of the events have been sent to the Board of Governors.
- The 5th Annual Polar Plunge was hosted at Chatham campus on Saturday, February 19, 2019 and Windsor campus on Friday, February 15, 2019. The events raised \$81,000, with all proceeds going to Special Olympics.
- The St. Clair College Men's Basketball team has advanced to the playoff round with a 10-10 record in the West Division of the OCAA.
- Technical details for the new tuition framework that was released by the provincial government in January, have not yet been received. The Board will be kept informed as more details become available.

- The President expressed condolences to the Uniac family on the recent passing of Frank Uniac. Mr. Uniac was from the Chatham-Kent community and was a good friend and strong supporter of St. Clair College. He supported the Mary Uniac Health Sciences Education Centre as well as having the Frank and Mary Uniac scholarship endowment established to support St. Clair College students. As a token of appreciation, the College will make a donation to the Uniac scholarship in his memory.
- The President also noted that the media stories have been sent to the Board members electronically, are posted on the portal and are attached to the minutes.

The President's report is attached to the minutes as [Item #4.0](#).

5.0 Consent Agenda

The Chair noted the following items that have been provided on the Consent Agenda:

- 5.1 Demonstrate Academic Excellence – All new and existing academic programs contain appropriate levels and types of Work Integrated Learning (WIL).
- 5.2 Demonstrate Academic Excellence – Establish criteria to ensure Program Health and Sustainability.
- 5.3 Enhance Student Life – Sports Park commenced in 2018/2019 and operational impact understood.
- 5.4 Increase Community Engagement – Encourage, foster and document annual contributions in our community by staff and students.
- 5.5 Campus Enhancement – Proceed with a procurement to identify any third party organizations that are interested in the construction and operation of a parking garage.
- 5.6 Native Community Worker – Traditional Aboriginal Healing Methods – An update regarding program amendments.
- 5.7 Power Engineering Technology – An update regarding program amendments.
- 5.8 Bachelor of Applied Arts in Social Justice and Legal Studies – Amendment to the program tuition.
- 5.9 St. Clair College Foundation Investment Management

RESOLVED THAT the Board of Governors receive and approve the contents of the Consent Agenda, as presented.

6.0 Information Items

6.1 Program Advisory Committees

The Board Chair called upon Mr. W. Habash for an overview of the Program Advisory Committee activities for 2017-2018 and he provided the following highlights:

- Program Advisory Committees (PACs) are mandated under the Ministry's Binding Policy Directive, "Framework for Programs of Instruction".
- Each program offered at the College must have a PAC comprised of individuals from the community who have vocational or academic experience and knowledge that enables them to best advise the College on matters relevant to the programs and services.
- Of the 125 programs St. Clair College offers, all programs held PAC meetings, with the exception of three. The exceptions were due to limited time as a result of the work stoppage, however all have since scheduled meetings.
- There are currently 78 PACs to support all of St. Clair College's programs. 43 programs have stand-alone Program Advisory Committees, while the remainder have combined PACs due to similarity of vocations.
- The Executive Summary of the 2017-2018 PAC Report as well as the Meeting Schedule were included in the agenda package.
- The PAC summaries and membership information is included on the Board portal.

6.2 2019 CIGan Conference.

- The Board Chair stated that the 2019 CIGan Conference will be hosted in Niagara Falls, May 5 – 7, 2019.
- Information about the conference sessions and scheduling was distributed to the Board members through email. Those who are interested in attending the conference must submit their request to the Board secretary by Wednesday, February 27, 2019.

7.0 Monitoring Reports

7.1 Financial Quarterly Update

The Board Chair called upon Mr. M. Jones for this item. Mr. Jones provided a PowerPoint presentation and highlighted the following:

This report includes data on the financial results for the nine months ended December 31, 2019, as well as the capital update as of January 2019.

Income Statement:

- The net surplus at December 31, 2018 is \$38.7 million, an increase of \$14 million over the 2017 comparative period. This increase is primarily due to:
 - Increased International Tuition.
 - Investment Income.
 - International Student Recovery.

Revenue:

Year to Date:

- MTCU Operating Grants are trending below the interim budget projections and the 2017 comparative period at 66.2% and has decreased over the 2017 comparative period by \$2.8 million dollars, primarily due to the increase in the International Student Recovery as a result of increased International student enrolment.
- Contract Income is trending below the interim budget projection at 68.7% and has increased over the 2017 comparative period by \$664,266 due to:
 - Increased funding agreements for Employment Ontario, Youth Job Connection and LBS programs.
- Total Tuition revenue is trending above the interim budget projection at 103% and is \$43.5 million over the 2017 comparative period, primarily due to:
 - A significant increase in International Tuition revenue due to higher student enrolment across all semesters.
- Total Other income is trending above the interim budget projection at 86.4% and has increased over the 2017 comparative period by \$1.9 million, primarily due to:
 - Increased Investment Income.
 - Increased International Project revenue
 - Increased Amortization of Deferred Contributed Capital.

Actual-to-Budget:

- Ministry Grants are trending under budget, which is primarily timing related as the holdback of the Collaborative Nursing grant will be realized in March.
- Contract Income is trending under budget at 69%, some of which is also primarily timing related; Second Career grant, while some can be attributed to lower banquet expenditures and funding agreements. These do not have any impact on the surplus.
- Tuition is trending above budget at 103%, which can be attributed to attrition, dismissal and withdrawal rates being below what was budgeted for.
- Other Revenue is trending above budget at 86% due to interest income, international applications and unplanned Research and Development grants.

Expenditures:

Year-to-Date:

- Total Salaries have increased over the 2017 comparative period by \$11.6 million and have increased over all salary categories, primarily due to:
 - Compensation adjustments due to collective bargaining agreements, Bill 148 and the College re-organization.
 - Additional Faculty and Support Staff to accommodate the increased International student enrolment.
- Total Non-Salary expenditures have increased by \$17.9 million, which can be attributed to the following:
 - Increase in Contracted Services Other, due to paid/accrued International agent commissions from the growth in International student enrolment.
 - Increased Insurance expenses due to health insurance provided to International students.
 - Increased amortization expense reflecting the full year impact of amortization of the prior year's capital acquisitions.

Actual-to-Budget:

- Total Salaries and Benefits are below target at 69.2% of the interim budget projection, primarily due to part-time salaries being lower than anticipated.
- Total Non-Salary expenditures are trending slightly lower than the interim budget projections at 72.4% due to savings from agent commissions, lower discretionary spending and unrealized cost pressures.

Ancillary Operations:

- The total Ancillary Operations surplus is trending higher than the interim budget projections at 174.3% and has increased by \$151,659 over the comparative period, primarily due to:
 - An increase in Residence operating revenues.
 - An increase in Varsity Sports surplus from the timing of receipt of sponsorship revenue from the Student Athletic Association.

Capital:

- The total capital budget with grant funding was \$17 million. The College has spent \$10.2 million year to date.
- In respect to the \$4 million variance for the Greenhouse Gas grant, the project is on target and these funds will be utilized.
- The Operating Funds capital variance of \$2.2 million dollars will be utilized by projects that are currently in progress, however as previously reported in January, there will be some savings in this area from the parking. This will be brought forward to the 2019-2020 budget.

In response to a question from a Board member regarding the revenue variance for Ace Acumen, it was explained that the variation was due to the Private Public Partnership (PPP) wind down that was previously put in place by the Ministry.

After a brief discussion it was,

RESOLVED THAT the Board of Governors receive the Financial Monitoring Report as of December 31, 2018, for information.

Mr. Jones' PowerPoint presentation is attached as [Item #7.1](#).

8.0 Approval Items

8.1 Strategic Directions

The Board Chair called on the President to report on this item. President France highlighted the following:

- The proposed Strategic Directions for 2019-2020 were included in the Board agenda package.
- The President provided a presentation at the Board Planning Session in November 2018, outlining the strategic considerations and operational focuses of the College.

- Based on feedback received at the Board Retreat and from Administration, the Strategic Directions for April 1, 2019 – March 31, 2020 were revised.

After a brief discussion it was,

RESOLVED THAT the Board of Governors approve the Strategic Directions, April 1, 2019 – March 31, 2020.

9.0 **Policy/By Law Review**

9.1 **Policies 2003 – 3 and 2003 – 4, 1st Reading**

After a brief discussion, it was,

RESOLVED THAT the Board of Governors approve the 1st reading of Policies 2003 – 3 and 2003 - 4, as presented.

9.2 **Black History Month**

The Board Chair commented that the flag representing Black History Month is being flown at St. Clair College, Windsor Campus.

He then shared a brief video with the Board with information regarding a timeline of events and “firsts” in Black History to the present day.

10.0 **Date of the Next Meeting**

- 10.1 The next meeting is scheduled for Tuesday, March 26, 2019 in the President’s Board Room.

The Full Board meeting adjourned at 7:12 p.m.

MISSION STATEMENT

Transforming lives and strengthening communities through high quality and accessible educational experiences that support career-readiness, innovation, and life-long learning.

ST. CLAIR COLLEGE OF APPLIED ARTS AND TECHNOLOGY

471st FULL BOARD MEETING

of the

BOARD OF GOVERNORS

NOTICE OF MEETING

DATE: Tuesday, February 26, 2019

TIME: 6:30 p.m. – Meeting

PLACE: President’s Board Room #342, Windsor Campus

**** NOTE:** Dinner for Constituent Representatives and SOG will be served at 5:45 p.m. in the Staff Lounge, prior to the meeting.

AGENDA

- 1.0 ADOPTION OF THE AGENDA AND DECLARATION OF CONFLICT OF INTEREST.
- 2.0** APPROVAL OF THE MINUTES OF THE FULL BOARD MEETING HELD ON TUESDAY, JANUARY 22, 2019 IN WINDSOR, ON.
- 3.0 CONSTITUENT REPORTS
- 4.0 PRESIDENT’S REPORT
(Policy – Executive Limitations Communication & Counsel #2003-21)

Information Item – The President will present her report to the Board apprising the Board of any new developments since the last meeting.

5.0 CONSENT AGENDA

5.1 Demonstrate Academic Excellence

Information Item – Administration has provided a report on Strategic Direction #1 – Academic – All new and existing academic programs contain appropriate levels and types of Work Integrated Learning (WIL), attached as [Item #5.1](#).

5.2 Demonstrate Academic Excellence

Information Item – Administration has provided a report on Strategic Direction #1 – Academic – Establish criteria to ensure Program Health and Sustainability, attached as [Item #5.2](#).

5.3 Enhance Student Life

Information Item – Administration has provided a report on Strategic Direction #2 – Students (Success, Grad Rate, Entrepreneurial, International) – Sports Park commenced in 2018/2019 and operational impact understood, attached as [Item #5.3](#).

5.4 Increase Community Engagement

Information Item – Administration has provided a report on Strategic Direction #3 – Encourage, foster and document annual contributions in our community by staff and students, attached as [Item #5.4](#).

5.5 Campus Enhancement

Information Item – Administration has provided a report on Strategic Direction #4 – Facilities (Efficiency and Effective) – Proceed with a procurement to identify any third party organizations that are interested in the construction and operation of a parking garage, attached as [Item #5.5](#).

5.6 Native Community Worker – Traditional Aboriginal Healing Methods

Information Item – Administration has provided an update on changes to this program, attached as [Item #5.6](#).

5.7 Power Engineering Technology

Information Item – Administration has provided an update on changes to this program, attached as [Item #5.7](#).

5.8 Bachelor of Applied Arts in Social Justice and Legal Studies

Information Item – Administration will provide a proposal to amend the cost of tuition for the Bachelor of Applied Arts in Social Justice and Legal Studies program, attached as [Item #5.8](#).

5.9 St. Clair College Foundation Investment Management

Information Item – Administration will provide an update regarding the management of the Foundations' investments, attached as [Item #5.9](#).

6.0 INFORMATION ITEMS

6.1 Program Advisory Committees

Information Item – Administration will provide an update regarding the Program Advisory Committee (PAC) activities for the 2017 – 2018 academic year, attached as [Item #6.1](#).

6.2 2019 CIGan Conference

Information Item – The Board Chair will provide information about the CIGan Conference being held May 5 – 7, 2019.

7.0 MONITORING REPORTS

7.1 Financial Quarterly Update

Information Item – Administration has provided a report regarding the Financial Quarterly Update as at December 31, 2018, attached as [Item #7.1](#).

8.0 APPROVAL ITEMS

8.1 Strategic Directions – April 1, 2019 to March 31, 2020

Approval Item – Administration will provide the Board with the Strategic Directions – April 1, 2019 to March 31, 2020, attached as [Item #8.1](#).

9.0 POLICY/BY LAW REVIEW

9.1 Policies 2003-3 and 2003-4, 1st Reading

Approval Item – The Board will review Policies 2003-3 and 2003-4 for approval, attached as [Item #9.1](#).

10.0 DATE OF THE NEXT MEETING

- 10.1 The next meeting is scheduled for Tuesday, March 26, 2019 in the President's Board Room #342.



TO: BOARD OF GOVERNORS

FROM: PATRICIA FRANCE, PRESIDENT

DATE: FEBRUARY 26, 2019

RE: WORK INTEGRATED LEARNING

SECTOR: WASEEM HABASH, VICE PRESIDENT, ACADEMIC

AIM:

To provide an update to the Board of Governors on Strategic Direction – #1 - Demonstrate Academic Excellence as it pertains to Work Integrated Learning. The specific details include the following:

Goal	Objective	Measure	Deadline
Demonstrate Academic Excellence.	Integration of Work Integrated Learning into new and existing academic programs.	Development of a plan for the inclusion and appropriate levels of WIL in all academic programs for implementation in 2018-2019.	February 2019

BACKGROUND:

As noted to the Board of Governors on February 27, 2018, out of the 117 post-secondary programs offered at St. Clair College, 18 programs did not include a Work Integrated Learning (WIL) component. Fifteen of the 18 programs were under the Schools of Engineering Technologies and Skilled Trades. The three remaining programs are in the Schools of Community Studies and Academic Studies in Chatham.

As part of the Ministry's policy framework, colleges are required to have a WIL component for all programs offered.

St. Clair's commitment to WIL is evident in the strategic mandate agreement (SMA) and in our Strategic Directions.

Implementation of WIL

1. Program Tracking/Data Collection

As previously noted in the February 2018 update, a data tracking software was acquired by the College to formally document WIL elements and activities. This past year's efforts have been ongoing to ensure that a WIL experience for all academic programming has been formally documented for reference and information.

2. Implementation in Schools of Community Studies and Academic Studies

After a comprehensive evaluation of the Protection, Security and Investigation (PSI), Police Foundations (PF), and Border Services (BS) programs, the review team, composed of both faculty and administration, determined that the following methodologies utilizing simulations and mock projects would provide students with meaningful WIL opportunities:

- Mock courtrooms.
- On-foot scenarios.
- Search of trucks and vehicles.
- Scenarios with security.
- Tour of Canada Border Services Agency (CBSA) barrack in Rigaud, Québec.
- Tour of Ontario Police College in Aylmer, Ontario and hands-on scenarios.

The review team is also currently investigating a virtual reality software and exploring the potential of a crime scene lab for future implementation.

3. Implementation in Schools of Engineering Technologies and Skilled Trades

The implementation of WIL in Engineering Technologies and Skilled Trades encompasses a broader range of methodologies for implementation that may not be evident in other programs at St. Clair College. This is important for the following reasons:

- To manage the cyclical nature of the vocations in the Windsor-Essex region, particularly those related to manufacturing.
- Industry for numerous reasons, including health and safety, cannot take students for placements until they are registered apprentices. Techniques certificate programs at St. Clair College are intended to provide graduates with the ability to be hired as apprentices upon graduation.

a. Implementation in School of Engineering Technologies

In the 2018-2019 academic year, our first phase in implementing WIL across the School was to ensure industry-engaged experiences would be made available to some students in each of the academic programs. This investigation included discussions with faculty, the Center for Academic Excellence (CAE), Program Advisory Committee (PAC) and Industry Action Committee (IAC) members and other interested contacts and key stakeholders from local industry. Using these inputs, a plan was built to ensure all programs had WIL opportunities for students to work directly with industry. In addition other traditional methodologies are being sought to ensure hands on exposure to WIL through industry projects, work based projects, placements, etc.

A summary is provided in Appendix A that highlights how WIL and industry-based experiential learning opportunities have been fulfilled. Please note that some programs in the Schools of Engineering Technologies previously had WIL opportunities, the attached report encompasses all programs.

b. Implementation in School of Skilled Trades

As previously mentioned compulsory trades (programs that fall under the College of Trades) must be registered as apprentices in order to be allowed to work with a journeyperson in a Work Integrated Learning capacity. In essence, this is the current model of the apprenticeship programs.

The following post-secondary programs are impacted and would have restrictions on students working/placed in the field:

- Motive Power Technician
- Electrical Techniques
- Plumbing Techniques
- Heating, Refrigeration, and Air Conditioning Technician
- Carpentry Techniques
- Welding Techniques
- Woodworking Technician

The above-noted programs are intended to prepare students to find employment as an apprentice, where the WIL experience begins. However, the College has developed opportunities for all of these programs to gain work-related experience outside of the traditional classroom experience.

All of the above-noted programs will seek projects that are community-based (where feasible), for example, building sheds for Habitat for Humanity or gazebos on campus. Similarly, the fire chiefs in Windsor-Essex have also

agreed to take on students in the Pre-Service Firefighter Education and Training program on job shadowing placements.

With the exception of Motive Power Technician, all of the above programs are two semesters in duration. WIL activities must be embedded in program outcomes so they are effective and delivered within the duration of the program length.

In addition, after discussion with employers, many have agreed to provide the job shadowing opportunities under an experienced journey person during the academic year to allow students to have exposure and a better understanding of the vocation.

A summary is provided in Appendix B that highlights how WIL and industry-based experiential learning opportunities have been fulfilled. Please note that some programs in the Schools of Skilled Trades previously had WIL opportunities, the attached report encompasses all programs.

RECOMMENDATION:

IT IS RECOMMENDED THAT the Board of Governors receive this update on Strategic Direction #1, as it pertains to Work Integrated Learning.

Appendix A

School of Engineering Technologies – Industry-based Experiential Learning Opportunities

	2018-19	Future Considerations
Electromechanical Engineering Technician - Robotics	<ul style="list-style-type: none"> • Student engaged in R&D projects. • 12-week work term. • Industry-related projects in final year (3). 	<ul style="list-style-type: none"> • Continued growth in R&D projects. • Optional co-operative education. • Continue with Industry-based capstone projects.
Electronics Engineering Technology – Industrial Automation (EET)	<ul style="list-style-type: none"> • Student engaged in R&D projects. • 12-week work term. • Industry-related projects in final year (3). 	<ul style="list-style-type: none"> • Continued growth in R&D projects. • Optional co-operative education. • Continue with Industry-based capstone projects.
Mechanical Engineering Technician – Industrial (MET-I)	<ul style="list-style-type: none"> • Industry-based capstone projects. 	<ul style="list-style-type: none"> • Continue with Industry-based capstone projects.
Mechanical Technician – CAD/CAM	<ul style="list-style-type: none"> • Student engaged in R&D projects. • Industry-based capstone projects. 	<ul style="list-style-type: none"> • Continued growth in R&D projects. • Continue with Industry-based capstone projects. • Incorporate WIL CNC part production in program model (i.e. variant of STRTC model).
Mechanical Engineering Technology – Automotive Product Design (APD)	<ul style="list-style-type: none"> • Optional co-operative education program launched. • Student engaged in R&D projects. 	<ul style="list-style-type: none"> • Program restructured for year-round availability of optional co-operative education students for industry. • Continued growth in R&D projects.
Power Engineering Technology – Mechanical	<ul style="list-style-type: none"> • Continued placement of students on TSSA sanctioned work terms. 	<ul style="list-style-type: none"> • Continued placement of students on TSSA sanctioned work terms. • Optional co-operative education for students on paid placements.

	<ul style="list-style-type: none"> Optional co-operative education for students on paid placements. 	
Chemical Laboratory Technology	<ul style="list-style-type: none"> ALL students collaborate with industry in Technical Report (TR) course. Semester work terms will continue with Bruce Power and offered to more employers. Established an MOU with Bruce Power to incorporate nuclear training. Students engaged in R&D Projects. 	<ul style="list-style-type: none"> Continued growth in R&D projects. Capstone course outline updated to reflect WIL requirement for ALL students. Enhance placements with Bruce Power and other industries.
Biomedical Engineering Technology – Equipment and Devices	<ul style="list-style-type: none"> Continued R&D involvement. 4-week unpaid clinical work terms to be further expanded. 12-week work term. 	<ul style="list-style-type: none"> Continued growth in R&D projects. Program chart updated to require students to complete either a 4-week clinical work term or optional co-operative education work term.
Architectural Technology (ARC)	<ul style="list-style-type: none"> 12-week (semester) work term. Industry-based projects. 	<ul style="list-style-type: none"> Optional co-operative education.
Civil Engineering Technology / Construction Engineering Technician	<ul style="list-style-type: none"> 12-week (semester) work term. Industry-based projects. 	<ul style="list-style-type: none"> Optional co-operative education.
Interior Design (ID)	<ul style="list-style-type: none"> Project course will continue to include industry-based project. 	<ul style="list-style-type: none"> Project course updated to reflect WIL project requirement for ALL students, every year.

Appendix B

School of Skilled Trades – Industry-based Experiential Learning Opportunities

	2018-19	Future Considerations
Hairstyling – 1 year FastTrack	<ul style="list-style-type: none"> • In-house Clinics. • Some placement at the completion of program. 	<ul style="list-style-type: none"> • Continue with in-house clinics and placements.
Horticulture Technician – Landscape – 2 year	<ul style="list-style-type: none"> • Summer Work placements. • Summer Work Term. • SCC Summer Nursery. • Industry-based project. • Students volunteer 160 hours in the community. 	<ul style="list-style-type: none"> • Continue with in-house clinics and placements. • Work on College grounds as part of curriculum.
Esthetician – 1 year FastTrack	<ul style="list-style-type: none"> • In-house Clinics. 	<ul style="list-style-type: none"> • Continue with in-house clinics and placements.
Electrical Techniques – 1 year	<ul style="list-style-type: none"> • Job Shadowing. • Industry projects. 	
Plumbing Techniques	<ul style="list-style-type: none"> • Job Shadowing. 	
Carpentry Techniques	<ul style="list-style-type: none"> • Industry-based projects. • Construction of sheds/gazebos. 	
Woodworking Technician	<ul style="list-style-type: none"> • Industry-based projects. • Construction of sheds/gazebos. 	
Heating, Refrigeration and Air Conditioning Technician	<ul style="list-style-type: none"> • Industry projects. 	
Welding Techniques	<ul style="list-style-type: none"> • Industry projects. 	



TO: BOARD OF GOVERNORS
FROM: PATRICIA FRANCE, PRESIDENT
DATE: FEBRUARY 26, 2019
RE: PROGRAM RATIONALIZATION
SECTOR: WASEEM HABASH, VICE PRESIDENT, ACADEMIC

AIM:

To provide the Board with an update on the Strategic Directions (2018 – 2019). This update pertains to Strategic Direction – #1 – Academic – Program Rationalization. Specific details include the following:

Goal	Objective	Measure	Deadline
Demonstrate Academic Excellence.	Program Rationalization.	Establish criteria to ensure Program Health and Sustainability.	February 2019

BACKGROUND:

St. Clair College has had a robust process for selecting, developing, and launching new programs. The process has been in existence for well over a decade, and has proven to be successful.

There are over 125 programs offered at St. Clair College. There has been a shift in demographics and provincially, the system has seen a reduction in domestic student enrolment, impacting our Weighted Funding Units (WFU). In addition, the Ministry has made modifications to policy framework that has impacted College funding and revenue. These changes have necessitated a thorough review of existing programs that are facing declining student interest and reduced provincial funding. To help

determine the feasibility of maintaining existing programs, the College has developed a policy and procedure for program sustainability.

Program Sustainability

The intent of program sustainability is to identify programs that are not meeting the College contribution margin of 40%; however, even though financial viability is crucial, there are other factors that must be analyzed when a program is identified for a sustainability review (growth, quality, community need, etc.). Those factors include the current job market, community interest and need, key performance indicators (KPIs), retention rates, human resource impact, strategic mandate agreement (SMA) metrics, and dependency of other programs within the institution.

Phase I

In order to encompass all of the above factors, a set of criteria was established and utilized to develop a formula that provides an aggregate score for each program (Appendix A).

Each of the programs at St. Clair College are provided a Program Sustainability Metric Summary (PSMS) score and then ranked according to their PSMS score.

Based on the PSMS score, the contribution margin and the WFU, six programs were selected in 2018 – 2019 for a sustainability review. These programs include:

- H915 – Dental Assisting
- H800 – Dental Hygiene
- B877 – Fashion Design
- T146 – Interior Design
- T866 – Landscape Horticulture
- H812 – Pharmacy Technician

Phase II

Once a program is selected for a sustainability review, all raw data is compiled in a matrix and presented to program faculty (Appendix B). Each of the variables present will help the faculty and administration team identify key areas of focus.

The program faculty team must then work with the chair of their school to create an action plan to improve the PSMS score and contribution margin. The team is also tasked with the completion of the Program Sustainability Narrative Analysis (Appendix C).

Summary

It is extremely important to note that decisions for future program suspensions and cancellations will be based on the analysis conducted in the sustainability review. If a program has a low PSMS score and poor contribution margin, the program may be brought forward for consideration to suspend.

The sustainability review will allow the faculty and the chair of the program to implement corrective actions so that it meets St. Clair College standards. In the event a program cannot meet the standards, the sustainability review may provide critical information that can justify the continuation of a program.

RECOMMENDATION:

IT IS RECOMMENDED THAT the Board of Governors receive this update on Strategic Direction #1 – Academic, as it pertains to program rationalization.

Appendix A

Program Sustainability Metric Summary (PSMS) Definitions and Ranking Outline

Variable	Name	Definition	Source
K	KPI Overall	Average of KPI overall satisfaction rate of program from three academic years preceding year of review.	CAE
R	Retention Rate	Average of AAL 1 to AAL2 retention rate of program from three academic years preceding year of review.	CAE
C	Conversion Rate	Average of enrollment to offer rate of program from three academic years preceding year of review.	CAE
G	KPI Graduation	Average of KPI graduate rate of program from three academic years preceding year of review.	CAE
P	Provincial Labour Rate	Average of MTCU Employment Profile employment rate of the MTCU code to which the program belongs from three academic years preceding year of review.	CAE
L	Local Labour Rate	Average of KPI program related employment rate from three academic years preceding year of review.	CAE
PS	Process Score	$PS = \frac{1}{3}(K + \sqrt{RG} + \sqrt{LE})$	Calculated
T	Tuition	Total tuition to program during the academic year of review.	AI
F	Funding	Total grant funding to program during the academic year of review.	AI
TC	Teaching Costs	Total teaching costs of program during the academic year of review.	AI
I	Instructional Costs	Total instructional costs of program during the fiscal year preceding year of review.	SOA
A	Teaching Cost Adjustment	Adjustment in teaching costs of program due to situational factors during the fiscal year preceding year of review.	SOA
R	Other Program Revenue	Total additional revenue to program during the fiscal year preceding year of review.	SOA
NC	Net Contribution	$NC = 1 - \frac{(TC + I + A)}{(T + F + R)}$	Calculated
S	Overall Score	$S = 100 * (\ln C + PS + NC - 0.4)$	Calculated

Outline for Ranking Procedure

- 1) Each chair will receive a PSMS for the school pre-populated with data needed for the calculation of the process score and the portion of net contribution coming from AI.
- 2) Each chair will complete the net contribution portion coming from SOA.
- 3) Each school's PSMS will be forwarded to AVPA to: a) verify teaching cost adjustment, and b) collate all school PSMS into an academic sector PSMS.
- 4) AVPA will forward the selected programs to CAE for full analysis.

Appendix B

Program Sustainability Metric Summary																		
Program/Code	Overall Score	QA Completion		Processes							AI Financial Data				Chair Financial Data Adjustment			Comments
		Annual	Cyclical	KPI Overall	Retention Rate	Conversion Rate	KPI Graduation	Provincial Labour	Local Labour	Process Score	Net Contribution	Tuition	Grant	Teaching Costs	Non-salary expense	Teaching Cost Adjustment	Other Program Revenue	

Appendix C

Program Sustainability Narrative Analysis

Program:	Chair:	Date:
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Current Status of Review Processes

<u>Process</u>	<u>Completion Date</u>	<u>Outstanding Action Items</u>
PAC Meetings		
Annual Review		
Cyclical Review		

Contextualization of Physical and Human Resources

<u>Resource</u>	<u>Current Utilization</u>	<u>Context</u>
Full-time Faculty		
Full-time Support Staff		
Full-time Administration		
Effective Section Size		
Dedicated Space		
Footprint in non-dedicated space		
Ongoing Equipment / Resource / Supplies Costs		

Extracurricular Footprint

<u>Outreach Measure / Event</u>	<u>Explanation</u>
Program-led community projects or engagement	
Program Marketability	
Official Student Club Involvement	
Student Participation in Competitions	



ST. CLAIR

C O L L E G E

TO: THE BOARD OF GOVERNORS

FROM: PATRICIA FRANCE, PRESIDENT

DATE: FEBRUARY 26, 2019

**RE: ENHANCE STUDENT LIFE
SPORTS PARK COMMENCED IN 2018-2019**

**SECTOR: FINANCE – MARC JONES, VICE PRESIDENT & CHIEF FINANCIAL
OFFICER**

**INTERNATIONAL RELATIONS, CAMPUS DEVELOPMENT & STUDENT
SERVICES – RON SEGUIN, VICE PRESIDENT**

**HUMAN RESOURCES, SAFETY & FACILITIES MANAGEMENT – JOE
SIRANNI, VICE PRESIDENT**

AIM:

To provide the Board with an update on the Strategic Directions (2018-2019). This update pertains to Strategic Direction #2 – Students (Success, Grad Rate, Entrepreneurial, International), regarding the commencement of construction of the Sports Park at Windsor Campus.

BACKGROUND:

The College lost significant athletic field space because of land expropriated for the Herb Gray Parkway. As a result, the College committed to replacing the athletic field space by collaborating with the Student Representative Council (SRC) and Student Athletic Association (SAA) in the construction of the Sports Park. The project would be completed in a phased-in approach, as funding from the student fee protocol and external donations permitted.

To initiate this commitment, a Request for Tender (RFT) was issued, and Fortis Group was awarded the construction contract.

An overview of the project is as follows:

- Total project cost is \$21,285,000 (build + architect).
- Project cost includes \$1,500,000 for a softball diamond.

- The project cost does not include steel or the related corresponding donation.
- Student levy (recreation/fitness centre capital fee) was issued as of 2008 for \$150 per student per year, and continues to 2033.
- SRC is the project lead absorbing all financial costs and liability.
- All Sports Park donations will go to the SRC towards the costs of the Park (\$6,000,000 received to date).
- Daily operations of the Park will be in collaboration with SRC/SAA and the College.
- SAA will guarantee all operational costs through their operational levy (\$200,000 annually).
- College contribution is land, land preparation and the replacement of the existing parking lot.

At this time, park amenities will include:

- An additional pond at the entrance of the College as well as multiple areas for students to congregate study and relax.
- Beacon entrance.
- Outdoor sand volleyball complex that is fully lit with snack bar/restaurant.
- Zekelman indoor tennis courts - four indoor courts, pro shop, and dressing rooms.
- Soccer stadium with artificial turf - fully lit with seating capacity for 1,500.
- Press box.
- Jumbo video score board.
- Ladies softball diamond with artificial turf - fully lit with portable bleachers for 400 (\$1,500,000).

A groundbreaking ceremony was held on February 1, 2019 at South Campus.

RECOMMENDATION:

IT IS RECOMMENDED THAT the Board of Governors receive this update on Strategic Direction #2 – Students (Success, Grad Rate, Entrepreneurial, International), regarding the commencement of construction of the Sports Park at Windsor Campus.



TO: THE BOARD OF GOVERNORS

FROM: PATTI FRANCE, PRESIDENT

DATE: FEBRUARY 26, 2019

**RE: STRATEGIC DIRECTIONS 2018-2019
COMMUNITIES (LEADERSHIP, COMMUNICATION & PARTNERSHIP)
– INCREASE COMMUNITY ENGAGEMENT**

**SECTOR: JOHN FAIRLEY, VICE PRESIDENT
COLLEGE COMMUNICATIONS AND COMMUNITY RELATIONS**

AIM:

To provide the Board of Governors with an update on Strategic Direction # 3 - Increase Community Engagement. Specific details include the following:

Goal	Objective	Measure	Deadline
Increase Community Engagement	Strengthen the connection between the College and the community to reinforce College brand and image through volunteerism by students and staff.	Encourage, foster and document annual contributions in our community by staff and students.	February - Annually

BACKGROUND:

As an outcome of the Strategic Directions 2018-2019, Administration provides an annual report to the Board that contains information provided from College staff and students, on a voluntary basis, of their involvement in our communities of Windsor- Essex and Chatham-Kent. Specifically, participation on Boards, Committees, Task Forces and volunteer work throughout our region and province.

As well as fostering community engagement, this data can be used to forge partnership opportunities for St. Clair College.

RECOMMENDATION:

IT IS RECOMMENDED THAT the Board of Governors receive this update on Strategic Direction # 3 pertaining to Increased Community Engagement.

TITLE	BOARD & COMMITTEE REPRESENTATION
Committee Member	100 Women Who Care Windsor Essex
Charter Member	100 Women Who Care Windsor Essex
Member	100 Women Who Care Windsor Essex
Committee Member	Accreditation Task Force: COP Sub-Committee
Board Member	Advisory Board for the Journal of Teaching and Learning
Committee Member	All Saints Anglican Church
Board Member	Alpha Kappa Alpha Sorority, Psi Delta Omega Chapter
Audit Committee Member	Alzheimer Society of Ontario
Committee Member	Amherstburg Freedom Museum
Committee Member	ARS - Accessibility Resource Sharing
Board Member	Art Gallery of Windsor
Board of Directors	Assisted Living Southwest Ontario
Board Member	Automate Canada
Board Member	Big Brothers Big Sisters - Windsor Essex Foundation
Consultant	BluesFest Windsor
Secretary, Board Member	Boston Terrier Rescue of Canada
Chair	Build A Dream Windsor
Awards Chair	Business Excellence Awards: Leamington and District Chamber of Commerce
Committee Member	Buxton National Historical Site and Museum
Board of Directors	CAMM - Canadian Association of Mold Makers
Member	Canadian Council for Accreditation of Pharmacy Programs (CCAPP)
Member	Canadian Council on Animal Care Ethics Subcommittee - National
Board of Directors	Canadian Italian Business and Professional Association
President	Canadian Pharmacy Technician Educators Association
Secretary	Canadian Welding Association for Southwestern Ontario Association
College Representative	Curriculum Development Affinity Group (CDAG)
Committee Member	CDAG Research Subcommittee
College Representative	College Degree Operating Group (CDOG)
School Council Member	Centennial Central Public School
Committee Member	Centre for Digital Scholarship, Leddy Library
College Representative	Chair of the CDAG Award Subcommittee
Member	Chasing Hazel Advisory
Committee Member	Chatham-Kent Health Rural Advisory Committee
Member	Chatham-Kent Community Leaders Cabinet
Committee Member	Chatham-Kent Education Sector Committee
Committee Member	Chatham-Kent Employment Ontario Employment Services Local Service Provider Network
Board Member	Chatham-Kent Integrated Children's Service Foundation
Board Member	Chatham-Kent Public Library
Board Member	Chatham-Kent Workforce Planning Board
Member	Child & Youth Planning Committee
Board Member	Children First
Vice President	Chinese Association of Greater Windsor
Committee Member	City of Windsor Housing Advisory Committee
Lead Mentor	CK Cyber Pack, FIRST Robotics Team
Board Member	Chatham Kent Workforce Planning Board (CKWPB)
College Representative	Chatham Kent Leaders Cabinet (CKLC)

Committee Member	Collective Impact Steering Committee
College Representative	College Sector Employment Services (CSES)
College Representative	College Sector Employment Services (CSES) Western Region
Chair	College Support Staff Scholarship Committee
College Representative	Colleges Ontario - Government Relations
Member	Committee of Presidents (COP)
Committee Member	Community Advisory Development Committee
Community Member	Community Benefits Coalition for Sandwich
Board Member	Community Living Chatham-Kent
Chair	Connecting Windsor Essex
Member	Connections Early Years Family Centre
Member	Colleges of Ontario Occupational Safety & Health Association (COOSHA)
Board Director	Croatian Foundation of Windsor
Committee Member	CYPN Professional Development Committee
Committee Member	Development Committee - Art Gallery of Windsor
Volunteer Facilitator/ Trainer	Distress Centre of Windsor
Member	Downtown Windsor Lion's International
Board Member	DWBIA Downtown Business Improvement Association
Chairperson	Early Literacy Network Windsor-Essex
Member	Early Years Leadership Committee
College Representative	eCampus Ontario
Team Member	Emerging Leaders Windsor Essex
Board of Directors	Enactus Canada
Representative- Town of Kingsville	Erie Shores Transportation
President	Essex County Black Historical Research Society
Member	Extendicare National REACH (Resident Experience Action Council for Homes)
Board of Directors	Faithville Gospelcast Productions
Secretary/ Chair	Family Council of Extendicare Southwood Lakes
Secretary / Chair	Fundraising: WIFF Windsor International Film Festival
Member	Google Developers Group (GDG)
Committee Member	Governance Committee , Hospice of Windsor Essex
Member	Greater Essex County District School Board
Vice Chair	Habitat For Humanity Windsor Essex
Board Member	Harrow Family Health Team
Chair	HDGH - Strategic Directions Committee
Chair	Health Systems Ontario - Accreditation Standards Review Committee for Accreditation Canada
Chair-Board of Directors	Heritage Park Alliance Church
Secretary- Executive Committee	Homeless Coalition of Windsor-Essex
Committee Chair	Hospice of Windsor Essex
Past Chair, Board of Directors	Hospice of Windsor Essex
Committee Member	Inclusion Advisory Committee
Member	Industry-Education Pathways to Success Task Force
Member	Interprovincial Power Engineering Curriculum Committee
Trustee	John McGivney Children's Centre School Authority
Chair	Joint Classification Committee - OPSEU
College Student Rep	Katlyn Bedard Bone Marrow Association
Board of Directors	Kingsville BIA

Member	Kingsville Court of Revisions
Member	Kingsville Migration Festival
Member	Kingsville Planning Committee
Board Member	Kiwanis Club of Ridgetown
Member	Kiwanis Club of Ridgetown
President	Landscape Ontario Windsor Chapter
Committee Member	Leadership Windsor Essex
Board of Directors	Leamington & District Chamber of Commerce
Board of Directors	Life After Fifty
Committee Member	Literary Arts Windsor
PAC Member	Main and Chatham Campuses
Committee Member	Marketing Committee - Hospice of Windsor Essex
Board of Directors	Maryvale Family & Adolescent Centre
Member	Math Matters Committee
Board Member	Michigan Chapter of the Congress for the New Urbanism
Board of Directors	Motor City Community Credit Union
Board of Directors	National Federation of Italian Professional Association
Board Member	New Beginnings
Chairperson	Nurse Practitioner Organization-(OCOPED) Ontario Community Outreach Program for Eating Disorders
Executive Board Member	Nursing Honour Society
Member	Ontario Association of Social Workers (OASW)
Member	Ontario College of Social Workers and Social Service Workers (OCSWSSW)
Chair of the Board	Ontario Athletic Therapists Association
College Representative	Ontario College Career Educators (OCCE)
College Representative	Ontario Heads of Continuing Education Committee
College Representative	OntarioLearn Management Committee
Executive Member	OPSEU College Support Division
Member	OPSEU Construction Committee
1st Vice President	OPSEU Region 1 Area Council
Committee Member	Options Program Committee
Board Member	Ontario Restaurant Hotel Motel Association (ORHMA)
Board of Directors	Ontario Restaurant Hotel Motel Association (ORHMA)
Chair	OZAD Institute Advisory Committee
Member	Parents Matter
Member	Project Management Institute (PMI)
Committee Member	Polar Plunge - Windsor Police Service/ Law Enforcement Torch Run/ Special Olympics
Committee Member	Private Career Colleges , COP Sub-Committee
Board Member	Professional Advisory Board for Julien Gaudet's House
Member	Provincial - Adult Education Workgroup
Member	PSI/Police Foundation Society
Director	Quality Control Committee
President	REACH International
Member	Regional Children's Centre Advisory Committee
Action Chair	Registered Nurses Association of Ontario
Logistics Officer	Reserve Logistics Officer - Canadian Armed Forces - 31 Service Battalion
Chapter President	RNAO Chatham-Kent Chapter
President Elect	Rotary Club of Leamington

Gold Tournament Chair	Rotary Club of Leamington
Past President	Rotary Club of Windsor- Roseland
Ex-Officio	Rotary Club of Windsor-Roseland
Chairperson	RVT Advancement Fund - Ontario Association of Veterinary Technicians-Provincial
Committee Member	Sandwich West Public School - School Yard Committee
Committee Member	Sexual Violence Task Force, COP Sub-Committee
Secretary	Sigma Tau Upsilon Chapter
College Representative	Sigma Theta Tau Upsilon Chapter
Executive Board Member	Sigma, Honour Society of Nursing, Tau Upsilon Chapter
Vice President	Skate LaSalle
Member	Society for Manufacturing Engineers (SME)
Co-Chair	Socks and Bottoms
Co-Chair	Southwestern Academic Health network Steering Committee
Board of Governors	St. Clair College, Administration Representative
Chair	St. Clair College's Ethics Board
Lector, Eucharistic Minister, Instructor	St. John de Brebeuf School
Co-Chair	St. Olga's Ukrainian Ladies Society
Committee Member	Steering Committee member - United Way Prosperous Initiative
Committee Member	Stigma Enigma for Mental Health
Committee Member	Suicide Prevention and Education Committee of Chatham-Kent
Executive Board Member	Southwest Area Recreation Guild (SWARG)
Committee Member	SWIPP - Social Workers in Private Practice (SWIPP)
Member	Teachers of English as a Second Language (TESL)
Member	The Fogolar Women's Association
Secretary	The Tigrat Community of Windsor and Essex County
Board Member	Town and Gown Committee- City of Windsor
Representative	Town of Kingsville - ERCA
Representative	TSSA Operating Engineers Advisory Council
Faculty Council	University of Windsor
Board Member	Vice Chair - Ethiopian Orthodox Tewahedo Medhanealem Church
Chair	Von Windsor-Essex Community Corporation
Board of Directors	WE Trans Support Network
Treasurer	WECHC Foundation Board
Committee Member	Windsor Accessibility Advisory Committee
Past President	Windsor Branch - Institute of Power Engineers
Committee Member	Windsor Chamber of Commerce Business Excellence Awards Committee
Past President	Windsor Chapter Landscape Ontario
Community Member	Windsor Detroit Bridge Authority
Board of Directors	Windsor Essex Capital Angel Network
Committee Member	Windsor Essex Chamber of Commerce's After Business Committee
Board Member	Windsor Essex County Crime Stoppers
Committee Member	Windsor Essex County Health Unit- Working Towards Wellness Workplace Committee
Vice Chair	Windsor Essex County Health Unit-Board Representative for Strategic Directions Committee
Committee Member	Windsor Essex Employment Ontario Employment Services Local Service Provider Network
Committee Member	Windsor Essex FIRST Robotics
Committee Member	Windsor Essex Job Day Committee
Member	Windsor Essex Literacy Committee

Member	Windsor Essex Professional Development Committee
Member	Windsor Essex Regional Chamber of Commerce Gold Circle
Committee Member	Windsor Essex Regional Chamber of Commerce: Membership Services Board
Member	Windsor Essex Supervisor Network
Committee Member	Windsor Essex Youth Attraction and Retention Task Force (YNOT)
Committee Member	Windsor Essex Youth Strategic Action Committee (WEYSAC)
Board Member	Windsor Family Credit Union
Board of Directors	Windsor Flying Club
Member	Windsor Lions Club
Board Member	Windsor Police Board
Executive Secretary	Windsor Region Society of Architects
Board of Directors	Windsor Regional Hospital
Finance/ Audit & Resources	Windsor Regional Hospital
Committee Member	Windsor Regional Hospital - Governance Committee
Board Member	Windsor Regional Hospital Foundation
Board Secretary	Windsor Sportsmen's Club - Cheese and Cracker Club
Board Member	Windsor West Federal Liberal Party Association
Board Member	Windsor/Essex Child Youth Advocacy Centre
Community Member	Windsor Essex Compassion Care Community
Member	Windsor Essex Compassionate Community Coalition
College Representative	Windsor Essex Engineering Month Committee
Member	Windsor Essex Fall Prevention Committee
Member- Volunteer	Windsor Essex Fall Prevention Committee
Community Member	Windsor Essex NAFTA Working Group
Secretary	Windsport OFAH (Ontario Federation of Anglers and Hunters)
Member	Women & Equity Committee/Windsor Essex District Labour Council
Member	Women Making A Difference
Member	Women's Law Association
College Representative	Workforce Development Coordinating Committee (WDCC): Colleges Ontario Committee
Member	Workforce Windsor Essex Local Employment Planning Council
Committee Member	WorkForce Windsor Essex Local Employment Planning Council (LEPC) Central Planning Table
Committee Member	YEP (Youth Engagement Partnership)- Chatham Kent

TITLE	VOLUNTEER WORK
Volunteer	A Life Worth Living
Coach	Amherstburg Minor Hockey
Volunteer	Autism Ontario
Judge	Biz X Magazine Annual Awards
Volunteer	Brentwood Choir
Volunteer	Brentwood Women's Support Group
Volunteer	Chatham Hope Haven Men's Homeless Shelter
Volunteer	Chatham-Kent Black Historical Society
Volunteer	Chatham-Kent Women's Centre
Volunteer	Chatham-Kent Community Health Centre
Volunteer	Chatham-Kent Gay Pride Association
Volunteer	Church Choir Member
Volunteer	Church Emergency Response Team
Volunteer	Church Emergency Response Team
Volunteer	Coach - South Windsor Soccer
Volunteer	Coach - Windsor TFC Soccer Club
Volunteer	Coach/Mentor- Glenwood Public School FIRST Lego League
Volunteer	Do Good Divas
Volunteer	Downtown Mission
Volunteer	Friends of Fontainbleu Neighbourhood Advocacy Group
Volunteer	Goodfellows (weekly volunteer)
Volunteer	Guadalupe House
Volunteer	House of Sophrosyne
Volunteer	Judge - FIRST Lego League Tournament
Volunteer	Judge at the Science Fair
Volunteer	Kid's First Food Bank
Volunteer	Knights of Columbus
Volunteer	LaSalle Food Bank
Volunteer	Mentor - Vincent Massey FIRST Robotics team
Volunteer	OACETT
Volunteer	Ontario Society of Cardiology Technologists
Volunteer	Parent Council- Lakeshore Discovery School
Volunteer	Parkinson's Society Southern Ontario
Volunteer	Parkwood Gospel Church
Volunteer	Patricia M. Productions
Host	Podcast - Rose City Politics
Volunteer	President - Windsor Essex Branch-Ontario Wine Society
Volunteer	Robot inspector- FIRST Robotics Tournament

Volunteer	Rock Steady Boxing - Parkinsons Disease Therapy Program
Volunteer	Ronald McDonald House
Volunteer	Salvation Army Christmas Kettle Campaign
Volunteer	Society of St. Vincent de Paul
Volunteer	St. Clair College Alumni Events
Volunteer	St. John Ambulance Dog Therapy Program
Volunteer	St. Michaels Church - Leamington
Volunteer	Stable Ground - PTSD Treatment Facility for First Responders
Volunteer	Student Advisory Committee - WF Herman Academy-Elementary
Volunteer	Studio Black
Volunteer	Sun Parlour Female Hockey Association
Volunteer	Theatre Kent
Volunteer	Tilbury Figure Skating Club
Volunteer	Tilbury Storm Soccer
Volunteer	Transition to Betterness
Volunteer	Willistead Manor - Christmas Time
Volunteer	Windsor Aquatic Club
Volunteer	Windsor Essex Community Health Foundation's Annual Golf Tournament
Volunteer	Woman of Windsor Community Organization
Organizer	Women's March Windsor
Volunteer	Young Rotary Leaders

STUDENTS NAME	TITLE	FUNDRAISING EFFORTS
Esthetics Department	Volunteer	Children's Aid Society
Esthetics Department	Volunteer	Fundraiser - Downtown Mission
Esthetics Department	Volunteer	Hiatus House
Esthetics Department	Volunteer	House of Sophrosyne
Esthetics Department	Volunteer	Ready-Set-GO Non-Profit Organization Woman's Shelter
Esthetics Department	Volunteer	Community Retirement Homes
Esthetics Department	Volunteer	The House Youth Centre
TSI	Volunteer	Big Brothers Big Sisters Board
TSI	Volunteer	The Heart and Stroke Foundation - Canvasser
TSI	Volunteer	Chatham Goodfellow's
TSI	President of the Board of Directors	Chatham-Kent Soccer Association - Coach
TSI	Volunteer	Learn To Skate - Chatham-Kent
TSI	Volunteer	Sledge Hockey Canada
TSI	Volunteer	Youth Flag Football League in Chatham-Kent
SRC	Volunteer	Academic Integrity Day/Pledge Campaign
SRC	Volunteer	Bell Let's Talk Day for Mental Health Awareness
SRC	Volunteer	Blood Clinic
SRC	Volunteer	Canadian Blood Services
SRC	Volunteer	Goodfellows Paper Drive in coordination with the PSI / Police Foundations students
SRC	Volunteer	Hats on for Healthcare
SRC	Volunteer	Katelyn Bedard Bone Marrow Association
SRC	Volunteer	Movember for Prostate Cancer
SRC	Volunteer	October Breast Cancer Campaign
SRC	Volunteer	Orange Shirt Day - Indigenous Community
SRC	Volunteer	Polar Plunge for Special Olympics
SRC	Volunteer	Suicide Prevention Awareness Month
SRC	Volunteer	Toy & Food Drive
SRC	Volunteer	World Diabetes's Day
SRC	Volunteer	Windsor Cancer Centre Foundation
SRC	Volunteer	Windsor Regional Hospital
Staff Member	Volunteer	Alzheimer's Fundraising Activities
Staff Member	Volunteer	Chatham-Kent Goodfellows
Staff Member	Volunteer	Chatham-Kent Hospice
Staff Member	Volunteer	Face To Face Campaign
Staff Member	Volunteer	Goodfellows Paper Drive
Staff Member	Volunteer	Play For A Cure Cancer Research Hockey Tournament
Staff Member	Volunteer	Raise A Reader
Staff Member	Volunteer	The Kidney Foundation
Staff Member	Volunteer	Trillium Gift Of Life Network
Staff Member	Fundraising Volunteer	Welcome Centre Shelter for Women



TO: THE BOARD OF GOVERNORS

FROM: PATRICIA FRANCE, PRESIDENT

DATE: FEBRUARY 26, 2019

RE: PARKING GARAGE

SECTOR: FINANCE – MARC JONES, VICE PRESIDENT & CHIEF FINANCIAL OFFICER

HUMAN RESOURCES, SAFETY & FACILITIES MANAGEMENT – JOE SIRANNI, VICE PRESIDENT

AIM:

To provide the Board with an update on the feasibility of a parking garage.

BACKGROUND:

In response to student feedback, the College committed to exploring the feasibility of a parking garage at the Windsor Campus. To initiate this commitment, a Request for Proposal (RFP) was issued on January 15, 2019 in order to seek proposals from interested third party organizations.

The RFP includes the following key requirements:

- A Proponent will design, construct, finance, operate and maintain a parking garage.
- The parking garage must have a 600 vehicle capacity, with capability to expand to 1,000 vehicles should a future need arise.
- A target completion date of May 2021.
- Option for the Proponent to manage all Windsor Campus parking operations.

The RFP deadline has been moved to April 15, 2019 based on community request to extend. After the deadline, the College will evaluate the proposals to identify whether or not a feasible option exists. If a feasible option is identified, the College will engage in further discussion with the Proponent, and collaborate with SRC and SAA.

Further updates on the parking garage will be provided to the Board of Governors as information becomes available.

RECOMMENDATION:

IT IS RECOMMENDED THAT the Board of Governors receive this update on the feasibility of a parking garage.



ST. CLAIR

COLLEGE

TO: BOARD OF GOVERNORS

FROM: PATRICIA FRANCE, PRESIDENT

DATE: FEBRUARY 26, 2019

RE: NATIVE COMMUNITY WORKER – TRADITIONAL ABORIGINAL HEALING METHODS

SECTOR: ACADEMIC
WASEEM HABASH, VICE PRESIDENT, ACADEMIC

AIM:

To inform the Board of Governors of a title revision of the Native Community Worker – Traditional Aboriginal Healing Methods Ontario College Advanced Diploma program.

BACKGROUND:

The Anishinabek Nation has determined that they will no longer use the term “Aboriginal”. This decision impacts a program offered at the Munsee and Nipissing sites, entitled, Native Community Worker – Aboriginal Traditional Healing Methods and the College wishes to seek approval to modify the name of the program.

Revision of Name Modifier

Submission of the program title modification proposal to the Credential Validation Service (CVS) for approval was validated, and the word “Aboriginal” was removed in the modifier of the program title. Therefore, the title of the program has officially changed to *Native Community Worker – Traditional Healing Methods*. The next step includes notifying and requesting approval from MTCU.

RECOMMENDATION:

IT IS RECOMMENDED THAT the Board receive the notice of the nomenclature revision from *Native Community Worker – Aboriginal Traditional Healing Methods* to *Native Community Worker – Traditional Healing Methods, Ontario College Diploma Program*.



ST. CLAIR

COLLEGE

TO: BOARD OF GOVERNORS

FROM: PATRICIA FRANCE, PRESIDENT

DATE: FEBRUARY 26, 2019

RE: POWER ENGINEERING TECHNOLOGY – MECHANICAL REVISION

SECTOR: ACADEMIC
WASEEM HABASH, VICE PRESIDENT, ACADEMIC

AIM:

To provide clarity to the Board of Governors of revisions to the third year of the Power Engineering Technology – Mechanical Ontario College Advanced Diploma program.

BACKGROUND:

The Power Engineering Technology – Mechanical program was originally approved by MTCU for offering by St. Clair College in 1993. In the last three years, the School of Engineering Technologies has increased its ability to offer advanced power engineering curriculum, which prepares students to write the 2nd Class TSSA Certification Exams. To accommodate this new capability, the program was modified to add new exit points for students after one or two years of study. The exit points provide students with a Power Engineering Techniques Certificate or a Power Engineering Technician Diploma respectively. These new credentials were approved by the Board on June 26, 2018. Please see memo attached as Appendix A.

To be eligible to write the 2nd Class TSSA Exam, students must remain in the program for all three years and complete the Advanced Diploma. The Advanced Diploma was modified to ensure graduates qualify to write the exam by increasing the program hours.

Revisions to the Power Engineering Technology – Mechanical Advanced Diploma

Revision of Delivery

The diploma was previously offered in a *Fast Track* delivery format, which compressed six semesters of delivery into two years. To ensure graduates qualify to write the 2nd

Class TSSA Exam, it was necessary to increase work placement terms. This required the program to move to a standard three year delivery model.

Change in Hours

St. Clair College is one of only two colleges in Ontario which prepares students to write the 2nd Class TSSA Exam. To ensure students are eligible to write this exam, expansion of the curriculum and an increase in work placement hours was required. Instructional hours were increased by 456. Work placement hours were increased by 160.

Optional Cooperative Education

A significant number of employers expressed a preference for cooperative education (co-op) over the current work placement model. To accommodate this request, optional co-op was implemented.

RECOMMENDATION:

IT IS RECOMMENDED THAT the Board receive the report on the revisions to the three-year Power Engineering Technology – Mechanical Ontario College Advanced Diploma Program.



ST. CLAIR

COLLEGE

TO: BOARD OF GOVERNORS

FROM: PATRICIA FRANCE, PRESIDENT

DATE: JUNE 26, 2018

RE: REQUEST FOR NEW PROGRAM
POWER ENGINEERING TECHNIQUES CERTIFICATE PROGRAM/
POWER ENGINEERING TECHNICIAN DIPLOMA PROGRAM

SECTOR: ACADEMIC
WASEEM HABASH, VICE PRESIDENT, ACADEMIC

AIM:

To request approval to deliver a one-year Power Engineering Techniques Ontario College Certificate and a two-year Power Engineering Technician Ontario College Diploma program, both commencing in September 2019.

BACKGROUND:

The proposed Power Engineering Techniques and Power Engineering Technician programs are recommended for the following reasons:

1. Closes the skills gap in a high-demand vocational sector;
2. Enhances employability skills;
3. Supports applied research and other initiatives with industry and community partners;
4. Supports local business and manufacturing bases;
5. Synergies with other programming within the School of Engineering Technologies to create inter-professional educational opportunities.

PROGRAM DESCRIPTION:

With the existing three-year Ontario College Advanced Diploma program, Power Engineering Technologists (currently offered at St. Clair College) can achieve their second class operating engineer license through the Technical Standards and Safety Authority (TSSA), allowing them to operate and maintain the energy components of power plants in industrial, commercial and large residential buildings, hospitals, and schools. St. Clair College is one of only two second class accredited Power Engineering Technology programs in all of Canada. Their work involves monitoring, adjusting, analyzing and solving problems with power boilers, turbines, compressors, refrigeration chillers, pumps and other related equipment. They may also assist mechanical engineers in the planning and design of power plant systems and operations. Day-to-day responsibilities can include conducting visual inspections and tests to ensure safety and optimum performance, ensuring that provincial and federal regulations are adhered to, and respond to emergency situations.

The introduction of the Power Engineering Techniques program will prepare students with an introduction to relevant aspects of power generation and maintenance operation, both theoretical and practical, at the fourth

class operating engineer level. The program will be a TSSA accredited fourth class Power Engineering program, allowing the successful students to write the 4A and 4B TSSA exams. Successful students will require a three-month work placement to obtain the mandatory on-site steam time in order to receive their fourth class certificate of qualification. Entry level positions include fourth class operating engineers, "Operator-In-Training" for water, or wastewater treatment plants, and the possibility to advance to third class operating engineer certification.

The Power Engineering Technician program is designed to introduce students to relevant aspects of power generation and maintenance operation, both theoretical and practical, at the third class operating engineer level. The program will be a TSSA accredited third class Power Engineering program, allowing the successful students to write the 3A1 and 3A2, and 3B1 and 3B2 TSSA exams. Successful students will require a one-month work placement to obtain the mandatory on-site steam time, in order to receive their third class certificate of qualification. Upon completion the student is qualified as a third class operating engineer and has the possibility to advance to a second class operating engineer certification.

Employment opportunities for graduates could include, but are not limited to, apprentice power dispatcher, control room operator for electrical power systems, electrical power systems operator, energy from waste plant operator, power engineer, building systems technician, stationary engineer, power plant operator, nuclear generating station field operator, auxiliary plant operator, power plant stationary engineer, nuclear reactor operator, maintenance technicians, refrigeration operators, and plant operators in a wide range of facilities including electrical power generation plants, light and heavy industry, refineries, schools, hospitals, commercial buildings and municipal water systems, and waste water treatment plants.

ADMISSION REQUIREMENTS:

OSSD with the majority of courses at the College (C), University (U), University/College (M) or Open (O) level, plus:

- Grade 12 English (C) or (U);
- Grade 12 Math (C) or (U); or equivalent;
- Senior level Physics (C) or (U).

Students must be 18 years of age to write TSSA fourth Class examinations. The first TSSA exam takes place between first and second semester.

MEETS ST. CLAIR COLLEGE'S STRATEGIC DIRECTIONS:

This program concept is consistent with the following College Strategic Directions:

- (1) Establishing strong industry connections;
- (2) Increasing enrolment;
- (3) Applied research and other initiatives with industry and community partners.

MEETS ST. CLAIR COLLEGE'S STRATEGIC MANDATE AGREEMENT:

This program concept is consistent with the Strategic Mandate Agreement 2 (SMA2) in the program area of strength and growth of Power. The proposed programs will create different levels of training, which will increase enrolment, and provide a sufficient supply of skilled graduates at each classification of power engineers to fulfill the needs of power production within Canada. The program aligns well with the College's SMA2.

LABOUR MARKET RESEARCH:

Power engineers and power system operators fall under National Occupation Classification (NOC) 9241. Power engineers operate and maintain reactors, turbines, generators, boilers, stationary engines, and auxiliary equipment to generate electrical power and to provide light, heat, refrigeration, and other utilities for industrial, commercial, institutional buildings, and other work sites. Power system operators monitor and operate switchboards and related equipment in transmission networks. Graduates may typically find employment in power generation plants, electrical power utilities, manufacturing plants, universities, hospitals, government, and commercial establishments.

Graduates of the one-year certificate program may work as a fourth class power engineer (operating engineer) in power plants, industries, commercial and large residential buildings, hospitals, and schools. Job titles can include auxiliary plant operator, boiler operator, power engineer, stationary engineer, and steam plant operator.

Graduates of the two-year diploma program may work as a third class power engineer in power plants, industries, commercial and large residential buildings, hospitals and schools. Job titles can include apprentice power dispatcher, auxiliary plant operator, building systems technician, control room operator – electrical power systems, distribution control operator – electrical power systems, electrical power systems operator, power dispatcher – generating station, power engineer, power plant operator, power plant stationary engineer, stationary engineer, and system controller – electrical power systems.

EMPLOYMENT PROSPECTS:

Over the 2017-2019 period, the employment outlook is expected to be fair in the Windsor-Sarnia Region and in Ontario for power engineers and power system operators (NOC 9241). Employment decline will lead to the loss of some positions, and several positions will become available due to retirements.

According to the 2015-2024 National Outlook Survey, the labour demand and labour supply are expected to be broadly in line for this occupation group. In 2014, there was a provincial labour force of 37,300 employees in this field within Ontario. The median age of workers was 44 years of age, with an average retirement age of 63.

STUDENT DEMAND RESEARCH:

Power Engineering Techniques (Fourth Class)

There are three colleges (Cambrian, Conestoga, and Mohawk) in Ontario which offer similar programs under the 49100 code. The one college within our region that offers similar programming is Conestoga College.

Applications and registrations to programs under 49100 for comparator programs at Cambrian, Conestoga, and Mohawk are given in Figures 1 and 2, respectively. Applications to the comparator programs group have remained steady over the past five years. Enrolment numbers for this program are capped due to placement requirements for the trade, and the availability of placements within industry.

Figure 1 represents applications for comparator programs for the years 2013 - 2017 from Ontario College Application Service (OCAS).

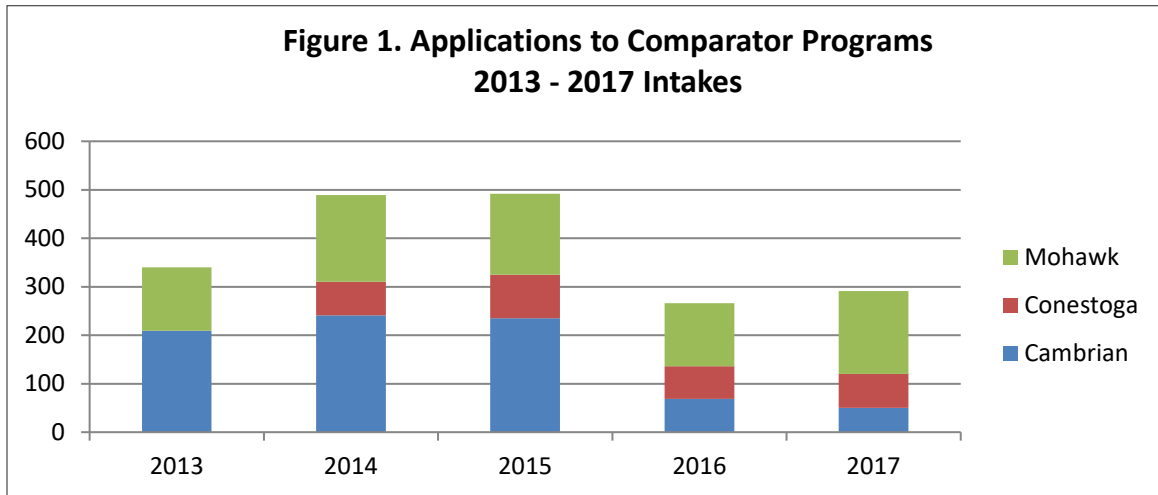


Figure 2 represents registrations for comparator programs for 2013 - 2017 from OCAS.

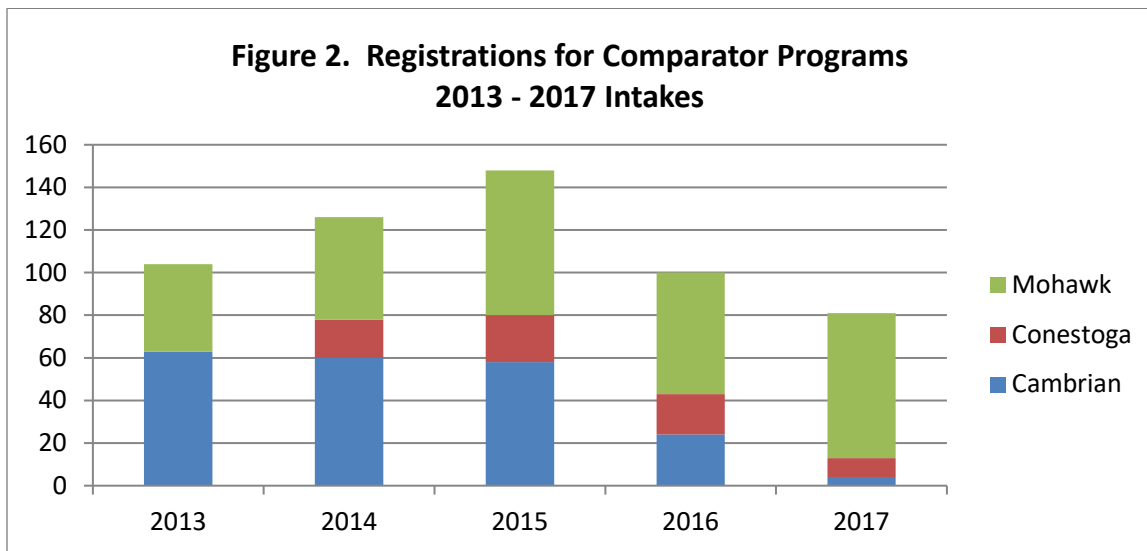


Figure 3 represents the 2017 application data for program choice for the comparator programs. The program at Mohawk had the highest number of first choice applicants, followed by Conestoga.

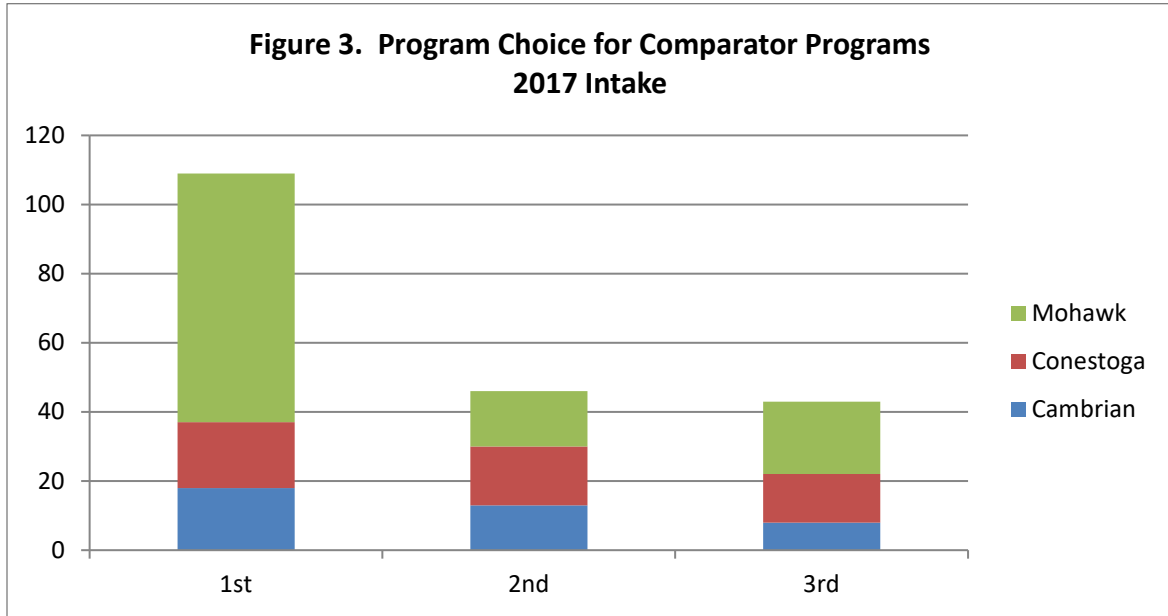


Figure 4 represents application data, divided into direct or indirect applicants for all the programs in the system. There seems to be more indirect applications than direct applications and it is possible that the same trend will be observed for the proposed St. Clair College program.

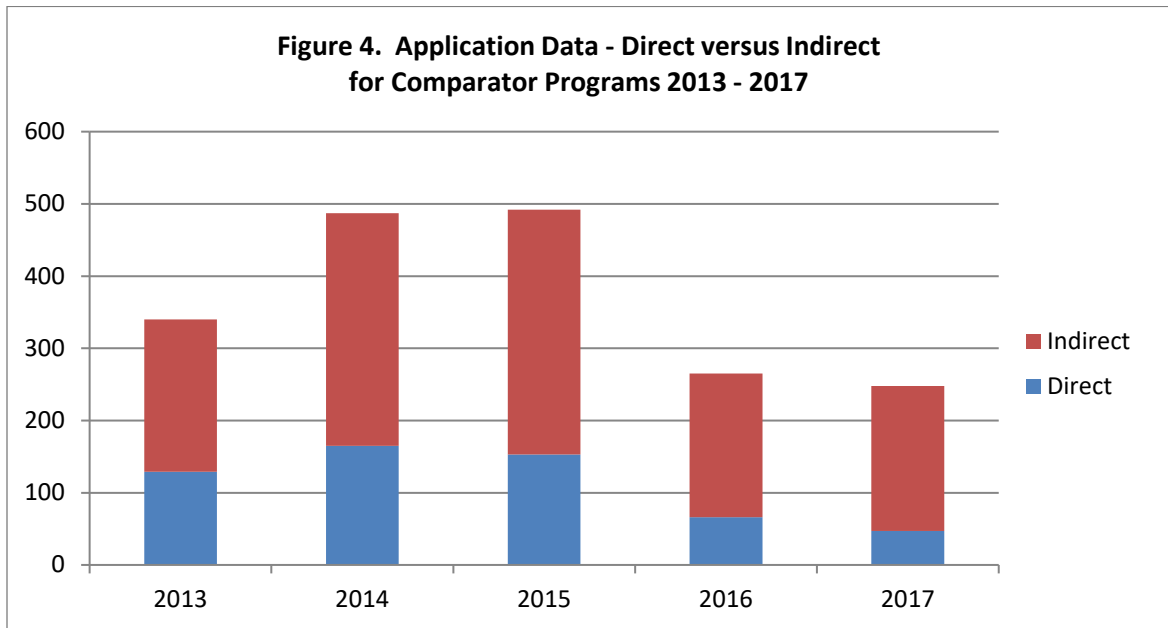


Figure 5 summarizes the student age on registration for the comparator programs for the 2016 intake period for the three current programs running. Considering that the age profile of the typical St. Clair College student is above the provincial average, it is expected that the student age profile will be very similar to the overall profile presented.

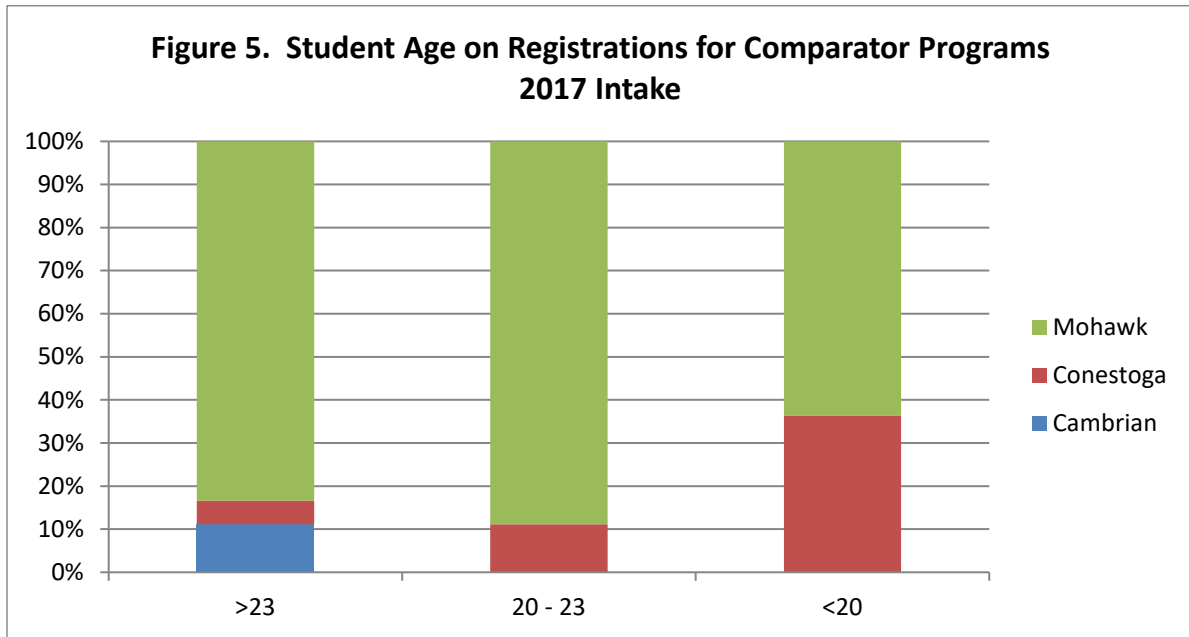
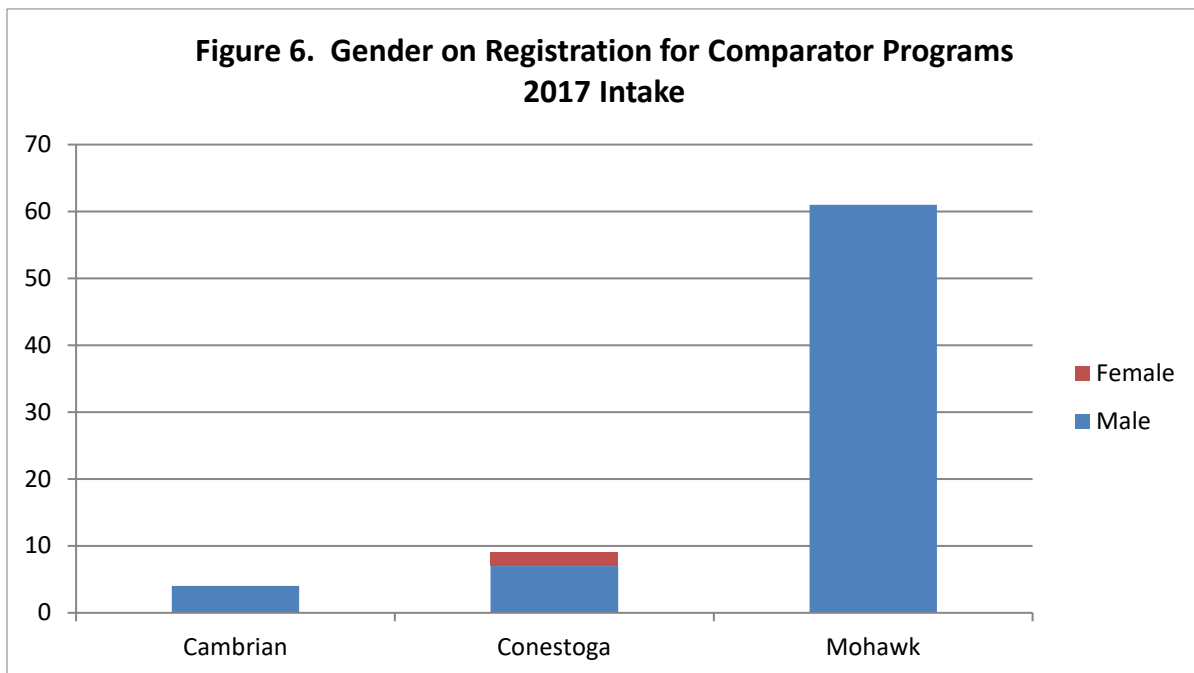


Figure 6 shows that there is a high majority of male students registered in the comparator programs. As with many engineering programs, male students outnumber female students.



Power Engineering Technician (Third Class)

There are four colleges (Cambrian, Confederation, Durham, and Georgian) in Ontario which offer similar programs under the 59100 code. There are no colleges within our region that offer similar programming. Lambton College does have a Power Engineering Technician program, but their program is specifically Power Engineering – Chemical, which would not be a comparator program with the proposed St. Clair College program.

Applications and registrations to programs under 59100 for comparator programs at Cambrian, Durham, Confederation, and Georgian are given in Figures 7 and 8, respectively. Applications to the comparator programs group have remained steady over the past five years. Enrolment numbers for this program are capped due to placement requirements for the trade, and the availability of placements within industry.

Figure 7 represents applications for comparator programs for the years 2013 - 2017 from Ontario College Application Service (OCAS).

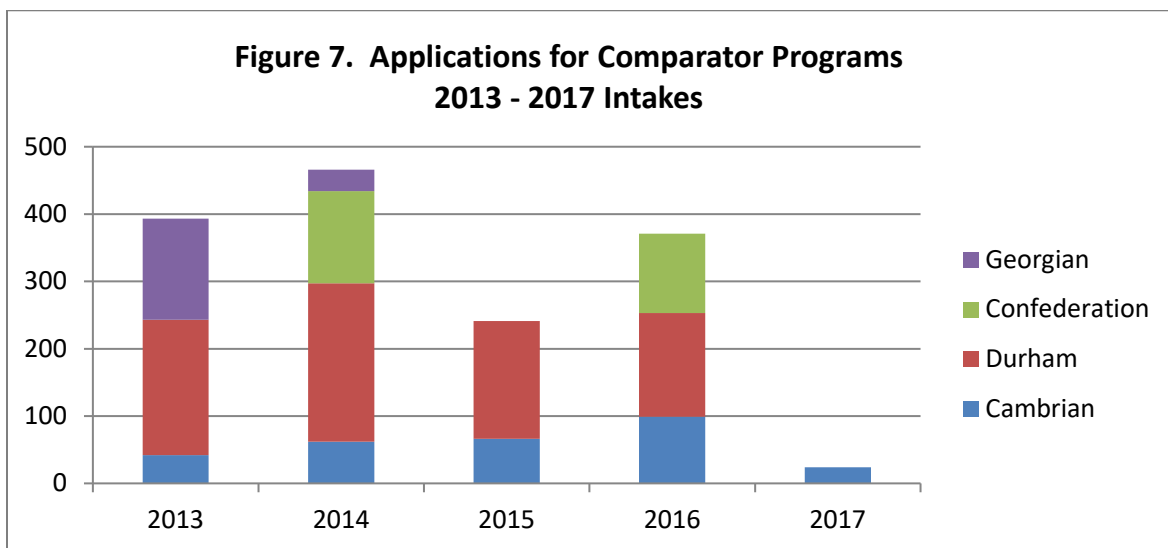


Figure 8 represents registrations for comparator programs for 2013 - 2017 from OCAS.

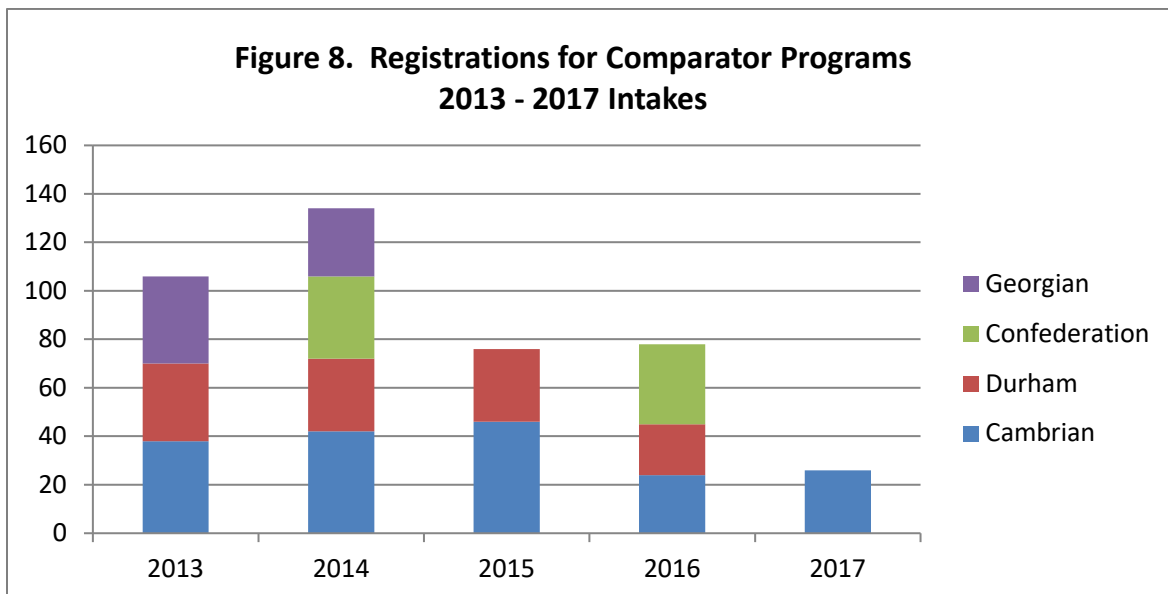


Figure 9 represents the 2017 application data for program choice for the comparator programs. The program at Cambrian had the highest number of first choice, second choice, and third choice applicants.

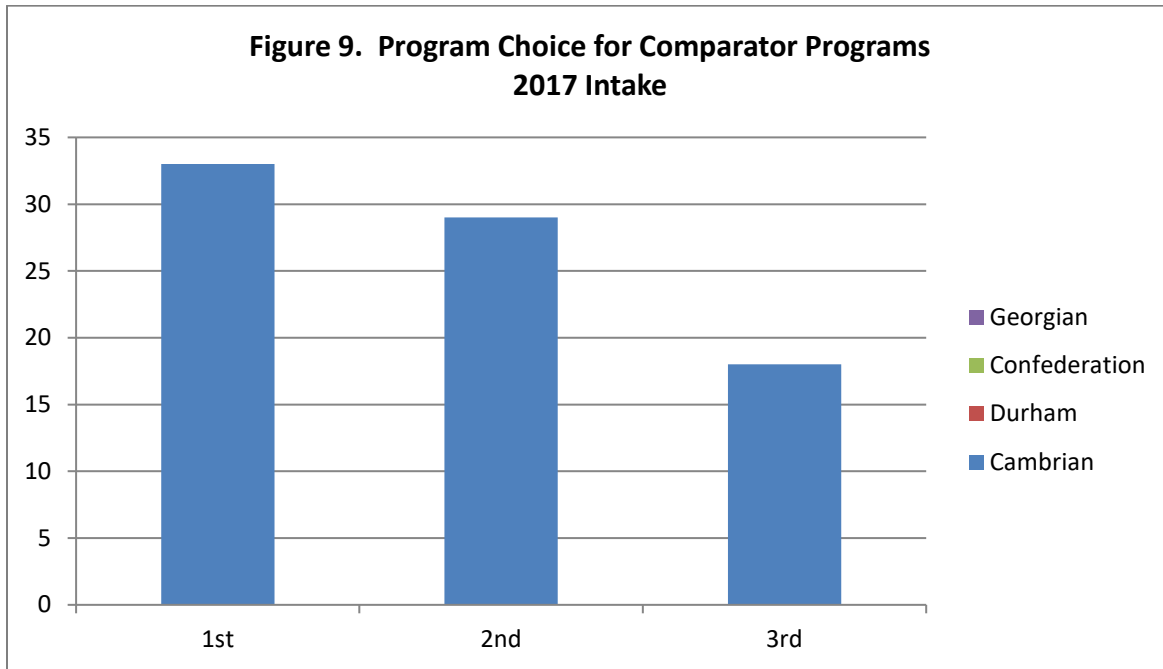


Figure 10 represents application data, divided into direct or indirect applicants for all the programs in the system. There seems to be more indirect applications than direct applications and it is possible that the same trend will be observed for the proposed St. Clair College program.

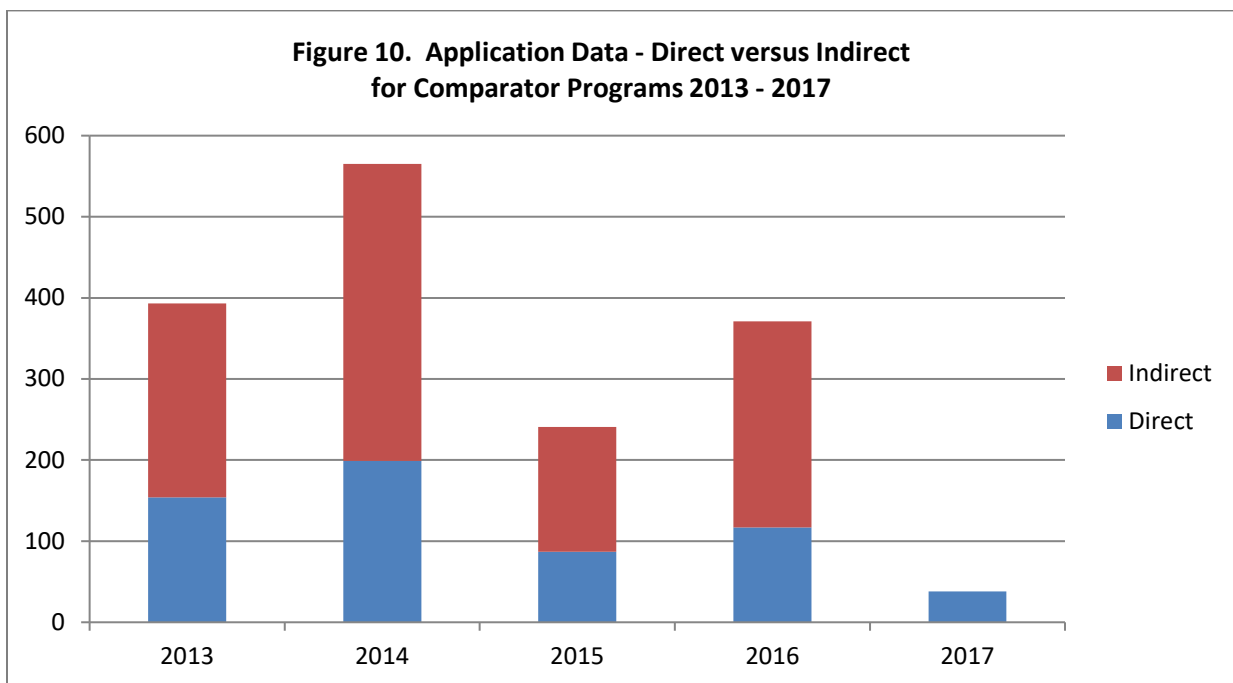


Figure 11 summarizes the student age on registration for the comparator programs for the 2017 intake period for the four current programs running. Considering that the age profile of the typical St. Clair College student, it is expected that the student age profile will be very similar to the overall profile presented.

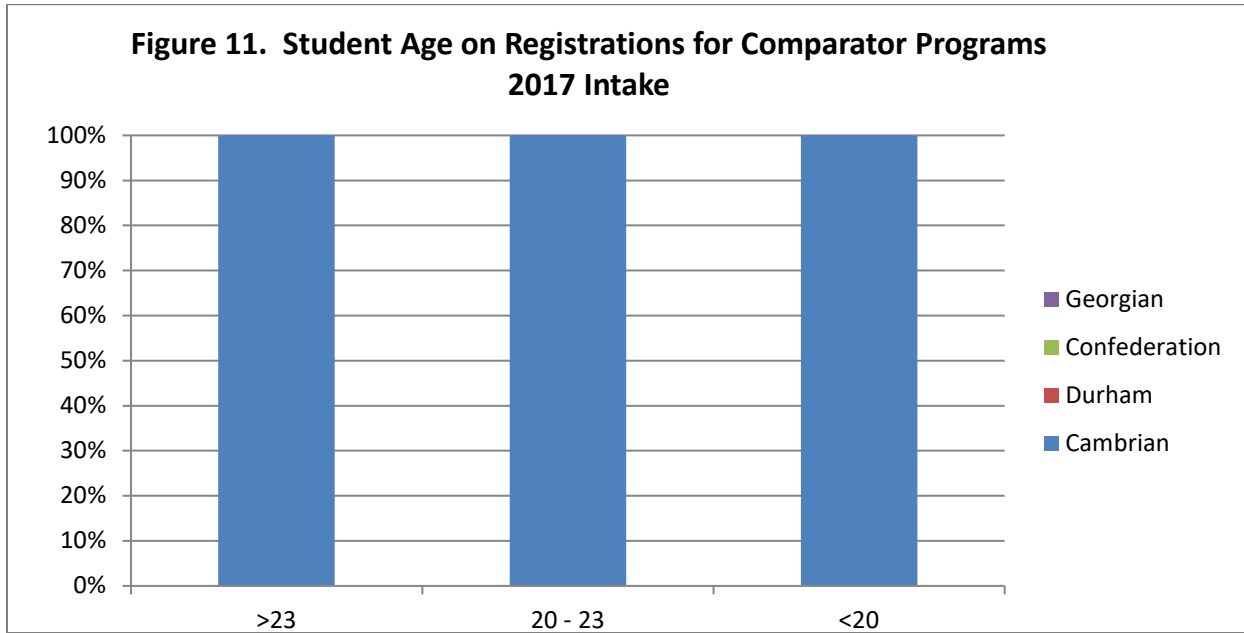
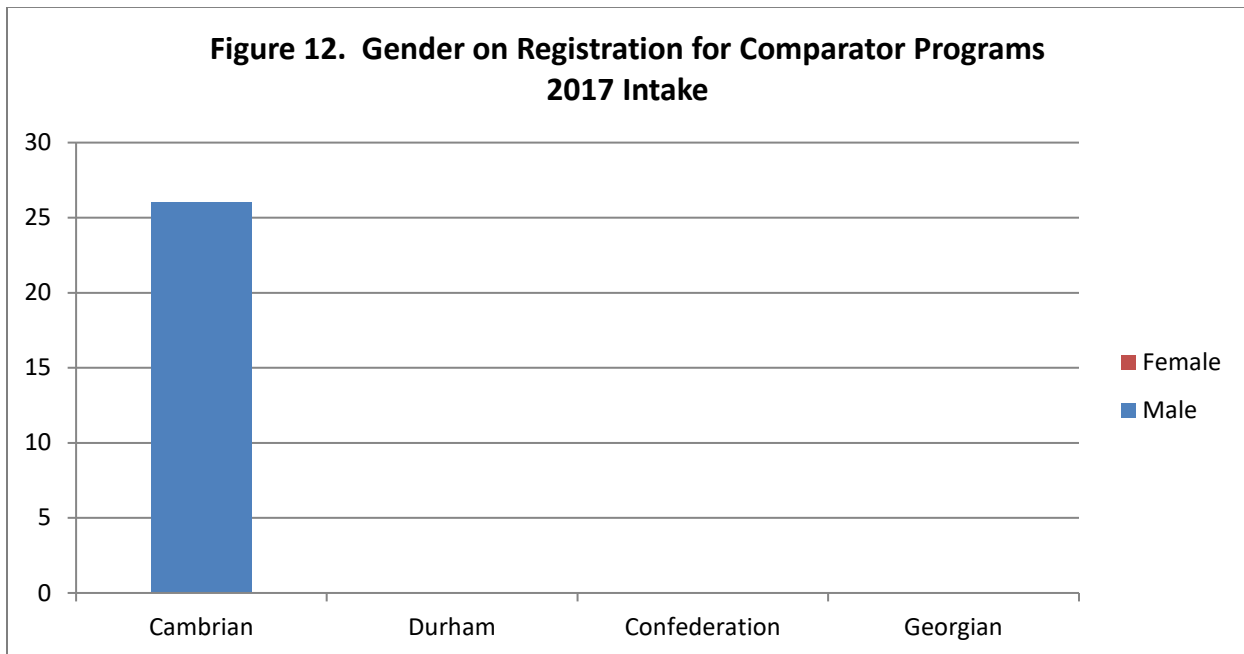


Figure 12 shows that there is a high majority of male students registered in the comparator program. As with many engineering programs, male students outnumber female students.



FINANCIAL IMPACT:

A pro-forma budget was created to show the cost/revenue of all three programs; the one-year, the two-year, and the current three-year programs combined, given they share curriculum and related delivery costs. Please see attached budget. The 8-year net present value for the program is a positive \$209,631.

The bottom blue section of the budget summary page, entitled “Enhancement of Existing Program – Comparison”, provides an analysis that compares the future state of the enhanced tri-program offering to the existing program, in terms of difference in overall revenue and expenditures. It is noted that the only difference is that the grant revenue is assumed as a worst case scenario, in that the revenue will lag due to the introduction of the new credentials. This may be resolved depending on how students are registered into the existing programs, in terms of when grant is earned. The expenditures negligibly change, and only differ due to the change in net contribution, which is controlled by the difference in revenue. The rationale is that the expenditures do not differ as the curriculum and delivery costs are not being modified as they are entirely shared.

The enhancement is to serve the ability for students to graduate and exit with a credential upon completion of fourth, third, and second class Power Engineering TSSA certifications. This will also simplify the ability for students to enter into the program with the credential at the required point with their TSSA certification (e.g. at student who earns their third class license at another institution, can come to St. Clair College to enter the second class or third year of the advanced diploma program). Overall, the intent is to create effective entry and exit points into the program, which is one of only two second class accredited Power Engineering programs in Canada.

As a general note, beginning in 2019-20, the core operating grant will be determined based on the corridor funding model. Under this model, a college’s core operating grant remains static, as long as the college’s weighted funding unit (WFU) enrolment remains within the +3%/-7% range from its midpoint.

ADHOC PROGRAM ADVISORY COMMITTEE RECOMMENDATION:

The Program Advisory Committee assembled from the appropriate industry stakeholders that would employ graduates of the proposed programs approved the proposal for a one-year Power Engineering Techniques Ontario College Certificate and a two-year Power Engineering Technician Ontario College Diploma, both commencing in September 2019. Included in this package is the Ad-Hoc Program Advisory Committee Minutes inclusive of the motion and approval.

RECOMMENDATION:

IT IS RECOMMENDED THAT the Board approves the request for a one-year Power Engineering Techniques Ontario College Certificate and the two-year Power Engineering Technician Ontario College Diploma, both commencing in September 2019.

Minutes of College Program Advisory Committee Meeting

Program Code:	Program Name:
TBA	Power Engineering Technician (New Program)
TBA	Power Engineering Techniques (New Program)
Current Meeting Date:	June 16, 2017
Meeting Place:	Main Campus, Student Centre, 1:00 pm
Previous Meeting Date:	
Next Meeting Date:	TBD
Recording Secretary:	Darryl Danelon

College policy 1.1.3 requires meetings to be held no less than once every academic year (defined as September to June).

Voting Members	Organization	Attendance	Term	Conflicts
Robert Fontanini, Chair	University of Windsor	Regrets	Compliant	No
Terry Connel	NALCO	Regrets	Compliant	No
Mario Desjardins	Hiram Walkers	Present	Compliant	No
Dave Little	Brighton Beach	Present	Compliant	No
Tom Catherwood	West Windsor Power	Present	Compliant	No
James Smith	Jasel Engineering	Regrets	Compliant	No
Howard Titus	Windsor Salt	Present	Compliant	No
Ron Bridgewater	Bondeau	Present	Compliant	No
William Green	Greenfield Specialty Alcohols	Present	Compliant	No
Dan Rosenfeld	Highberry Canco	Present	Compliant	No

College policy 1.1.4 provides for member terms of 2 years. A member's term can be extended with permission of the Chair and completion of the Advisory Committee Reappointment Form (policy 1.1.4 page 4). The meeting should start with a review of member terms. In the event a member's term exceeds that allowed by the policy steps should be taken to correct this at the commencement of the meeting. If this is not corrected at the meeting an Action Plan should be part of the Minutes requiring terms to be corrected.

Voting members are independent members of the community that do not have a direct connection with the program. Full time faculty and part time instructors are not eligible to be voting members.

Are voting members satisfied that current membership is representative of the community? If “no” an Action Plan should be created to expand committee membership.			Yes
Are there sufficient voting members present to constitute a quorum?			Yes
<i>Policy 1.1.3 defines a quorum as 50% of the voting membership + 1. If there is not a quorum of voting members the meeting can continue as a discussion group only. Committee motions cannot be put forward for a vote without a quorum.</i>			
Non-Voting Members	Organization	Attendance	Conflicts
Darryl Danelon	Chair, Engineering Technologies	Present	No
Dave Belanger	Coordinator/Professor, St Clair College	Present	No
Mark Lambert	Coordinator/Professor, St Clair College	Regrets	No
Connie Collins	Technologist, St Clair College	Present	No
Paul Janisse	Technologist, St Clair College	Regrets	No
Lindita Prendi	Professor, St Clair College	Regrets	No
Eli DiCredico	St. Clair College	Regrets	No
PAC Meeting General Information			
<i>Policy 1.1.3 requires voting members to assist the college with recommendations on any of the following items:</i>			
<ol style="list-style-type: none"> <i>1. Monitoring and review all aspects of programs and college services;</i> <i>2. Identifying future training or service needs;</i> <i>3. Specifying the knowledge and skill competencies required by employers;</i> <i>4. Suggesting appropriate facilities and equipment;</i> <i>5. Recommending curriculum or program changes;</i> <i>6. Providing appropriate on-the-job experiences for students;</i> <i>7. Reacting to system, program and curriculum issues;</i> <i>8. Recruiting students and assisting them to succeed.</i> 			
<i>The Chair of meeting should be a voting member.</i>			
<i>The role of non-voting members is to provide necessary program data and information to voting PAC members.</i>			
<i>PAC discussions should be summarized in these Minutes. Any major action recommended by voting members should be in the form of a motion which is voted upon. Motions should be clearly stated in the Minutes together with vote results.</i>			
<i>It is the role of the School Chair and faculty to review PAC recommendations to determine what suggestions require action. Minor suggestions requiring minimal faculty response should be noted but do not require a detailed Action Plan. In the case of major suggestions a detailed Action Plan should be prepared and noted in these Minutes in the appropriate column.</i>			

Item #	Agenda Topic and Discussion	Action Required
1.0	Introductions <ul style="list-style-type: none"> • Mario to act as chair • Quorum Achieved 	No action required
2.0	Approval of Agenda <ul style="list-style-type: none"> • It was motioned, to accept the June 16, 2017 Agenda as distributed. <i>Motioned, Seconded, And Carried.</i> 	No action required
3.0	Review of Membership <ul style="list-style-type: none"> • Not Applicable 	No action required
4.0	Approval of Minutes from January 17, 2017 <ul style="list-style-type: none"> • Not Applicable 	No action required
5.0	Business Arising from the Minutes <ul style="list-style-type: none"> • Not Applicable 	No action required
6.0	New Programs Proposals	No action required
6.1	Program Description and Intent <ul style="list-style-type: none"> • 2nd Class Accreditation <ul style="list-style-type: none"> • 6 week delivery blocks for 2nd class • Material is geared towards the tests (2A1, 2A2, 2B1, etc.) • Dave Belanger showed the calendar – how the periods are scheduled, when they would ideally write their TSSA tests • Consider the movement of 2A1 and 2A2 later – Dave Little • Noted that practical lab time is doubled up on exams that are less “engineering science” challenging • The amount of hours is higher for this to cover the content • Discussed challenges around Union policy on delivery 	No action required

	<ul style="list-style-type: none"> • The module of 6 weeks matching tests, they feel this works well for people who might come to get only some of the education in class or who will space it out as they can get 6 weeks off • Dave Belanger showed the attempt to align skills for delivery on the 6 weeks block for faculty of certain skill sets • Discussed the labs – first 15 week set is to align with practical labs of the 4th or 3rd class students (1st or 2nd year). Last practical lab • Discussed the target – 10-15 students in the final year • Reviewed budget – no questions • 2nd class retention might be high 	
6.2	<p>Market Need</p> <ul style="list-style-type: none"> • Not discussed, as the full Ad-Hoc agenda was not available, but the intent of the agenda was generally followed. It is noted that the labour market analysis shows needs due to very high average age for 2nd Class certified engineers. 	No action required
6.3	<p>Program Curricular Review</p> <ul style="list-style-type: none"> • Reviewed program mapping • Questions around teaching arrangements as it associates with the collective agreement • Reviewed the modified 4th and 3rd class • Confirmed that in the practical labs for 2nd Class students, they will direct duties to be completed by the 3rd Class and 4th Class students in a combined lab environment, such that the 2nd Class students are taking on the roll of management activities within the lab to simulate the 2nd class power engineering role expectations • Some feedback on considering not having a 4th class out, will be considered, but they understood the value on being able to step in and out of the program with classification as entry • Review of proposed 2nd class curriculum (course descriptions and content) 	No action required
6.4	<p>Placements</p> <ul style="list-style-type: none"> • No 2nd class placements required 	No action required

6.5	<p>Accreditation</p> <ul style="list-style-type: none"> Materials are being assembled for TSSA for their review and approval of the 2nd class certification 	No action required
6.6	<p>Equipment and Facilities</p> <ul style="list-style-type: none"> Heating Tie In to the FCEM and Refrigeration Labs Refrigeration required by TSSA, will be implemented in 2018 Showed the EXP proposal Described what is going to be done in the Winter/Spring of 2018 to meet the TSSA requirements. No additional equipment needed for 2nd Class Certification 	No action required
6.7	<p>Student Activities / Community Engagement</p> <ul style="list-style-type: none"> N/A 	No action required
6.8	<p>Other</p> <ul style="list-style-type: none"> N/A 	No action required
7.0	<p>PAC Endorsement of New Programs</p> <ul style="list-style-type: none"> PAC Approval of 2nd Class Program and the 4th and 3rd class steps (Power Engineering Techniques and Power Engineering Technician, respectively) <ul style="list-style-type: none"> Ron Bridgewater motioned for approval to run the two programs in tandem with the current Advanced Diploma in Power Engineering Technology Dave Little seconded <p><i>Motion carried</i></p>	No action required
8.0	<p>New Business</p> <ul style="list-style-type: none"> N/A 	No action required
9.0	<p>Date of Next Meeting</p> <ul style="list-style-type: none"> Not discussed 	No action required

10.0	Adjournment <ul style="list-style-type: none"> Motion to Adjourn <i>All in favour</i>	No action required
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PAC Action Plans:				
<i>Major Action Plan or Minor Administrative Acton</i>	<i>Timeline for Completion</i>	<i>Responsible Persons</i>	<i>Monitoring Process</i>	<i>Final Evaluation Process</i>
N/A	N/A	N/A	N/A	N/A

Major Action Plan or Minor Administrative Action = Chair and faculty identify which category (Major or Minor) the plan falls into and clearly states the plan.

Timeline for Completion = Chair and faculty indicate the projected completion date of the plan.

Responsible Persons = Chair and faculty provide the names of those persons assigned to the completion of the plan.

Monitoring Process = Required only in the case of major action plans. Chair and faculty insert details of a periodic monitoring process to be attached to the plan to ensure it is completed in a timely fashion and to determine if, at any time prior to completion, the plan needs to be revised in some material way.

Final Evaluation = Required only in the case of major action plans. Chair and faculty insert a final evaluation process to be attached to the plan to ensure it has achieved its intended purpose.



ST. CLAIR

C O L L E G E

TO: BOARD OF GOVERNORS

FROM: PATRICIA FRANCE, PRESIDENT

DATE: FEBRUARY 26, 2019

RE: HONOURS BACHELOR OF APPLIED ARTS IN SOCIAL JUSTICE AND LEGAL STUDIES DEGREE PROGRAM

SECTOR: WASEEM HABASH, VICE PRESIDENT, ACADEMIC

AIM:

To update the Board of Governors on student tuition and the related budget as it pertains to the approved Honours Bachelor of Applied Arts in Social Justice and Legal Studies degree program.

BACKGROUND:

On November 24, 2015, the Board of Governors approved the submission and launch of the Honours Bachelor of Applied Arts in Social Justice and Legal Studies Degree program ([Appendix A](#)).

Since that time, the College submitted the proposal to the Postsecondary Education Quality Assessment Board (PEQAB) and subsequently to the Ministry of Training, Colleges and Universities, and received approval for launch.

The program is scheduled to receive its first intake of students in September 2019. In preparation for the launch, St. Clair College administration and faculty have been engaged in reviewing the program to ensure readiness. During this review, a few areas of concern were discovered relating to the budget.

Program Tuition and Grant Funding

In review of the program's tuition costs, it was determined that St. Clair College should reduce the budgeted tuition to compete with similar programs within the catchment area.

An analysis of the grand funding revealed that the recent changes in the corridor funding model will also reduce program revenues.

In order to offset the reduction in revenues, administration decided to find opportunities to decrease costs to stabilize the Net Present Value (NPV). This included the delay of a new full-time faculty hire until year 3 ([Appendix B – Revised Program Budget](#)).

Please note the budget submitted in 2015 was based on a five-year NPV. In March 2018, the Board of Governors approved a new template for program submissions to be based on an eight-year NPV. The revised budget is based on the new template. Overall, the program now has a negative NPV of (\$-348,449).

Administration still strongly supports proceeding with the program launch as scheduled. The delivery of degrees at St. Clair is necessary to heighten its profile, brand and expand the credentials offered at the College.

RECOMMENDATION:

IT IS RECOMMENDED THAT the Board receive the update on the Honours Bachelor of Applied Arts in Social Justice and Legal Studies degree program.



TO: BOARD OF GOVERNORS

FROM: MS. PATRICIA FRANCE, PRESIDENT

DATE: November 24, 2015

RE: REQUEST FOR NEW PROGRAM
Bachelor of Applied Arts in Social Justice and Legal Studies

SECTOR: Mr. Waseem Habash, Vice President, Academic

AIM:

To request approval to deliver a Bachelor of Applied Arts in Social Justice and Legal Studies for a September 2017 start.

BACKGROUND:

St. Clair College's Strategic Mandate Agreement, from April 1, 2014 to March 31, 2017, committed to the Ministry to establish degree programs. This proposed Bachelor of Applied Arts in Social Justice and Legal Studies is the first of nine that will seek PEQAB (Postsecondary Education Quality Assessment Board) and MTCU (Ministry of Training Colleges and Universities) approval.

PROGRAM DESCRIPTION:

The Social Justice and Legal Studies four year bachelor degree program combines the foundations of the study of law and social justice with a focus on community advocacy and activism. This multifaceted and interdisciplinary program also includes curriculum relating to aspects of criminology, sociology, social work, philosophy, political science, community capacity building and the study of indigenous and marginalized groups. Graduates will acquire strong problem-solving and analytical skills together with the interpersonal skills required of one seeking a leadership position in advocating for victimized and/or marginalized individuals and groups. The students will learn to critically analyze, formulate and develop strategies to address situations compromising the rights and services of those who are marginalized or without a political or social voice. The program will also include practical components, such as case studies inviting creative programming, mock mediations bringing about resolution, simulations reflective of social injustice, and an internship with a social justice, community, not-for-profit, governmental, or legal organization. The program curriculum will stimulate the development of an inquiring mind, increased sensitivity for inequalities, and encourage independent judgment and critical self-awareness. Graduates will be equipped to help individuals, groups, organizations, and coalitions to navigate the social-legal system and will be prepared to pursue graduate studies.

ADMISSION REQUIREMENTS:

General

OSSD with the majority of courses at the College (C), University (U), or University/College (M) plus successful completion of:

Program Specific

- English, Grade 12(ENG4U or equivalent)
- Five other Grade 12 credits (U or M or equivalent)
- The applicant must achieve an overall average grade of at least 65% in the above requirements. In addition, the applicant must achieve a grade of at least 65% in ENG4U (or equivalent), with no grade less than 60% in the remaining courses used to qualify for admission.
- **Recommended:**
- Mathematics, Grade 12 (MDM4U or equivalent)

** This degree program also offers the opportunity for all Ontario graduates of the Community Justice Services and Paralegal programs to bridge into the second year of the degree.

MEETS ST. CLAIR COLLEGE'S STRATEGIC PLANNING GOALS:

This program concept is consistent with the following College Strategic Goals:

- (1) The Bachelor of Applied Arts in Social and Justice Studies clearly supports St. Clair College's commitment to delivering high-quality accessible education to meet the needs of learners and the labour market of Southwestern Ontario. This specialized degree focusing on advocacy and legal studies will enhance the breadth of programming and credentials offered at St. Clair College. This degree clearly supports St. Clair College's commitment to the Strategic Mandate Agreement and responds specifically to three of the priorities: Priority 1: Jobs, Innovation and Economic Development; Priority 2: Teaching and Learning; and Priority 4: Program Offerings.
- (2) Enrolment growth

LABOUR MARKET RESEARCH:

St. Clair College contracted Academica Group Research to perform an Industry Needs Assessment to ensure economic need for the graduates of the Bachelor of Social Justice and Legal Studies Degree program. Academica's findings demonstrated that a degree program in Social Justice and Legal Studies that is geared to prepare students for careers in community and social services, corrections and policing would be particularly well received if it included coursework in criminology, psychology, counseling, interpersonal communication, philosophy of law including theories of restorative justice, and new technology. St. Clair College's proposed degree of Social Justice and Legal Studies includes all of the above noted recommendations for coursework together with work-integrated learning opportunities. It was also noted by Academica that a degree is becoming a de facto requirement of jobs in law enforcement due to the increasingly competitive environment and the need for officers to have better "soft skills", improved communication, be better prepared for life-long learning and be more adept at using new technology.

Labour market projections for the occupations considered to be the most relevant potential career pathways for graduates of the proposed Bachelor of Social Justice and Legal Studies Degree Program include:

1. Court Officers and Justice of the Peace (NOC 1227)
2. Probation and parole officers and related occupations (NOC 4155)
3. Community and Social Service Workers (NOC 4212)
4. Police Officers (Except Commissioned) (NOC 4311)
5. Correctional Service Officer (NOC 4422)
6. By-Law Enforcement and Other Regulatory Officers, n.e.c. (NOC 4423)

Furthermore, it was noted by Academica that St. Clair College enjoys a positive reputation in the community and most key interview subjects were more favourably disposed to the program knowing that the proposal was coming from St. Clair College. In part, this was due to the reputation the college has for training work-ready graduates. St. Clair College is seen as innovative and willing to blend academic disciplines with strong opportunities for professional development.

STUDENT DEMAND RESEARCH:

Three Ontario Colleges offer degree programs related to the proposed Social Justice and Legal Studies Degree: Humber College; Conestoga College; and Georgian College. Humber's program focuses on the Criminal Justice System, with very few courses on law or advocacy. Conestoga's program in Community and Criminal Justice focuses on the reasons for crime and crime prevention. Georgian's program is focused exclusively on policing. The proposed St. Clair College program has a focus on social justice, advocacy and community capacity building.

Figure 1 below will show the Application and Enrolment for the Humber degree in Bachelor of Applied Arts. Humber has shown a steady increase in enrolment over the last 4 years.

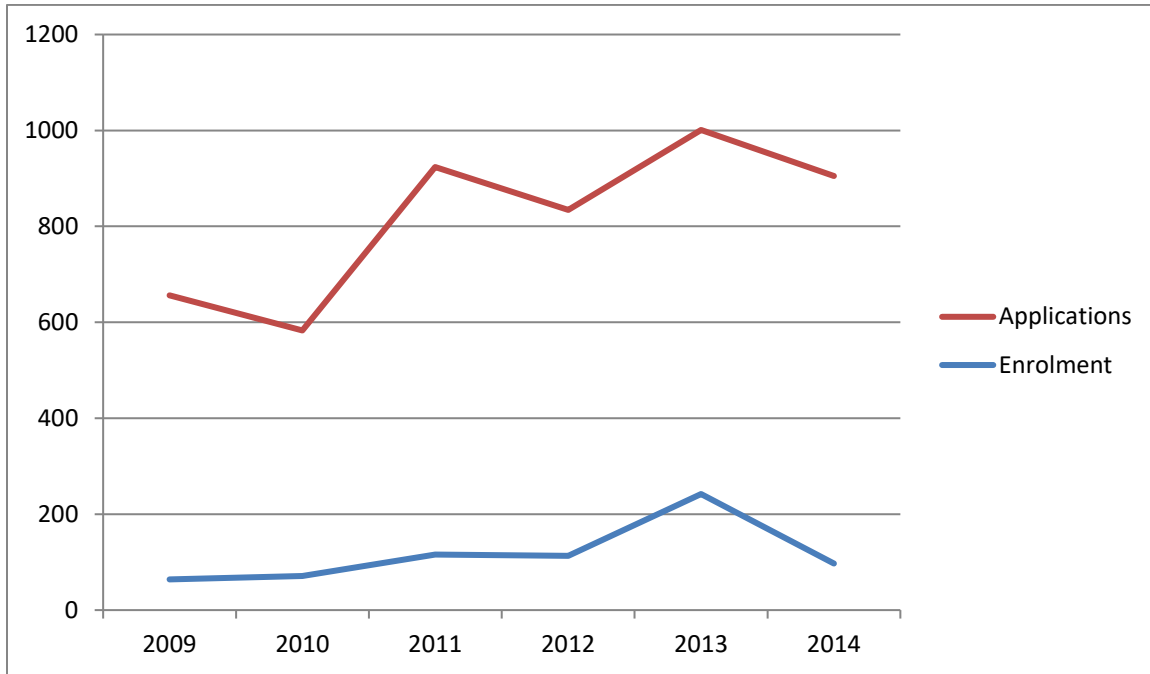


Figure 1. Applications and Enrolment for the Humber Degree in Bachelor of Applied Arts Program

Figure 2 below will show the application and enrolment for the Conestoga degree in Bachelor of Community and Criminal Justice. Conestoga's enrolment has remained steady over the last 5 years.

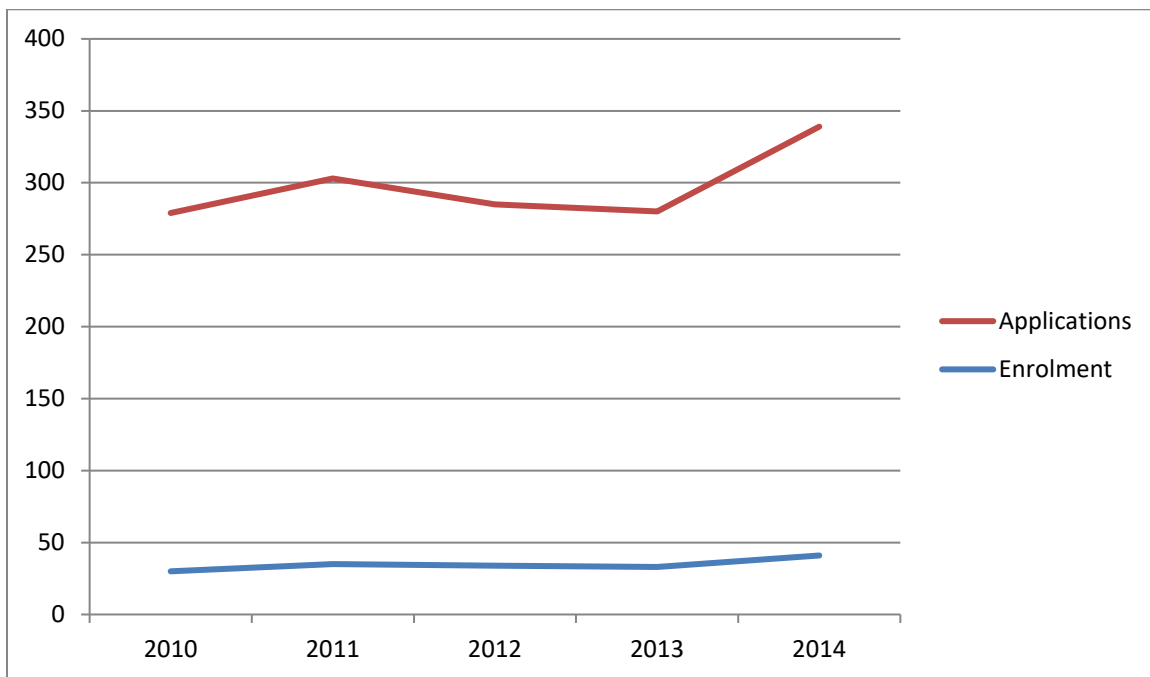


Figure 2. Applications and Enrolment for the Conestoga Degree in Bachelor of Community and Criminal Justice.

Figure 3 will show the applications and enrolment number to Georgian's Police Studies Degree program from 2008 to 2014. Georgian's program averages about 225 applications per year and enrolls 60 to 70 students.

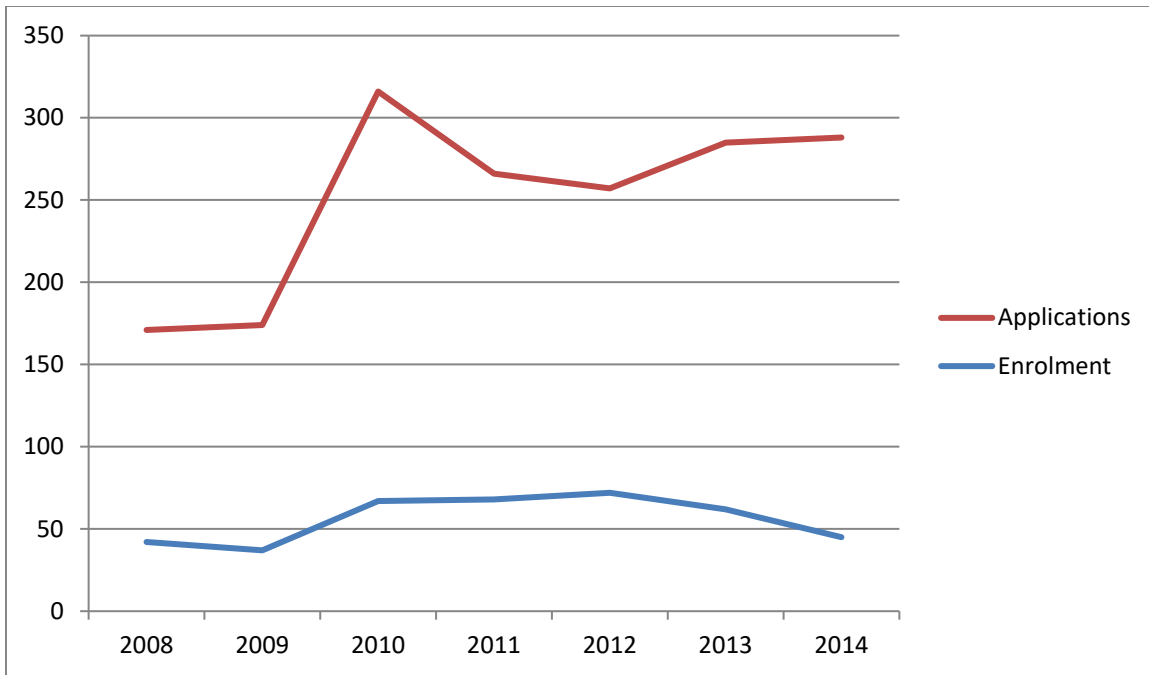


Figure 3. Applications and Enrolment for Georgian's Bachelor of Police Studies.

PROJECTED ENROLMENT (5 Year)

5 year projection	NUMBER OF STUDENTS		
	Domestic	International	Total
Year 1	20		20
Year 2	42		42
Year 3	63		63
Year 4	81		81
Year 5	81		81
Total	287		287

INDUSTRY ENDORSEMENT:

An Ad-Hoc Program Advisory committee has been established and formally endorsed the proposed Bachelor of Applied Arts in Social Justice and Legal Studies program at the July 17th, 2014 meeting. The minutes of that meeting are provided in **APPENDIX A**.

MEETS PROGRAM STANDARDS:

The program learning outcomes and curricula proposed for the Bachelor of Applied Arts in Social Justice and Legal Studies have been mapped to the degree level standards. The development team is confident that the proposed program meets and exceeds all standards and will be approved by MTCU (Ministry of Training Colleges and Universities) and PEQAB (Postsecondary Education Quality Assessment Board).

MEETS REQUIREMENTS OF REGULATORY BODY:

There are no regulatory bodies from which to seek approval.

FINANCIAL IMPACT:

See attached budget in **APPENDIX D**. The budget shows a net contribution over years 1 – 5 of \$415,076.00 with a 35% contribution margin taken into account.

RECOMMENDATION:

IT IS RECOMMENDED THAT the Board approves the request for a Bachelor of Applied Arts in Social Justice and Legal Studies program commencing in September 2017.

APPENDIX A

St. Clair College of Applied Arts and Technology

Minutes of College Advisory Committee Meeting

Program Code:	Program Name:
N/A	Bachelor of Legal & Justice Studies Degree Program (Pre-PAC) <i>*Name Changed to Bachelor of Social Justice & Legal Studies during the PAC meeting</i>
Current Meeting Date:	Thursday, July 17, 2014
Meeting Place:	Port of Windsor Room, SCCCA
Previous Meeting Date:	N/A
Next Meeting Date:	TBA based on when the Ministry responds to the application
Recording Secretary:	Paula Corro-Battagello

College policy 1.1.4 requires meetings to be held no less than once every 12 months

Voting Members	Organization	Attendance	Term	Conflicts
Skip Graham	St Leonard's House, Windsor	Present	Compliant	No
Marcela Diaz	Multicultural Council of Windsor Essex	Present	Compliant	No
Maril Reaume	Brentwood Recovery Home	Present	Compliant	No
Melisa Larue	Windsor Workers Education Centre	Present	Compliant	No
John Elliott	Sandwich Teen Action Group	Present	Compliant	No
Stephanie Keyes	John Howard Society of Windsor- Essex	Present	Compliant	No
Joanna Conrad	Windsor-Essex County Diversion Program	Present	Compliant	No
Colleen Mitchell	Self employed	Present	Compliant	No
Joyce Zuk	Family Services Windsor-Essex	Present	Compliant	No
Katie Knight	Direct Accountability Program-St. Leonard's	Present	Compliant	No
David LaBerge	Retired	Present	Compliant	No
Kieran McKenzie	Member's Assistant, Brian Masse MP	Present	Compliant	No
Kevin Pinsonneault	Windsor-Essex Bilingual Legal Clinic	Regrets	Compliant	No
Stephanie Robinson	Hotel-Dieu Grace Health Care-RCC	Regrets	Compliant	No
Mary-Ann Stevens	Legal Aid Ontario	Regrets	Compliant	No

Kathleen Thomas	Multicultural Council of Windsor Essex	Regrets	Compliant	No
Anna Angelidis	Labour Sponsored Community Development	Regrets	Compliant	No
<i>College policy 1.1.4 provides for member terms of 2 years. A member's term can be extended with permission of the Chair and completion of the Advisory Committee Reappointment Form (policy 1.1.4 page 4). The meeting should start with a review of member terms. In the event a member's term exceeds that allowed by the policy steps should be taken to correct this at the commencement of the meeting. If this is not corrected at the meeting an Action Plan should be part of the Minutes requiring terms to be corrected.</i>				
<i>Voting members are independent members of the community that do not have a direct connection with the program. Full time faculty and part time instructors are not eligible to be voting members.</i>				
Are voting members satisfied that current membership is representative of the community? If "no" an Action Plan should be created to expand committee membership.				Yes
Are there sufficient voting members present to constitute a quorum?				Yes
<i>Policy 1.1.3 defines a quorum as 50% of the membership + 1. If there is not a quorum of voting members the meeting can continue as a discussion group only. Committee motions cannot be put forward for a vote without a quorum.</i>				
Non-Voting Members	Organization	Attendance	Conflicts	
Lorna McCormack	Chair, School of Media, Art & Design-SCC	Present	No	
Elizabeth Strutt-MacLeod	Professor/Coordinator, St. Clair College	Present	No	
Joann Green	Director of Strategic Planning, St. Clair College	Present	No	
John Cappucci	Degree Program Consultant, St. Clair College	Present	No	

PAC Meeting General Information

Policy 1.1.3 requires voting members to assist the college with recommendations on any of the following items:

- 1. Monitoring and review all aspects of programs and college services;***
- 2. Identifying future training or service needs;***
- 3. Specifying the knowledge and skill competencies required by employers;***
- 4. Suggesting appropriate facilities and equipment;***
- 5. Recommending curriculum or program changes;***
- 6. Providing appropriate on-the-job experiences for students;***
- 7. Reacting to system, program and curriculum issues;***
- 8. Recruiting students and assisting them to succeed.***

The Chair of meeting should be a voting member.

The role of non-voting members is to provide necessary program data and information to voting PAC members.

PAC discussions should be summarized in these Minutes. Any major action recommended by voting members should be in the form of a motion which is voted upon. Motions should be clearly stated in the Minutes together with vote results.

It is the role of the School Chair and faculty to review PAC recommendations to determine what suggestions require action. Minor suggestions requiring minimal faculty response should be noted but do not require a detailed Action Plan. In the case of major suggestions a detailed Action Plan should be prepared and noted in these Minutes in the appropriate column.

Item #	Agenda Topic and Discussion	Action Required
1.0	<p>Introductions</p> <p>Lorna and Liz welcomed and thanked everyone for their time. Introductions were made.</p>	
2.0	<p>Review the Purpose of A Program Advisory Committee</p> <p>Input from PAC meetings benefits the students, the faculty and the people from industry who will be hiring graduates. Input from people in the industry is very important to the programs. PAC members are the link between the College and the community. There is also a link between the College and the community for student work placements. The PAC member's role in regards to the Degree application is crucial because the College cannot move forward with the submission to the Ministry without their support.</p>	
3.0	<p>Go forward basis: PAC and election of a Chair</p> <p>Nomination forms were distributed, completed and collected by Paula. A motion was made to accept the agenda by Skip Graham and seconded by Colleen Mitchell. With everyone present in favour, the agenda was adopted as distributed. Katie Knight was nominated to Chair the Legal & Justice Studies PAC Committee. The nomination was seconded by Maril Reaume. With Katie Knight and all members present in favour, Katie Knight will be the Chair of the Legal & Justice Studies PAC Committee.</p>	
4.0	<p>New Business</p> <p>4.1 Introduction of the Proposed Degree: Abstract</p> <p>The proposed Degree abstract was distributed for review. It is based on 3 pillars. They are the foundation of law, social justice and advocacy.</p> <p>4.1.1 Feedback from the Community and Modifications</p>	

	<p>The proposed Degree program abstract was revised based on PAC input. A motion was made by Colleen Mitchell and seconded by Katie Knight to accept the program abstract as amended. With everyone in favour, the program abstract was adopted as amended.</p> <p>Following a discussion regarding the title of the program, a motion was made by Marcela Diaz and seconded by Maril Reaume to change the name of the program to a Bachelor of Social Justice and Legal Studies. With everyone present in favour, the new title of the degree will be Bachelor of Social Justice and Legal Studies.</p> <p>4.2 The Program Quality Assessment Board</p> <p>Joann Green explained that the process is much more rigorous to colleges granting degrees than to universities granting degrees. It is a very lengthy process. The program must include 8 semesters of on-campus studies and a separate work term of 14 weeks, or at minimum 420 hours of related professional experience. The consent process and the characteristics that the curriculum of an Ontario college degree program is shaped by were explained. Joann stated that the program must be supported by the community, and that PAC member support is needed to submit the application.</p> <p>4.3 Difference between Degrees and Diplomas</p> <p>The difference between degrees and diplomas is the level of learning. It is a more analytical/critical/independent thinking the higher the education goes. At a higher level of learning you are expected to develop and implement, rather than just read and understand.</p> <p>This is a 4-year Honours Degree program. The admission requirements are the same as those needed to get into a university. The advantage of this program is the work integrated learning/practical skills. This is a unique program. St. Clair College currently does not have any degree programs, but is working on 5 of them at this time.</p> <p>4.4 Program Level Outcomes</p> <p>Revisions to the program outcomes were made during the meeting based on PAC input. These changes will be emailed to the PAC members.</p> <p>4.5 Proposed Course Offerings and Timetable</p>	<p>The program abstract revisions will be emailed to the PAC members by Liz/Paula.</p> <p>Liz/Paula will email the revised program outcomes and revised timetable to the PAC members.</p>
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Revisions to the timetable were made during the meeting based on PAC input. These changes will be emailed to the PAC members.

4.6 Bridging in Related Programs

This program allows bridging with the Paralegal Accelerated/ Direct Entry program and some bridging with the Community Justice Services program. Thus, within 5 years a student could graduate with both a degree and a diploma.

4.7 Discussion of the 14 week Work Placement

Students must complete a mandatory 14-week (420 Hrs.) of Work Integrated Learning to qualify for graduation. Students must have completed the previous six semesters and must be in good standing to be eligible to participate in the internship.

4.8 Review of breadth courses

Required- Non Core Breadth

- Academic Writing (Fall)
 - Organizational Behaviour (Winter)
 - Statistics (Winter)
 - Leadership (Winter)
 - Models of Community Wellness (Winter)
 - Accounting for Community Based Agencies (Fall)
 - Professional and Career Development (Winter)
- Students will also choose 2 electives (Non-Core Breadth)

4.9 Challenges of marketing St. Clair College Degrees

Challenges include:

- High Schools
- College
- Other Universities
- New perception-difficult for people to embrace a 4-year Honors Degree from a college
- The population is declining in this area
- International Market

Benefits include:

	<ul style="list-style-type: none"> • Small student-teacher ratio College • Small classes-Target enrolment would be 40 students • Work Integrated Learning/Work placements • Students will have a skill set when they graduate • Interdisciplinary studies degree • Unique program-different than anything else out there <p>4.10 Possible community partnerships?</p> <p>4.10.1- For program delivery</p> <p>4.10.2-For Coop placements</p> <p>Possible partnerships include:</p> <ul style="list-style-type: none"> • Community Based Government Organizations • Not for Profit Agencies and Organizations • Institutional Government Organizations • Service Agencies and Organizations <p>Although the PAC members are satisfied that the current membership is representative of the community, they would suggest people from the following areas as potential PAC members for the future should more PAC members be needed:</p> <ul style="list-style-type: none"> • Windsor Essex Economic Development Cooperation • Corrections • Probations • Workforce Windsor Essex • MPP Office 	<p>Liz will reach out to the suggested PAC members before the next PAC meeting if needed.</p>
5.0	<p>Scheduling of Next Meeting</p> <p>The next meeting will be scheduled once the College hears back from the Ministry. Unfortunately, it is not known how long that will take.</p>	<p>Paula will send out a meeting invitation once the College receives feedback from the Ministry.</p>
6.0	<p>Adjournment</p> <p>Prior to adjournment, Joyce Zuk moved that the Program Advisory Committee fully support the Social Justice and Legal Studies Degree program’s proposal to the Postsecondary Education Quality Assessment Board (PEQAB). This motion was seconded by Skip Graham. With all members in favour, the motion was carried.</p>	

	<p>Joyce Zuk also moved that the Program Advisory Committee fully support the Social Justice and Legal Studies Degree program’s decision to include an internship component and when able endeavour to provide students with work integrated learning experience in our respective organizations. This motion was seconded by Katie Knight. With all members in favour, the motion was carried.</p> <p>A motion to adjourn was made by Skip Graham and seconded by Joanna Conrad. With everyone present in favour, the meeting adjourned at 7:50p.m.</p>	
Item #	Details of Program Action Plans	Action Plan Evaluation
4.1, 4.4 & 4.5	The revised Program Abstract, Learning Outcomes & Timetable were emailed the PAC members on Friday, July 18, 2014.	
4.10.2	Liz will reach out to the suggested PAC members before the next PAC meeting if more members are needed.	
5.0	Paula will send out a meeting invitation once the College receives feedback from the Ministry to share with the PAC members.	

Minutes of College Advisory Committee Meeting

Program Code:	Program Name:
N/A	Bachelor of Social Justice and Legal Studies Degree Program (Pre-PAC) <i>*Name Changed to Bachelor of Arts in Social Justice & Legal Studies during the PAC meeting</i>
Current Meeting Date:	Thursday, September 11, 2014
Meeting Place:	Port of Windsor Room, SCCCA
Previous Meeting Date:	July 17, 2014
Next Meeting Date:	TBA based on when the Ministry responds to the application
Recording Secretary:	Paula Corro-Battagello

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Anna Angelidis	Labour Sponsored Community Development	Present	Compliant	No
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Stephanie Keyes	John Howard Society of Windsor-Essex	Present	Compliant	No
Mary-Ann Stevens	Legal Aid Ontario	Present	Compliant	No
Dan Fantetti	LaSalle Police Service	Present via teleconference	Compliant	No
Kieran McKenzie	Member's Assistant, Brian Masse MP	Present via teleconference	Compliant	No
Joanna Conrad	Windsor-Essex County Diversion Program	Regrets	Compliant	No
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Are there sufficient voting members present to constitute a quorum?				Yes
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Lorna McCormack	Chair, School of Media, Art & Design-SCC	Present	No	
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PAC Meeting General Information

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- 10. Identifying future training or service needs;***
- 11. Specifying the knowledge and skill competencies required by employers;***
- 12. Suggesting appropriate facilities and equipment;***
- 13. Recommending curriculum or program changes;***
- 14. Providing appropriate on-the-job experiences for students;***
- 15. Reacting to system, program and curriculum issues;***
- 16. Recruiting students and assisting them to succeed.***

The Chair of meeting should be a voting member.

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Item #	Agenda Topic and Discussion	Action Required
1.0	<p>Welcome Lorna and Liz welcomed and thanked everyone for their time. Introductions were made.</p>	
2.0	<p>New Business</p> <p>2.1 General Update on Degree Submission All the course outlines should be done by the end of September. The hope is to present the proposal to the St. Clair College Board of Governors in November, then send the application to the Ministry once there is Board approval.</p> <p>i. Announcement of Updated Program Name The name of the program was changed to a Bachelor of Social Justice and Legal Studies at the last Pre-PAC meeting; however, it has since been decided to call it a Bachelor of Arts in Social Justice and Legal Studies (adding of Arts in).</p> <p>ii. Review of Updated Program Outcomes “Incorporate qualitative and quantitative analysis and research with critical thinking and problem solving skills to address social, political and legal needs” was added as number 14 to the program learning outcomes. The “Criminology” class was moved into semester 3, and the “Race, Class, Gender and Social Inequality” class was moved into semester 2. “Leadership Foundations” and “Socio-Legal Approaches for Advancing Interests” were courses added to semester 8.</p>	

Based on PAC input, the title “Socio-Legal Approaches for Advancing Interests” can be changed should a better title be found.
The summary report from Academia fully supports this proposal, establishes that there is definitely a market for this unique Degree, and that there are many bridging opportunities.
An Executive Summary was distributed at the meeting.

2.2 Motion to Support Amendment to Program Name As Initially Proposed

A motion was made by Katie Knight and seconded by Melisa Larue to change the name of the program to a Bachelor of Arts in Social Justice and Legal Studies. With everyone present in favour, it was moved that the Bachelor of Arts in Social Justice and Legal Studies pre-Program Advisory Committee endorses the revised name of the proposed degree to read as Bachelor of Arts in Social Justice and Legal Studies.

2.3 Motion to Confirm Currency of Curriculum and Relevance to the Field(s) of Practice and to Endorse the Program As Represented in the Application

The following motion was made by Katie Knight, “As experts in the field external to St Clair College of Applied Arts and Technology and as representatives from industry and professional associations, it is moved that we as members of the pre-Program Advisory Committee have reviewed the program outcomes and the curriculum as generally presented for the Bachelor of Arts in Social Justice and Legal Studies, and support the need for this program in the community. The committee further confirms the currency of the curriculum and that the program meets or exceeds the requirements of fields related to advocating for social justice, human rights and community capacity building and as such endorses the program as represented in the application to the Postsecondary Quality Assessment Board” and seconded by Skip Graham. With all members in favour, the motion was carried.

	<p>2.4 Motion to present for Approval to the Senior Operating Committee and the Board of Governors</p> <p>Katie Knight made a motion that the proposed Bachelor of Arts in Social Justice and Legal Studies degree program be presented for approval to the Senior Operating Committee and or Group and to the Board of Governors. This motion was seconded by Ann Angelidis. With all members in favour, the motion was carried.</p>	
3.0	<p>Scheduling of Next Meeting</p> <p>The Degree proposal will go to the St. Clair College Board of Governors in November. The next meeting will be scheduled once the College hears back from the Ministry. Unfortunately, it is not known how long that will take; however, updates will be provided as needed.</p>	
4.0	<p>Adjournment</p> <p>A motion to adjourn was made by Katie Knight and seconded by Mary Ann Stevens. With everyone present in favour, the meeting adjourned at 5:45p.m.</p>	
Item #	Details of Program Action Plans	Action Plan Evaluation

		APPENDIX D -				
<u>Social Justice and Legal Degree</u>						
		Year 1	Year 2	Year 3	Year 4	Year 5
Enrolment						
	AAL 1	20	20	20	20	20
	AAL 2	16	16	16	16	16
	AAL 3 **		22	22	22	22
	AAL 4		21	21	21	21
	AAL 5			21	21	21
	AAL 6			20	20	20
	AAL 7 No tuition poss co-op fee					
	AAL 8			0	19	19
	AAL 9			0	18	18
	Total	36	79	120	157	157
Revenue:						
	Tuition per semester (1)	\$4,006	\$4,006	\$4,006	\$4,006	\$4,006
	# of Students	36	79	120	157	157
	Tuition Revenue	A \$144,216	\$316,474	\$480,720	\$628,942	\$628,942
	Deemed Grant per funding unit (2)	\$5,600	\$5,600	\$5,600	\$5,600	\$5,600
	FTE's	0.00	6.63	21.18	43.28	62.25
	Grant Revenue	B \$0	\$37,128	\$118,603	\$242,363	\$348,591
	Total Revenue (A + B)	\$144,216	\$353,602	\$599,323	\$871,305	\$977,533
Expenditures:						
	Teaching costs	\$110,196	\$149,976	\$245,976	\$285,491	\$349,667
	Support staff (4)	-	-	60,000	61,200	62,424
	Support staff fringe benefits (@23%)	-	-	13,800	14,076	14,358
	Instructional supplies	6,000	6,000	6,000	6,000	6,000
	Professional Development	5,000	5,000	5,000	5,000	5,000
	Start up & marketing	20,000	10,000	10,000		
		141,196	170,976	340,776	371,767	437,448
	Overhead (3)	50,476	123,761	209,763	304,957	342,136
	Expenditures & Overhead	\$191,672	\$294,737	\$550,539	\$676,724	\$779,585
	Net Contribution	(\$47,456)	\$58,865	\$48,784	\$194,582	\$197,948
	Net Present Value (@2%) Yr 1-5	\$415,076				
Notes:						
1	Tuition is assumed to grow 0% / year.					
2	Grant is assumed to grow 0% / year.					
3	Overhead is 35% of operating revenues					
4	Support person for work integrated learning coordinator					
**	Intake from bridging program into year 2					
	bridging in from paralegal and community justice					

Program Budget

Name of program: **Social Justice and Legal Studies Degree**

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8
Enrolment:								
AAL 1	20	20	20	20	20	20	20	20
AAL 2	16	16	16	16	16	16	16	16
AAL 3 (5)		22	22	22	22	22	22	22
AAL 4		21	21	21	21	21	21	21
AAL 5			21	21	21	21	21	21
AAL 6			20	20	20	20	20	20
AAL 7 (4)								
AAL 8			-	19	19	19	19	19
AAL 9			-	18	18	18	18	18
Total Student Enrolment	36	79	120	157	157	157	157	157

Revenue:

Tuition per semester (1)		\$2,900	\$2,900	\$2,987	\$3,076	\$3,169	\$3,264	\$3,362	\$3,463
# of Students		36	79	120	157	157	157	157	157
Total Tuition Revenue	A	\$104,393	\$229,084	\$358,415	\$482,994	\$497,484	\$512,409	\$527,781	\$543,615
Deemed Grant per Funding Unit (2)		\$4,150	\$4,150	\$4,150	\$4,150	\$4,150	\$4,150	\$4,150	\$4,150
FTE's		0.00	0.00	5.38	17.19	35.13	53.21	64.87	70.40
Total Grant Revenue	B	\$0	\$0	\$22,332	\$71,339	\$145,780	\$220,841	\$269,227	\$292,179
Total Revenue (A + B)		\$104,393	\$229,084	\$380,747	\$554,333	\$643,264	\$733,249	\$797,008	\$835,794

Expenditures:

Teaching Costs

Total FT Professor Costs (6)		\$96,000	\$97,920	\$195,878	\$199,796	\$299,792	\$305,788	\$311,903	\$318,142
Total PT Teaching Costs		\$9,548	\$54,591	\$55,668	\$98,778	\$62,648	\$63,885	\$65,148	\$66,436
Total FT Support Costs (3)		-	-	73,800	75,276	76,782	78,317	79,883	81,481
Coordinator Costs		\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
Total Teaching Costs		\$110,548	\$157,511	\$330,346	\$378,850	\$444,221	\$452,990	\$461,935	\$471,059

Start Up Costs

Instructional Supplies		\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000
Professional Development		\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
Start up and Marketing		\$20,000	\$10,000	\$10,000					
Total Start Up Costs		\$31,000	\$21,000	\$21,000	\$11,000	\$11,000	\$11,000	\$11,000	\$11,000

Total Expenditures		\$141,548	\$178,511	\$351,346	\$389,850	\$455,221	\$463,990	\$472,935	\$482,059
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Contribution Margin (40%)		\$41,757	\$91,634	\$152,299	\$221,733	\$257,306	\$293,300	\$318,803	\$334,318
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Expenditures & Contribution Margin		\$183,305	\$270,144	\$503,645	\$611,583	\$712,527	\$757,290	\$791,738	\$816,376
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Net Difference		(\$78,912)	(\$41,060)	(\$122,897)	(\$57,250)	(\$69,263)	(\$24,041)	\$5,270	\$19,418
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Net Present Value (@2%) Yr 1-8 **(\$348,449)**

Notes:

- Year 1 (2019-20) tuition = 2018-19 tuition of \$3,222 less 10%. Tuition frozen in Year 2 (2020-21). Tuition is assumed to grow at 3% / year thereafter. Year 1 tuition is based on a comparable program within our catchment area.
- Grant is assumed to grow 0% / year.
- Support staff for work integrated learning coordinator.
- No tuition - possible co-op fee
- Intake from bridging program into Year 2. Bridging in from Paralegal and Community Justice.
- Year 1 FT faculty is a reallocation. Net new FT faculty in years 3 and 5.



ST. CLAIR

COLLEGE

TO: THE BOARD OF GOVERNORS

FROM: PATRICIA FRANCE, PRESIDENT

DATE: FEBRUARY 26, 2019

RE: FOUNDATION INVESTMENT MANAGEMENT SERVICES

SECTOR: FINANCE
MARC JONES, VICE PRESIDENT & CHIEF FINANCIAL OFFICER

AIM:

To provide the Board with a report on the appointment of RBC Wealth Management Dominion Securities (“RBC”) as the St. Clair College Foundation’s (“Foundation”) investment services manager.

BACKGROUND:

It is the practice of the Foundation to review its investment management services every five (5) years by conducting an open competitive procurement (Request for Proposal). This process gives qualified firms an opportunity to present proposals for investment management services. The Foundation’s current investment management services contract with RBC expires March 31, 2019.

Finance issued a Request for Proposal and fifteen (15) firms submitted a proposal. A comprehensive review process, consisting of College and Foundation representatives occurred, and two (2) firms, RBC and Foyston, Gordon & Payne were short-listed. Through the short-list evaluation process, RBC was selected as the preferred firm.

On February 4, 2019, the Foundation Board of Directors approved the appointment of RBC as the Foundation’s investment services manager for a term of five (5) years commencing April 1, 2019 ending March 31, 2024.

RECOMMENDATION:

IT IS RECOMMENDED THAT the Board of Governors receive the report pertaining to the Foundation’s appointment of RBC as its investment services manager.



ST. CLAIR

C O L L E G E

TO: BOARD OF GOVERNORS

FROM: PATRICIA FRANCE, PRESIDENT

DATE: FEBRUARY 26, 2019

RE: PROGRAM ADVISORY COMMITTEES

SECTOR: WASEEM HABASH, VICE PRESIDENT, ACADEMIC

AIM:

To provide a report to the Board of Governors on Program Advisory Committee (PAC) activities for the 2017 – 2018 academic year.

BACKGROUND:

In keeping with the Colleges of Applied Arts and Technology Policy Framework, Program Advisory Committees are mandated under the Ministry's Binding Policy Directive, "Framework for Programs of Instruction". In addition, PACs are instrumental to the College in ensuring that the College's academic programs remain relevant and up-to-date with industry, business, and the needs of the community. PACs also serve as advisors on admissions, graduate requirements, and program equipment.

The committee memberships consists of individuals from within the community who have vocational or academic experience and knowledge that enables them to best advise the College on matters relevant to the programs and services.

RECOMMENDATION:

IT IS RECOMMENDED THAT the Board receive the annual summary report on the Program Advisory Committees active at St. Clair College, for information.



Program Advisory Committee (PAC) Report Executive Summary 2017 – 2018

St. Clair College has a total of 125 academic programs, including apprenticeship and Ministry-funded programs, for example ACE and LBS.

A total of 78 Program Advisory Committees exist to support the entire program offerings at St. Clair College.

Forty-three programs have stand-alone Program Advisory Committees, while the remainder of the programs have combined Advisory Committees due to similarity of vocations.

In 2017 – 2018, the College experienced a work stoppage, which impacted the duration in which meetings could take place. That being said, all programs met the obligation of a minimum of one meeting per year, except for:

- B012 – Business – Marketing/B009 – Business Administration – Marketing – The PAC met on September 24, 2018.
- T860 – Computer Systems Technician – Networking/T861 – Computer Systems Technology – Networking – The PAC met on February 12, 2019.
- B948 – Internet Applications and Web Development – Program suspended.
- B990 – Mobile Applications Development – The PAC met on February 22, 2019.
- B891 – Office Administration – Legal – Program to be suspended.
- A872 – Entertainment Technology – Program suspended.

A total of 86 PAC meetings were held across all programs during the 2017 – 2018 academic year. Twelve Program Advisory Committees met more than once during this period.

The 2017 – 2018 PAC Meeting Schedule is attached. The list of PAC members can be found on the Board of Governors' portal.

Meeting Date	Minutes Rec'd	Meeting Date	Minutes Rec'd	Meeting Date	Minutes Rec'd	Meeting Date	Minutes Rec'd
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School of Academic Studies

1	K972 Academic and Career Entrance/Literacy Basic Skills (LBS) - Chatham	18-Jan-2018	Yes				
2	K200 Developmental Services Worker / K824 Developmental Services Worker Acc.	23-Nov-2017	Yes	5-Apr-2018	Yes		
3	K240 Early Childhood Education	11-Oct-2017	Yes	11-Apr-2018	Yes		
4	K766 Powerline	29-Nov-2017	Yes	12-Apr-2018	Yes		
5	K813 Protection, Security & Investigation / K919 Police Foundations	12-Oct-2017	Yes	22-Mar-2018	Yes		
6	K384 Social Service Worker - Gerontology	12-Oct-2017	Yes	8-Mar-2018	Yes		
7	K789 Sustainable Energy/K788 Electrical Engineering Technician	11-Oct-2017	Yes	21-Feb-2018	Yes		

School of Business & IT

1	B010/K150 Business - Accounting / B007/K007 Business Admin - Accounting/K600 Business	23-Jan-18	Yes				
2	B851 Business Administration - Finance	28-Aug-18	Yes				
3	B880 Business Administration - Human Resources	26-Apr-18	Yes				
4	B012 Business - Marketing / B009 Business Administration - Marketing						
5	T860 Computer Systems Technician - Networking / T861 Computer Systems Technology - Networking						
6	B839 Freight Forwarding and Logistics	22-Feb-18	Yes				
7	B989 International Trade Management / B892 Business Administration - International	29-Mar-18	Yes				
8	B948 Internet Applications and Web Development - Program Suspended						
9	B990 Mobile Applications Development						
10	B226 Office Admin - General / B227/K231 Office Admin - Executive	7-Aug-18	Yes				
11	B228/K238 Office Admin - Health Services	10-Aug-18	Yes				
12	B891 Office Admin - Legal - Program suspended.						
13	B904 Sport and Recreation Management	5-Apr-18	Yes				

School of Community Studies

1	C772 ACE/LBS	26-Sep-2017	Yes	1-Feb-2018	Yes	19-Apr-2018	Yes	14-Jun-2018	Yes
2	B935 Autism and Behavioural Science	3-May-2018	Yes						
3	B961/K967 Border Services	5-Apr-2018	Yes						
4	B992 Child and Youth Care/K994 Child and Youth Care - Accelerated	17-Apr-2018	Yes						
5	C365 CICE	27-Mar-2018	Yes						
6	B603 Community & Justice Services	7-Jun-2018	Yes						
7	B101 Early Childhood Education / B820 Early Childhood Education Accelerated / B846 Concurrent Early Childhood Education	1-May-2018	Yes						
8	B899 Educational Support	6-Jun-2018	Yes						
9	C623 Liberal Arts / C862 General Arts and Science	4-May-2018	Yes						
10	B897 Paralegal / B959 Paralegal Acc.	22-Mar-2018	Yes						
11	B819 Police Foundations / B803 Protection, Security & Investigation	26-Apr-2018	Yes						
12	B895 Social Service Worker - Gerontology	11-May-2018	Yes						

School of Engineering Technologies

1	T020 Architectural Technology	23-May-2018	Yes				
2	T755 Biomedical Engineering Technology - Equipment and Devices	16-May-2018	Yes				
3	T836 Chemistry Laboratory Technology	21-Feb-2018	Yes				
4	T154 Civil Engineering Technology / T036 Construction Engineering Technician	7-Mar-2018	Yes				
5	T974 Electromechanical Engineering Technician - Robotics	20-Jun-2018	Yes				
6	T929 Electronics Engineering Technology - Industrial Automation	30-May-2018	Yes				
7	T146 Interior Design	21-Jun-2018	Yes				
8	T826 Mechanical Engineering Technology - APD	3-Oct-2017	Yes				
9	T855 Mechanical Engineering Technology - Industrial / 433A Millwright	21-Aug-2018	Yes				
10	T867 Mechanical Technician CAD/CAM/429A General Machining/ 430A Tool and Die Maker/431A Mouldmaker	22-Mar-2018	Yes				
11	T941 Power Engineering Technology - Mechanical	6-Jun-2018	Yes				

Meeting Date	Minutes Rec'd	Meeting Date	Minutes Rec'd	Meeting Date	Minutes Rec'd	Meeting Date	Minutes Rec'd
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School of Health Sciences

1	H794 Cardiovascular Technology	6-Mar-2018	Yes	13-Jun-2018	Yes				
2	H915 Dental Assisting / H800 Dental Hygiene	28-Feb-2018	Yes						
3	H796 Diagnostic Medical Sonography	20-Mar-2018	Yes						
4	H879 Fitness and Health Promotion	12-Jun-2018	Yes						
5	H837 Medical Laboratory Science / H299 Medical Laboratory Technician	8-Jan-2018	Yes						
6	K893 OTA/PTA	7-Dec-2017	Yes	10-May-2018	Yes				
7	K940/H840 Paramedic	21-Feb-2018	Yes						
8	H812 Pharmacy Technician	22-Jan-2018	Yes	18-Jun-2018	Yes				
9	H795 Respiratory Therapy	21-Feb-2018	Yes						
10	H258 Veterinary Technician	22-Feb-2018	Yes	7-Jun-2018	Yes				

School of Media, Art & Design

1	B875 Advertising and Marketing Communications Management/B792 Web and Interactive Advertising	8-Mar-2018	Yes						
2	T993 Animation -2D/3D	6-Jun-18	Yes						
3	B935 Culinary Management/415A Cook Apprentice Branch 2	7-May-2018	Yes						
4	A872 Entertainment Technology - <i>Program suspended.</i>								
5	B877 Fashion Design Technician	28-May-2018	Yes						
6	T809 Graphic Design	11-Jun-2018	Yes						
7	B940 Hospitality Management	18-Apr-2018	Yes						
8	B894 Journalism / B882 Media Convergence	9-Apr-2018	Yes						
9	A887 Music Theatre Performance	4-Jun-2018	Yes						
10	B791 Public Relations	26-Apr-2018	Yes						
11	B825 Tourism and Travel	31-May-2018	Yes						

School of Nursing - Chatham

1	K950 Collaborative Nursing / K963 Practical Nursing / K933 Personal Support Worker	6-Jun-2018	Yes						
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School of Nursing - Windsor

1	H850 Collaborative Nursing / H863 Practical Nursing / H932 Personal Support Worker	13-Jun-2018	Yes						
2	C904/K904 Pre-Health Sciences Pathway to Advanced Diplomas and Degrees	18-Jun-2018	Yes						

School of Skilled Trades

1	401 A Brick and Stone Masonry Apprenticeship	6-Jun-2018	Yes						
2	T947/K731 Electrical Techniques	11-Apr-2018	Yes						
3	B912/K946 Esthetician	4-Apr-2018	Yes						
4	T974 Hairstylist / 332A Hairstylist	7-May-2018	Yes						
5	T207 Heating, Refrigeration & Air Conditioning Technician	28-Feb-2018	Yes						
6	T866 Horticulture - Landscaping	20-Mar-2018	Yes						
7	T954 Plumbing Techniques/306A Plumber	12-Feb-2018	Yes	23-Apr-2018	Yes				
8	T876 Pre-Service Firefighter Education and Training	7-Feb-2018	Yes						
9	T858 Truck & Coach Techniques / T167 Motive Power / 310S Auto Service Technician / 310T Truck & Coach Technician	29-May-2018	Yes						
10	T949 Welding Techniques	29-Nov-2017	Yes						
11	T805 Woodworking / T965 Carpentry and Renovation Techniques / 403A General Carpenter	28-Mar-2018	Yes						



ST. CLAIR

C O L L E G E

TO: THE BOARD OF GOVERNORS

FROM: PATRICIA FRANCE, PRESIDENT

DATE: FEBRUARY 26, 2019

**RE: FINANCIAL MONITORING REPORT
FINANCIAL RESULTS FOR THE NINE MONTHS ENDED
DECEMBER 31, 2018**

**SECTOR: FINANCE
MARC JONES, VICE PRESIDENT & CHIEF FINANCIAL OFFICER**

AIM:

To provide the Board with a report on the financial results for the nine months ended December 31, 2018.

BACKGROUND:

It is the practice of St. Clair College to review its expenditure and revenue patterns to ensure that the financial plan is being achieved. To this end, College Administration communicated to the Board of Governors that regular financial reports would be provided.

RECOMMENDATION:

IT IS RECOMMENDED THAT the Board of Governors receive the report on the financial results for the nine months ended December 31, 2018, as information.

ST. CLAIR COLLEGE OF APPLIED ARTS AND TECHNOLOGY

**FINANCIAL MONITORING REPORT
DECEMBER 31, 2018**

**Marc Jones
Vice President, Finance & Chief Financial Officer**

February 26, 2019

FINANCIAL MONITORING REPORT – DECEMBER 31, 2018

EXECUTIVE SUMMARY

The purpose of the Financial Monitoring Report is to provide the Board with an indication of our financial situation as at December 31, 2018 in comparison with the same period of the previous year.

This report includes the Income Statement financial information.

SUMMARY OF REVENUES AND EXPENDITURES - (Schedule 1)

The net surplus at December 31, 2018 of \$38,737,118 is a significant increase from the net surplus noted for the 2017 comparative period of \$24,877,889. The variance is primarily due to the following:

- Revenues: Increase in International Tuition, Investment Income, and International Student Recovery.
- Expenditures: Increase in Salaries and Benefits, particularly Full-Time and Part-Time Faculty, and Contracted Services Other for paid/accrued international agent commissions.

REVENUE - (Schedule 2)

The following highlights the major changes in revenue compared to the interim budget projections and the 2017 comparative period:

- Year-to-date MTCU Operating Grants are trending below the interim budget projection at 66.2% and has decreased over the 2017 comparative period by \$2,786,969 or 8.2% due to the following:
 - Increase in the International Student Recovery due to higher international student enrolment.
- Year-to-date Contract Income is trending below the interim budget projection at 68.7% and has increased over the 2017 comparative period by \$664,266 or 7.7% due to the following:
 - Reversal of the prior year revenue deferral for the School College Work Initiative program.
 - Increase in funding for the Employment Ontario, Youth Job Connection and LBS programs.

Contract income is established based on agreements with the MTCU and other partners. The College anticipates meeting its budget projections. Any shortfalls in contract income will be mostly offset by a decrease in expenditures.

- Total Tuition revenue is trending above the interim budget projection at 103.3% and

- is \$43,522,012 or 94.8% higher than the 2017 comparative period primarily due to the following:
 - Significant increase in International Tuition revenue of \$43,015,545 over the comparative period due to higher student enrolment across all semesters. The current year's "Day 10" enrolment totaled 4,018 students compared to 1,100 students for the comparative period, and a further intake of 685 students is planned for the Winter semester. International Tuition revenue is subject to adjustments for student VISA and immigration denials.
 - Increase in Domestic Tuition revenue of \$381,934 over the comparative period due to lower dismissals/withdrawals. The current year's "Day 10" enrolment totaled 7,615 full-time domestic students compared to 7,975 students for the comparative period. The budget assumption was based on full-time domestic enrolment of 7,600 students at "Day 10".
- Total "Other" income is trending above the interim budget projection at 86.4% and has increased over the 2017 comparative period by \$1,943,535 or 9.5% due to the following:
 - Increase in Investment Income resulting from higher cash and temporary investment balances over the prior year due to cash flows associated with International Tuition revenue.
 - Increase in International Project revenue resulting from higher application fees due to the growth in international student enrolment.
 - Increase in Amortization of Deferred Contributed Capital due the full year impact of amortization of funded capital acquisitions from the prior year.

EXPENDITURES - (Schedule 3)

The following highlights the major changes in expenditures compared to the interim budget projections and the 2017 comparative period:

- Total Salaries & Benefits are below target with the interim budget projection at 69.2%. This is based on part-time salaries being lower than anticipated as it relates to Bill 148.
- Salaries have increased over the 2017 comparative period by \$11,637,864 or 21.8%. The increases are applicable to all salary categories and are primarily due to the following:

- Compensation adjustments due to collective bargaining agreements, Bill 148 and the College re-organization.
- Hiring additional faculty and other part-time staff to accommodate the increased international student enrolment.

It should be noted that the Provincial Government has repealed aspects of Bill 148, and introduced Bill 47, effective January 1, 2019. Administration is closely monitoring the implications from Bill 47.

- Total Non-Salary expenditures are trending slightly lower than the interim budget projections at 72.4%, and have increased by \$17,997,410 or 55.9%. The increase is primarily due to the following:
 - Increase in Contracted Services Other due to paid/accrued international agent commissions from the growth in international student enrolment.
 - Increase in Insurance expense due to the health insurance coverage provided to international students.
 - Increase in amortization expense reflecting the full year impact of amortization of the prior year's capital acquisitions.
- Many expenditures are cyclical and follow the timing associated with the academic year.
- Administration is managing Non-Salary expenditures in order to target the overall expenditures budget.

ANCILLARY OPERATIONS - (Schedule 4 & 4B)

- The total Ancillary Operations surplus is trending higher than the interim budget projections at 174.3% and has increased by \$151,659 or 8.3% over the comparative period due to the following:
 - Increase in the surplus from the Residence due to higher operating revenues.
 - Increase in Varsity Sports surplus due to the timing of receipt of sponsorship revenue from the Student Athletic Association.
 - Decrease in Woodland Hills surplus due to the timing of a lease payment.

Refer to Schedule 4B for a breakdown by Ancillary operation.

SCHEDULE 1

ST. CLAIR COLLEGE
 SUMMARY OF REVENUES AND EXPENDITURES
 FOR THE NINE MONTHS ENDED DECEMBER 31, 2018

	MTCU INTERIM BUDGET <u>(12 months)</u>	A ACTUAL YR-TO-DATE <u>(9 months)</u>	B ACTUAL PRIOR YEAR <u>(9 months)</u>	A - B VARIANCE <u>(9 months)</u>
<u>REVENUE</u>				
Operating Grants	46,599,278	30,849,120	33,636,089	(2,786,969)
Contract Income	13,447,513	9,244,191	8,579,925	664,266
Tuition	86,587,470	89,410,069	45,888,057	43,522,012
Other	25,850,222	22,328,663	20,385,128	1,943,535
Total Operating Revenue	172,484,483	151,832,043	108,489,199	43,342,844
Total Ancillary Revenue	10,298,937	8,795,736	7,963,820	831,916
TOTAL REVENUE	182,783,420	160,627,779	116,453,019	44,174,760
<u>EXPENDITURES</u>				
Salary and Benefits	93,713,703	64,889,380	53,251,516	11,637,864
Non Salary	69,350,420	50,180,515	32,183,105	17,997,410
Ancillary	9,165,891	6,820,766	6,140,509	680,257
TOTAL EXPENDITURES	172,230,014	121,890,661	91,575,130	30,315,531
Total Net Surplus (Deficit)	\$10,553,406	\$38,737,118	\$24,877,889	\$13,859,229

**ST. CLAIR COLLEGE
REVENUES
FOR THE NINE MONTHS ENDED DECEMBER 31, 2018**

	MTCU INTERIM BUDGET <u>(12 months)</u>	A ACTUAL YR-TO-DATE <u>(9 months)</u>	B ACTUAL PRIOR YEAR <u>(9 months)</u>	A - B VARIANCE <u>(9 months)</u>
REVENUE				
Enrollment Based Envelope: See note 1	43,536,584	32,766,257	32,981,281	(215,024)
Differentiation Envelope: See note 2	2,215,621	575,741	575,741	-
Other MTCU Grants and Recoveries: See note 3	847,073	(2,492,878)	79,067	(2,571,945)
Total MTCU Operating Grants	46,599,278	30,849,120	33,636,089	(2,786,969)
Apprenticeship	3,374,004	2,410,467	2,026,618	383,849
Canada Ontario Jobs Grant	662,235	226,035	225,560	475
Employment Ontario	3,560,337	2,611,220	2,292,597	318,623
Youth Job Connection	1,447,132	1,105,289	938,464	166,825
Literacy & Basic Skills	1,401,620	1,074,867	962,100	112,767
School College Work Initiative	1,956,291	965,261	662,180	303,081
Second Career	540,000	540,835	799,832	(258,997)
Other: See note 4	505,894	310,217	672,574	(362,357)
Total Contract Income	13,447,513	9,244,191	8,579,925	664,266
Post Secondary - Domestic	26,500,000	26,982,731	26,600,797	381,934
Post Secondary - International	57,609,470	60,413,178	17,397,633	43,015,545
Continuing Education	2,338,000	1,854,216	1,786,877	67,339
Tuition Short	140,000	159,944	102,750	102,750
Total Tuition	86,587,470	89,410,069	45,888,057	43,522,012
Investment Income	1,800,000	1,147,705	422,408	725,297
Contract Training	528,440	384,987	458,875	(73,888)
International Projects	2,215,697	2,538,400	2,059,529	478,871
Acumen	7,000,000	4,894,097	5,028,762	(134,665)
Other: See note 5	962,674	941,916	844,975	96,941
Technology Access Fee	1,000,000	669,440	502,174	167,266
Divisional Income	7,233,852	6,672,759	6,658,843	13,916
Amortization DCC	5,109,559	5,079,359	4,409,562	669,797
Total Other	25,850,222	22,328,663	20,385,128	1,943,535
				-
Total Revenue Before Ancillary	172,484,483	151,832,043	108,489,199	43,342,844
				-
Ancillary Revenue (Schedule 4)	10,298,937	8,795,736	7,963,820	831,916
Total Revenues	\$182,783,420	\$160,627,779	\$116,453,019	\$44,174,760

**ST. CLAIR COLLEGE
EXPENDITURES
FOR THE NINE MONTHS ENDED DECEMBER 31, 2018**

	MTCU INTERIM BUDGET <u>(12 months)</u>	A ACTUAL YR-TO-DATE <u>(9 months)</u>	B ACTUAL PRIOR YEAR <u>(9 months)</u>	A - B VARIANCE <u>(9 months)</u>
<u>SALARY & BENEFITS</u>				
Administrative : Full-time	6,339,754	4,862,296	4,566,416	295,880
Administrative : Part-time	1,467,214	1,005,408	626,609	378,799
Faculty: Full-time	31,116,737	22,527,234	18,790,737	3,736,497
Faculty : Part-time	17,228,596	10,347,624	6,236,722	4,110,902
Support Staff : Full-time	15,375,046	11,272,375	10,877,933	394,442
Support Staff : Part-time	5,164,953	3,887,249	3,042,153	845,096
Fringe Benefits	17,021,403	10,987,194	9,110,946	1,876,248
Total Salary & Benefits	93,713,703	64,889,380	53,251,516	11,637,864
<u>NON-SALARY EXPENSE</u>				
Advertising & Promotion	2,390,423	1,690,315	1,574,794	115,521
Contracted Cleaning Services	2,772,488	1,852,508	1,772,207	80,301
Contracted Educational Services	1,608,510	602,803	466,851	135,952
Contracted Services Other	16,877,304	15,887,693	2,366,591	13,521,102
Equipment Maintenance & Repairs	2,925,648	1,604,649	1,181,876	422,773
Equipment Rentals	2,618,547	2,268,906	1,892,308	376,598
Instructional Supplies	4,904,328	3,244,251	2,798,248	446,003
Insurance	3,434,000	2,983,157	1,039,082	1,944,075
Janitorial & Maintenance Supplies	686,149	336,884	478,944	(142,060)
Memberships & Dues	599,337	405,888	427,342	(21,454)
Municipal Taxes	693,711	695,690	665,839	29,851
Office Supplies	776,798	448,702	424,395	24,307
Premise Rental	1,482,175	954,947	494,070	460,877
Professional Development	555,056	284,207	355,823	(71,616)
Security Services	1,815,100	849,710	794,328	55,382
Stipends & Allowances	2,108,350	840,962	835,303	5,659
Student Assistance 30% Tuition	1,882,250	1,036,890	1,448,397	(411,507)
Travel	1,298,882	725,619	719,193	6,426
Utilities	5,244,727	3,021,534	3,262,377	(240,843)
Other: See note 6	5,976,637	2,771,863	2,442,550	329,313
Amortization	8,700,000	7,673,337	6,742,587	930,750
Total Non Salary Expense	69,350,420	50,180,515	32,183,105	17,997,410
Total Operating Expenses	163,064,123	115,069,895	85,434,621	29,635,274
Ancillary Expenses (Schedule 4)	9,165,891	6,820,766	6,140,509	680,257
Total Expenditures	\$172,230,014	\$121,890,661	\$91,575,130	\$30,315,531

SCHEDULE 4

ST. CLAIR COLLEGE
 ANCILLARY OPERATIONS
 FOR THE NINE MONTHS ENDED DECEMBER 31, 2018

	MTCU INTERIM BUDGET <u>(12 months)</u>	A ACTUAL YR-TO-DATE <u>(9 months)</u>	B ACTUAL PRIOR YEAR <u>(9 months)</u>	A - B VARIANCE <u>(9 months)</u>
<u>Revenue</u>				
Beverage Supplier	50,000	44,538	39,312	5,226
Bookstore - Windsor & Chatham	300,000	228,316	237,582	(9,266)
Cafeteria - South Campus	30,000	32,014	14,272	17,742
IRCDSS Special Events	125,000	92,627	200,955	(108,328)
Lockers Administration	54,200	46,740	41,855	4,885
Parking Lots	1,608,150	1,354,465	1,092,033	262,432
Residence	2,755,149	1,807,824	1,688,233	119,591
Saints Store	47,000	34,054	9,782	24,272
Green Giants	145,000	171,368	139,393	31,975
St Clair Centre for the Arts	4,019,438	3,702,266	3,489,709	212,557
Sky Volleyball	40,000	103,023	-	103,023
Varsity Sports - Windsor	825,000	886,869	737,578	149,291
Woodland Hills Golf Course	300,000	291,632	273,116	18,516
	10,298,937	8,795,736	7,963,820	831,916
<u>Expenditures</u>				
Bookstore - Windsor & Chatham	-	75	19	56
Cafeteria - South Campus	-	2,551	-	2,551
IRCDSS Special Events	95,000	38,398	148,845	(110,447)
Parking Lots	1,143,185	574,594	235,338	339,256
Residence	2,447,416	1,499,460	1,481,332	18,128
Saints Store	35,000	28,595	20,095	8,500
Green Giants	145,000	166,446	130,505	35,941
St Clair Centre for the Arts	3,892,533	3,202,624	3,033,663	168,961
Sky Volleyball	40,000	87,922	-	87,922
Varsity Sports - Windsor	1,067,757	921,327	895,079	26,248
Woodland Hills Golf Course	300,000	298,774	195,633	103,141
	9,165,891	6,820,766	6,140,509	680,257
Total Net Surplus	\$1,133,046	\$1,974,970	\$1,823,311	\$151,659

ST. CLAIR COLLEGE
ANCILLARY OPERATIONS: SURPLUS / (DEFICIT)
FOR THE NINE MONTHS ENDING DECEMBER 31, 2018

SCHEDULE 4B

	MTCU INTERIM BUDGET \$	ACTUAL YTD \$	ACTUAL PRIOR YTD \$
Beverage Supplier: Revenue	50,000	44,538	39,312
Bookstore - Windsor & Chatham: Revenue	300,000	228,316	237,582
Bookstore - Windsor & Chatham: Expenditures	-	75	19
	300,000	228,241	237,563
Cafeteria - South Campus: Revenue	30,000	32,014	14,272
Cafeteria - South Campus: Expenditures	-	2,551	-
	30,000	29,463	14,272
Lockers Administration: Revenue	54,200	46,740	41,855
IRCDSS Special Events: Revenue	125,000	92,627	200,955
IRCDSS Special Events: Expenditures	95,000	38,398	148,845
	30,000	54,229	52,110
Parking Lots: Revenue	1,608,150	1,354,465	1,092,033
Parking Lots: Expenditures	1,143,185	574,594	235,338
	464,965	779,871	856,695
Residence: Revenue	2,755,149	1,807,824	1,688,233
Residence: Expenditures	2,447,416	1,499,460	1,481,332
	307,733	308,364	206,901
Saints Store: Revenue	47,000	34,054	9,782
Saints Store: Expenditures	35,000	28,595	20,095
	12,000	5,459	(10,313)
Green Giants: Revenues	145,000	171,368	139,393
Green Giants: Expenditures	145,000	166,446	130,505
	-	4,922	8,888
St. Clair Centre for the Arts: Revenue	4,019,438	3,702,266	3,489,709
St. Clair Centre for the Arts: Expenditures	3,892,533	3,202,624	3,033,663
	126,905	499,642	456,046
Sky Volleyball: Revenue	40,000	103,023	-
Sky Volleyball: Expenditures	40,000	87,922	-
	-	15,101	-
Varsity Sports - Windsor: Revenue	825,000	886,869	737,578
Varsity Sports - Windsor: Expenditures	1,067,757	921,327	895,079
	(242,757)	(34,458)	(157,501)
Woodland Hills Golf Course: Revenue	300,000	291,632	273,116
Woodland Hills Golf Course: Expenditures	300,000	298,774	195,633
	-	(7,142)	77,483
Total Revenue	10,298,937	8,795,736	7,963,820
Total Expenditures	9,165,891	6,820,766	6,140,509
Surplus	1,133,046	1,974,970	1,823,311

Notes: Revenues & Expenditures

Note 1 **REVENUE: Enrollment Based Envelope**

Operating Grant - Base Funding
Clinical Education

Note 2 **REVENUE: Differentiation Envelope**

GPOG Holdback
Performance Funding (KPI)

Note 3 **REVENUE: Other MTCU Grants**

Accessibility Funding for Disabled Students
Collaborative Nursing
International Student Recovery
Municipal Taxes
Mental Health Worker and Services
One-Time Funding
Support Programs and Students

Note 4 **REVENUE: Other**

Aboriginal Counselor
Experience Ontario
Reporting Entities Project
Women Campus Safety
WSIB
Career Ready Fund
Youth Job Link

Note 5 **REVENUE: Other**

Apprenticeship Classroom Fees
Graduation Fees
Miscellaneous Income
Termination Gratuity Fees
Unrestricted Donations
CT In-Service Teacher Training

Notes: Revenues & Expenditures (continued)

Note 6 EXPENDITURES: Other

- Audit Fees
- Bad Debt Expense
- Bank Charges
- Building Repairs & Maintenance
- Capital Non-Depreciable
- College Compensation & Appointments Council
- Field Studies
- Food Service
- Grounds Maintenance
- Learning Resource Material
- Long-Term Debt - Interest
- Postage
- Professional Fees
- Staff Employment
- Student Scholarships: International & Athletics
- Support Allowances
- Telephone
- Vehicle Expenses



TO: BOARD OF GOVERNORS
FROM: PATTI FRANCE, PRESIDENT
DATE: FEBRUARY 26, 2019
RE: STRATEGIC DIRECTIONS APRIL 1, 2019 – MARCH 31, 2020
SECTOR: ALL – SENIOR OPERATIONS GROUP

AIM

To obtain Board of Governors approval for the Strategic Directions, April 1, 2019 – March 31, 2020.

BACKGROUND

The Strategic Directions align the six pillars of the College; Academic, Students, Communities, Human Resources, Facilities and Financial, with the foundational principles; Mission, Vision and Values to achieve the goal of making St. Clair a “Destination College”.

At the Board of Governors Planning Session in November 2018, the President provided a presentation outlining the strategic considerations and operational focuses of St. Clair College. The updated Strategic Directions would be effective for one year as the College moves forward to developing a three year plan that aligns with the Strategic Mandate Agreement 3 (SMA3).

Administration slightly modified the wording or measurable of the Strategic Directions for consideration, based on feedback received at the Board Retreat and from College Administration. The revised Strategic Directions for the period April 1, 2019 to March 31, 2020 are attached.

RECOMMENDATION

IT IS RECOMMENDED THAT the Board of Governors approve the Strategic Directions for the period April 1, 2019 to March 31, 2020.

Strategic Directions		
April 1, 2019 - March 31, 2020		
		Revised: 13-Feb-2019
GOAL	OBJECTIVE	MEASURE
1. Academic		
Demonstrate Academic Excellence	Program Rationalization.	Communicate metrics and implement program rationalization monitoring.
Expand Advanced Learning Horizons for Students	Increase degree offerings by 2020.	Commence work for the implementation of Degree by September 2019.
2. Students (Success, Grad Rate, Entrepreneurial, International)		
Support Student Success	Document an inventory of current events and expand outreach by adding new initiatives and opportunities for student engagement.	Continue to increase "Campus Life" activities by three events per year.
	Maintain and report on Athletic Performance Indicators (APIs) that align with academic/corporate priorities.	<ol style="list-style-type: none"> 1. Collective Varsity GPA. 2. Scholarship Achievement rate. 3. Departmental Win/Loss record. 4. Provincial/National recognition hits. 5. Increased athletic department revenue.
Increase Enrolment	Determine appropriate size of International enrolment and appropriate program mix.	Development of a five year enrolment plan for 2020-2025.
	Maintain Domestic enrolment numbers.	Utilizing the corridor model, maintain 7,900 PS full-time enrolment levels (+3%/-7% corridor).

Strategic Directions

April 1, 2019 - March 31, 2020

Revised: 13-Feb-2019

GOAL	OBJECTIVE	MEASURE
Enhance Student Life	Build additional residence capacity at the Windsor campus.	In conjunction with the third party partner, develop timelines to ensure additional capacity for a student residence at the Windsor campus by December 2020.
	Assist the Student Representative Council and Student Athletic Association, in determining the construction of the Sports Park (phased-in).	Sports Park commenced in 2019-2020 and operational impact understood with operational plan.

Strategic Directions		
April 1, 2019 - March 31, 2020		
		Revised: 13-Feb-2019
GOAL	OBJECTIVE	MEASURE
3. Communities (Leadership, Communication & Partnership)		
Increase Community Engagement	Strengthen the connection between the College and the community, to reinforce College brand and image through volunteerism by staff and students.	Continue to encourage, foster and document annual contributions in our community by staff and students.
4. Human Resources (Efficiency & Effective)		
Development of Human Resources	Staff development with a focus on academic quality and student success.	<ol style="list-style-type: none"> 1. Continuation of staff orientation (part-time/full-time academic and non-academic). 2. Initiatives through the CAE to support the development of part-time faculty as it pertains to teaching and learning. 3. 1% of budget allocated for staff development. 4. Creation of a Human Resources Plan to support the five year Enrolment Plan.
	Succession planning.	Development of a detailed succession plan and eligible retirement dates for key positions.
5. Facilities (Efficiency & Effective)		
Campus Enhancement	Explore feasibility of a parking garage and student housing.	Prepare RFP and determine if there is a successful proponent/development of an implementation plan.

Strategic Directions		
April 1, 2019 - March 31, 2020		
		Revised: 13-Feb-2019
GOAL	OBJECTIVE	MEASURE
6. Financial (Health & Viability)		
Financial Sustainability	Balanced budgets.	Achieving balanced budgets annually.
	Maintaining financial sustainability in accordance with the MTCU financial metrics (SMA).	Meeting or exceeding Ministry defined benchmarks.
Financial Accountability	Interim relevant and transparent reporting on financial position to the Board: - Budget - Mid-year Review - Financial Statements - Other (to be determined by Audit Committee).	Complete interim reporting based on pre-determined deadlines.
	Achieve Ministry approval and financing for Academic Tower and Phase III of Student Centre.	Continue follow-up and advocate with the Ministry on the approval under Section 28 of the Financial Administration Act. Once approved, formulate a detailed construction plan for Academic Tower.
Legend:		
API - Athletic Performance Indicators		
AVP - Associate Vice President		
CAE - Centre for Academic Excellence		
SOG - Senior Operations Group		
MTCU - Ministry of Training, Colleges and Universities		
SMA - Strategic Mandate Agreement		



POLICY TYPE:	Governance Process	NUMBER:	2003-3
POLICY TITLE:	Corporate Secretary's Job Description	DATE:	May 2003
		REVISED:	March 2010 March 2019

The Corporate Secretary is appointed by the Board of Governors. Whereas the Chair of the Board is responsible for the integrity of Board process, the Corporate Secretary is responsible for the integrity of Board documents. The Corporate Secretary has a key role to play in ensuring that Board procedures are both followed and regularly reviewed. All Governors should have access to the advice and services of the Corporate Secretary and should recognize that the Chair is entitled to the strong support of the Corporate Secretary in ensuring the effective functioning of the Board.

Specific issues include the following:

- a) In the absence of both the Chair and the Vice Chair, the Corporate Secretary shall call the Board meeting to order and shall serve as Chair while the Board elects a Chair Pro Tempore.



POLICY TYPE:	Governance Process	NUMBER:	2003-4.
POLICY TITLE:	Committee Principles	DATE:	May 2003
		REVISED:	November 2008
		REVIEWED:	March 2019

The Board may establish committees to help carry out its responsibilities. To preserve Board authority, committees will be used sparingly.

1. Board committees may not speak or act for the Board except when formally given such authority by the Board for specific and time-limited purposes. Such authority will be carefully stated in order not to conflict with authority delegated to the Chair of the Board of Governors and the President.
2. Board committees are to assist the Board in achieving the College's Mission according to the parameters set by the Board.
3. Board committees cannot exercise authority over staff and operations.
4. A committee is a Board committee only if its existence and mandate come from the Board, regardless whether the Board members sit on the committee. The only Board committees are those which are set forth in this policy.
5. An Audit Committee will be established by the Board of Governors at the appropriate time with the following members:

3 Board members + 1 additional internal Board member, or external non-voting member at the discretion of the Board.

The Committee Chair will be elected by the members of the Committee. As defined in the By-Laws, the Committee Chair may also be appointed Treasurer of St. Clair College. Only those members of the Committee can vote.

The Committee will meet a minimum of 3 times per year at the call of the Chair.

The primary responsibility of the Audit Committee is to ensure compliance with Board policy through fiscal oversight and inquiry.

St. Clair College In The News

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Photo by Adelle Loiselle

University students to protest cuts to financial assistance

Blackburn News - January 21, 2019

Students at the University of Windsor plan to make their disapproval of funding cuts to universities and student financial assistance known at a rally this week on campus.

The demonstration outside the CAW Student Centre is planned for Thursday at noon and will involve students, university workers, alumni, and concerned members of the community.

The group is denouncing changes announced last week by the Ford government to cut institutional funding by four per cent, eliminate free tuition subsidies for low-income students, end the six-month grace period before students have to pay interest on their student loans, and cut provincial grants through the Ontario Student Assistance Program.

“Students at the University of Windsor are not fooled by the Ontario government’s attempt to disguise these cuts behind an overall reduction in student fees,” said a release to the media dated Sunday, January 20. “Students know that any benefit they might see from lower tuition fees will be outweighed by the increased student debt and various out-of-pocket expenses.”

The Ford government calls a ten per cent cut to tuition fees the first step of its overall reform of postsecondary education affordability. It also said it was “refocussing the Ontario Student Assistance Program to ensure it remains sustainable and viable for future students while directing a greater proportion of OSAP funding to families with the greatest financial need.”

“The previous government believed in handing out OSAP money to some of Ontario’s highest income earners with virtually no meaningful criteria for success,” said Minister of Training, Colleges and Universities, Merrilee Fullerton. “It is no surprise that student enrolment has remained flat while tuition rates have skyrocketed.”

Enrolment at St. Clair College reached an all-time high in September 2017 before a strike by college faculty one year ago. Compared with 2016, enrolment increased 12 per cent according to the college.

At the University of Windsor, enrolment reached a near-all-time high at 16,000 students.

Meanwhile, the Student Representative Council at St. Clair College also says it, and other college student organizations across Ontario are in the process of launching campaigns against the funding cuts.

A release from the council last Friday read, “Taken together, the [off-setting combination of the tuition reduction and the OSAP changes will, in our opinion, carry little — if any — long-term benefit](#) for students.”

It expressed alarm about the “Student Choice Initiative” contained in last week’s announcement from the government. It said giving students a choice to pay some fees and not others will impact many services including the administration of a student health plan, scholarships and bursaries, a food bank, and the representation of students in academic and non-academic disciplinary matters and grade appeals.

“Unless student organizations are provided with secure, predictable, long-term sources of revenue — guaranteed by mandatory fees, those current services and future facility developments will be jeopardized,” continued the statement.

The cut in tuition fees for all students at colleges and universities in Ontario will take effect this September and remain in place for the following school year.

Transit Windsor Increases Service On UWindsor And St.Clair Routes

Blackburn News – January 24, 2019



Transit Windsor is increasing service on several city routes that service the College and University.

Increased ridership and the success of the UPass program with the University of Windsor will now see the Transway 1C offering 10-minute service on weekdays from 7am to 6pm.

"Transit Windsor's commitment to reinvest the funds from the UPass program has resulted in this enhancement to our public transportation services," said Executive Director Pat Delmore.

In addition, the Dominion 5 and the South Windsor 7 routes have experienced tremendous ridership growth due to the success of St. Clair College's increased enrollment of international students.

Transit Windsor had previously added service last year to accommodate the increase in ridership and had also provided additional service schedules to meet further rider demands. The Dominion 5 will now provide a 20-minute weekday service schedule all day, and the South Windsor 7 will now provide a 30-minute weekday service all day as well.

"These enhancements will provide our riders with a more reliable service by ensuring more scheduled buses are on the way at peak hours," said Delmore. "Transit Windsor is continuing to implement improvements to enhance our rider's experience, and these are just a few examples that we hope will improve the rider experience going forward."

Leamington announces new daily bus service to Windsor via Kingsville, Essex

Windsor Star - January 28, 2019



Leamington is planning a daily bus service to St. Clair College in Windsor. In this file photo from February, 2018, college students are seen boarding Transit Windsor's busy Dominion 5 bus. Nick Brancaccio / Windsor Star

Leamington is getting a \$606,040 government grant to help it start a daily bus service to Windsor.

While the service is still in the early planning stages, the bus route is expected to run Monday to Friday. From Leamington, the route would have stops in Kingsville and the Town of Essex before ending up St. Clair College in Windsor.

“The service would provide three round trips daily that would include an early morning run, a mid-day run and an early evening run,” says a Municipality of Leamington news release.

The money from the province will be paid out over five years.

An inter-community bus service is vital for residents to reach healthcare services; education and employment opportunities; and social services.

“Access to transportation significantly impacts the economic development, health and overall quality of life in our community,” Leamington Mayor Hilda MacDonald said in the release. “An inter-community bus service is vital for residents to reach healthcare services; education and employment opportunities; and social services. It is also essential for the expansion of our local businesses and labour force.”

There has long been a desire for a bus service between Windsor and Leamington so that people could access the many jobs available in Leamington’s flourishing greenhouse industry. Going the other way, people from Leamington, Kingsville and Essex could use the bus to go to jobs, college, university or various appointments. St. Clair College is serviced by several Transit Windsor routes that link to the downtown and Devonshire Mall, as well as a route servicing the Town of LaSalle.

Details on the exact Leamington-to-Windsor route, when the service will start, scheduling and fares “remain to be finalized,” said the Leamington release. The release also did not provide a total cost of the project.

The grant, paid out over five years, comes from the Ontario [Ministry of Transportation](#)'s Community Transportation Grant Program which provides money to help fund long-distance scheduled intercommunity bus service. The grants were announced Friday.

Other communities in southwestern Ontario receiving money included Chatham-Kent (\$500,000) and Lambton Shores (\$2 million.) They are among 39 communities across Ontario sharing \$30 million over five years.

According to the ministry, the program is intended to help municipalities develop new transportation service in areas that don't have regular transit and intercommunity bus service.

"We are working with municipalities to support programs that will help Ontarians stay connected to their communities, so they can access employment and social programs, attend appointments, visit friends and family, and maintain an independent and active lifestyle," Transportation Minister Jeff Yurek said in a release.

The release said that since the program started in 2015, more than 28,000 people have used these new services to make more than 105,000 trips.



Rick Mercer visits Holy Names High School in Windsor, March 26, 2018. (Photo by Maureen Revait)

Rick Mercer is coming to Windsor

Blackburn News - January 28, 2019

Canadian comedian and political satirist, Rick Mercer is coming to the Chrysler Theatre in Windsor in September.

Mercer is the second speaker lined up for the WFCU Credit Union's Speaker Series.

“The Speaker Series, and our community investment program, Inspire, as a whole is designed to provide engaging, entertaining, and educational opportunities for people to come together as a community,” said President and CEO of the WFCU Credit Union, Eddie Francis. “Our speakers are going to be sharing unique perspectives and experiences on a variety of topics such as entertainment, politics, environment, business, and the arts.”

Tickets for Mercer's appearance start at \$75 CDN and will go on sale Tuesday, January 29 at the Chrysler Theatre Box Office. They can also be purchased online at www.chryslertheatre.com.

The [first speaker of the series is CNN correspondent, Anderson Cooper](#). He is scheduled to speak at the Colosseum at Caesars Windsor on March 29.

Rick Mercer to return to Windsor Sept. 28

Canadian satirist and media personality Rick Mercer will perform at Windsor's Chrysler Theatre for a third time on Sept. 28 — this time part of the WFCU Credit Union Speaker Series.

Windsor Star - January 28, 2019



Canadian satirist and media personality Rick Mercer performing in St. Catharines in May 2016.

The voice of Canadian satire is coming back to Windsor this fall.

Comedian and media personality Rick Mercer will perform at the Chrysler Theatre for a third occasion on the night of Sept. 28 — this time as part of the WFCU Credit Union Speaker Series.

The event is presented in partnership with St. Clair College.

Mercer will be bringing his new live show *Canada Coast to Coast to Coast*, described as both a celebration of our nation and a “laugh-out-loud funny affair.”

It’s the second public speaking engagement to be announced under the banner of the new WFCU Credit Union Speaker Series, launched this year as an offshoot of the credit union’s community-oriented Inspire Program.

Rick Mercer Announced As The Second Headliner In The WFCU Credit Union Speaker Series

Blackburn News - January 28, 2019



Rick Mercer has been named the second speaker as part of the WFCU Credit Union Speaker Series.

WFCU Credit Union, in partnership with St. Clair College, will welcome Mercer to the Chrysler Theatre on Saturday, September 28th, 2019.

"The Speaker Series, and our community investment program Inspire as a whole, is designed to provide engaging, entertaining and educational opportunities for people to come together as a community," said Eddie Francis, President and CEO of WFCU Credit Union. "Our speakers are going to be sharing unique perspectives and experiences on a variety of topics such as entertainment, politics, environment, business and the arts, and it's this diversification in topics that has allowed us to engage with, and create exciting opportunities for, many individuals in our community."

Mercer's new live performance Canada Coast to Coast to Coast is sure to make audience members appreciate, as never before, this unique nation we all call home. It's a heart-soaring and laugh-out-loud funny affair, and a perfect way to celebrate what our great country has to offer.

Tickets for Mercer's show start at \$75 Canadian (+taxes and fees) and go on sale at Tuesday, January 29th, 2019 at 11am at the Chrysler Theatre Box Office and online through chryslertheatre.com.

WFCU Credit Union Members will have the privilege of purchasing Main Floor tickets at a special discounted price (quantities are limited). WFCU Credit Union Members can purchase their tickets at Chrysler Theatre Box Office by showing their WFCU Credit Union debit card.

"We're excited to welcome Rick Mercer to Windsor as part of the WFCU Credit Union's Speaker Series," said Marty Gillis, Chair of the WFCU Credit Union Board of Directors. "I believe with the announcement of Rick Mercer as our second speaker we are illustrating our commitment to bringing renowned personalities to the area."

Transit Link from Leamington to Windsor in the Works

AM800 CKLW – January 28, 2019



(Photo by AM800's Zander Broeckel)

Plans are in the works for a transit route running from Leamington and into the city of Windsor.

As AM800 News told you last week, Leamington is getting more than \$600,000 over five-years for transit and the preliminary plan is to have a transit link between Leamington, Kingsville, Essex and Windsor.

It would run Monday to Friday from Leamington through Kingsville to St. Clair College in Windsor with a stop in Essex.

It would provide three round trips daily in early morning, a mid-day run and early evening.

Mayor Hilda MacDonald says access to transportation significantly impacts the economic development, health and overall quality of life.

She says it should be a boost to the economy.

"Expanding our local service to allow people to go into the city for appointments, for workforce, for school," she says and a lot will depend on demand.

"If we can get enough people in the seats to show that there is a need, there might be an increased interest in it. We have people who are living in the city and there are jobs in the county so hopefully we will see it get to that point in the near future."

There have been talks around creating a regional transit between the city and different municipalities in Essex County and MacDonald believes this could be the first piece of the puzzle.

There is already a transit service between Windsor and LaSalle

MacDonald says the pilot project is for five years and the plan still must be approved by Leamington town council.

She hopes to have the service operating in mid-August.

The money is part of the Ontario Community Transportation Grant Program.

Leamington-Windsor bus service should start by August

Windsor Star - January 28, 2019



File photo of a Transit Windsor bus in downtown Windsor, Ontario on March 21, 2012. JASON KRYK / Windsor Star

Leamington is targeting mid-August to start its new bus service to Windsor, with stops in Kingsville and Essex.

“We’re looking forward to this, we’re really happy we’ve got the opportunity to give this a whirl,” Mayor Hilda MacDonald said Monday, speaking of the economic benefits and added convenience the new service will provide “all the way around.”

There’s been a slow, insistent demand for it

It’s going forward thanks to a \$606,040 Ontario Ministry of Transportation grant over five years, announced Friday. That works out to \$121,208 annually. The town will add \$25,000 each year and rely on fares to pay the rest of the cost, MacDonald said.



Leamington Mayor Hilda MacDonald at the podium as Kingsville Mayor Nelson Santos and Kingsville CAO Peggy Van Mierlo-West, right, listen during Breakfast with the Mayors 2019. Nick Brancaccio / Windsor Star

“It’s not etched in stone but we’re looking at \$10 per trip or \$15 per round trip to go from Leamington to the city. When you look at the cost of gas, it’s certainly reasonable,” she said.

A cab fare is in the \$85 to \$90 range.

She said people have been asking for this kind of service for years. Greenhouse growers in need of workers want a way to get unemployed Windsor people to their operations. Students in the county who don’t have a car need a way to get to classes at St. Clair College and the University of Windsor. People in Leamington want it to get to medical appointments in the city. And people could use it to travel between Leamington and Kingsville or Essex for lunch at a restaurant, for example.

“There’s been a slow, insistent demand for it,” the mayor said.

The service would run three round trips a day from Monday to Friday, timed for the day shifts at Leamington employers. “We’re hoping it will help people who don’t have another way to travel and get around the county,” the mayor said.

The service would end up at St. Clair College, where passengers could transfer to one of the several Transit Windsor buses that travel either to the downtown, Devonshire Mall, LaSalle, West Windsor and the big box stores on Walker Road.

MacDonald expects demand will start out slowly but then grow. “I think we should do OK,” she said.

The service is starting out as a pilot project.

“We may find we may have to fine tune it or augment it, but I think it’s a great start to give people opportunities they may have had to pass on in the past because of transportation issues.”

The service will probably be contracted out to a transit company, said MacDonald, who remembers as a teen taking a Greyhound bus with friends into Windsor to hang out downtown, before any of them had cars. With the new service, young people will be able to do something similar, she said.

“It would be fantastic — just catch the bus for St. Clair and then over to the mall.”

Snow cancels college and university classes, school buses in Windsor-Essex

All school board-provided transportation is cancelled

CBC News · Jan 28, 2019 6:33 AM



The weather has cancelled classes in post-secondary institutions in Windsor-Essex and school buses. (Bruce Tilley/CBC)

Some classes at University of Windsor, St. Clair College and Lambton College have been cancelled due to stormy weather.

At University of Windsor and St. Clair College, classes after 5 p.m. are no longer taking place. Lambton College cancelled all classes after noon.

Lambton College has also shut down its operations for the rest of the day. However, University of Windsor remains open.

In Pelee Island, all afternoon flights were cancelled.

Earlier Monday morning, school buses in Windsor-Essex were cancelled in advance of the winter storm. However, schools were open. High schools with exams scheduled Monday had them pushed to Tuesday and Wednesday.

Buses in Chatham-Kent and Sarnia-Lambton are still running.

There is a special weather statement in place for Windsor-Essex and Chatham-Kent, warning of significant snowfall continuing through the evening.

Environment Canada warns snow may be mixed with, or change to rain, for a brief time in the evening.

In Chatham-Kent, the municipality's public works department has asked for residents to refrain from parking on the street on municipal streets if possible.

"This action will enable snow ploughs to clear away the snow and ice as safely and efficiently as possible," the department says in a news release.

A parking ban is not in place, but the municipality says it may be invoked if the snowfall is heavier than expected.

\$606K provincial grant for Leamington inter-community bus service

'My children live in Essex so I'll be able to go and visit and make a day of it,' says Renee Morel

CBC News · Posted: Jan 28, 2019 9:16 PM



The Municipality of Leamington will soon have a bus service linking it with Kingsville, Essex and St. Clair College in Windsor. (Adel Haleem/CBC)

The Municipality of Leamington has landed a \$606,000 grant from the province to start up an inter-community bus service.

According to Leamington mayor Hilda MacDonald, the service would start in mid-August and run in the morning, mid-day and early evening, Monday through Friday.

The bus would run between Leamington, Kingsville, Essex and St. Clair College.

In addition to serving St. Clair College students, MacDonald feels it will boost economic development in the town and provide a commuter service for greenhouse workers.

"There are residents that would like to come from the county that would like to work in Leamington," said MacDonald. "And if someone wants to go to Kingsville or to Essex, they will have the ability to do that."

'A good news story'

Amy Lord, a single mom with a disability who lives in Leamington, is excited by the prospect.

"It would be good because my daughter has applied for college, it would be good for her travelling and she wouldn't have to stay on campus so she could still be back here with her brothers and me," said Lord, who would also use the service to spend the day in Windsor.



Hilda MacDonald says the service would start in mid-August, running weekdays. (Stacey Janzer/CBC)

John Fairley, vice president of college community relations for St. Clair College, estimates 30 per cent of the college students live in the county.

"This is a good news story in the sense of that we're finally looking at connecting Windsor to Leamington and Essex and it's a long time coming," he said.

According to Fairley, the college will be working with the town on the schedule to ensure the buses arrive on time for morning classes.

Step towards regional transit

Transit advocate Renee Morel of Windsor believes the service is a good first step toward regional transit.

"My children live in Essex so I'll be able to go and visit and make a day of it. Going out to Colasanti's or something, and I can kind of see it as being a very positive thing bridging a gap and keeping people together," said Morel, who doesn't drive because she has multiple sclerosis.

Mayor of Essex Larry Snively is also excited about the service, saying it will stop at the Essex twin-pad arena.

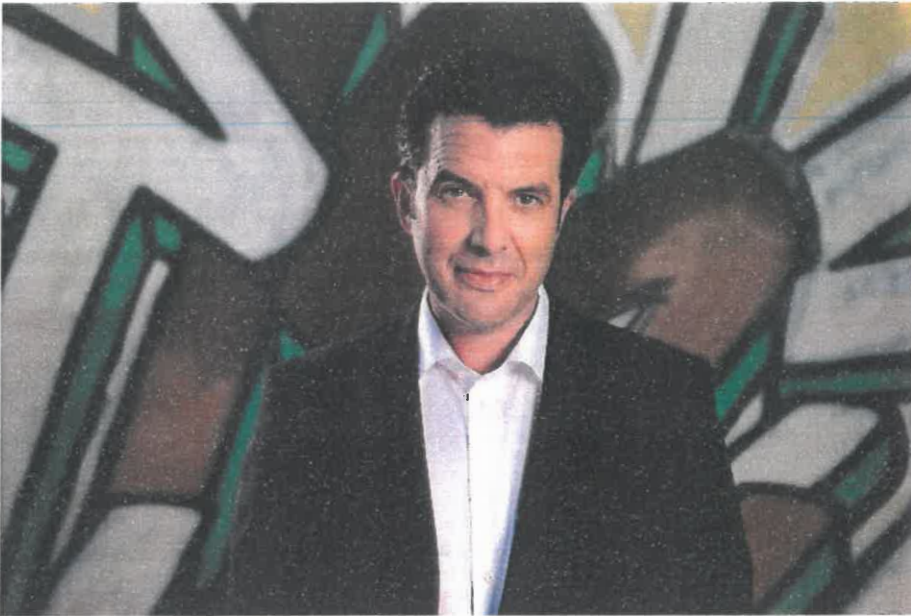
MacDonald said the \$606,000 is spread out over five years, with the Town of Leamington kicking in \$25,000 each year and fare revenue paying for the rest.

However, the total cost of the service has not been revealed.

It's also not clear whether a bus will have to be purchased or not. Details of the route planning, scheduling and fares remain unfinalized.

Speaker Series Adds Well-Known Canadian TV Personality

AM800 CKLW – January 29, 2019



A well-known Canadian comedian and TV personality is coming to Windsor.

As part of the WFCU Credit Union's Speaker Series, Rick Mercer will be at the Chrysler Theatre on Saturday, September 28, 2019.

Tickets start at \$75.

He is best known for hosting the Rick Mercer Report on CBC.

In March, CNN's [*Anderson Cooper will be in Windsor*](#) as part of the Speaker Series. The series is part of the WFCU Credit Union's [*Inspire Program*](#), designed to engage the community and bring renowned speakers to the area.

Saints' student/athlete doing double duty as special constable

Windsor Star - February 1, 2019

Her skills on a volleyball court have always been apparent whether Andie Suthers was playing at the high school, university or college level.

But as it turns out, Suthers is rather adept at juggling too.

A starting middle and captain for the St. Clair Saints' women's volleyball team and a full-time student in Police Foundations, Suthers tossed another ball in the air a few weeks ago when she was sworn in as a special constable with the Windsor Police Service.

"It's not every day you see that," said Saints' coach Jimmy El-Turk. "She's very internally motivated and organized, very good at time management."

I commend her, she's taking on a lot schedule wise

Suthers admits she's facing a hectic stretch run for her final semester of school and the Saints, at 12-2, are closing out the OCAA regular season and prepping for a long playoff run.

"Sometimes it's better to be busy. If you have too much free time, it just encourages procrastination," the 23-year-old said. "I'm excited to be embarking on this journey."



Andie Suthers will be balancing her student athlete life at St. Clair College with her job as Windsor Police Special Constable. Nick Brancaccio / Windsor Star

Serving as a special constable is a full-time job.

Suthers attended morning classes Wednesday, an evening volleyball practice and then she was headed for her first midnight shift.

“I commend her, she’s taking on a lot schedule wise,” said Windsor police spokesman Steve Betteridge. “She’s already proven herself as a leader in her school community and that’s the type of person we’re looking for whether it’s as a civilian or in a sworn position.”

Special constables are civilian positions within the police service but candidates still undergo a rigorous selection process.

“There’s quite a bit that is the minimum requirement and once you’re on the job, there’s a lot of on-the-job training,” Betteridge said.

Suthers begin the application process to become a special constable last April, right in the middle of college exams.

In addition to physical and written tests, she underwent a psychological assessment and an extensive background check.



Andie Suthers will be balancing her student athlete life at St. Clair College with her job as Windsor Police Special Constable. Nick Brancaccio / Windsor Star

Once she was accepted, she had to complete two weeks of training at the Tilston Armoury, fitting in school and volleyball around that commitment.

“I do work hard but everyone has been incredibly supportive,” Suthers said. “So many people have been instrumental in helping me achieve this goal.”

She credited teachers, teammates and El-Turk for their collective willingness to work with her complicated schedule.

Betteridge noted special constables work hand-in-hand with sworn officers in dealing with prisoners. They handle duties related to prisoner care and transportation to court dates.

Suthers will shadow a more experienced special constable for the next few months.

“It’s definitely a balance between treating them with dignity and respect and ensuring that you’re safe and everyone around you is safe,” she said.

In high school, where Suthers helped the Belle River Nobles win OFSAA gold, she toyed with the idea of pursuing a career in law. While earning a liberal arts degree at the University of Windsor, she decided she’d like to follow her father, Jamie, into policing.

“He’s definitely been inspiring for me,” she said. “He’s one of my main role models.”

That led her to the Police Foundations course at St. Clair and that’s where a teacher encouraged her to apply for a position as a special constable.

When she graduates in the spring, Suthers will begin the process of applying to be a police cadet.

“I want to make a difference and help people and I feel like that’s how I can do it,” she said.

Groundbreaking held for \$21.5M St. Clair College sports park

CTV Windsor - February 1, 2019

Students and staff are celebrating the official groundbreaking of the new \$21.5 million St. Clair College sports park.

The St. Clair College Student Representative Council, Student Athletic Association and college president Patti France were on hand for the ceremony on Friday.

The multi-million dollar park is being called a "state for the art" multi-sport facility that will provide students with recreational and varsity athletic programming.



Concept design for a new St. Clair College sports park in Windsor, Ont. (Courtesy St. Clair College)



St. Clair College Sports Park plans. (Courtesy St. Clair College)

It will be located near the existing recreational fields at the far south end of campus.

The financing of the Sports Park will be the responsibility of the Student Representative Council. St. Clair College students have approved a fee protocol that establishes approximately \$13 million in funding.

The SRC will broker the delivery of varsity athletics, intramural and recreational activities to the Student Athletic Association. The Student Athletic Association has pledged \$1 million to the development of the Sports Park.

The SRC, SAA and college's administration have worked collaboratively to design the Sports Park's features.

Plans for the facility include a new soccer stadium, softball stadium, tennis centre and sand volleyball courts.

St. Clair College breaks ground on \$21.5M sports park

Windsor Star - February 1, 2019

The empty field across from St. Clair College's main campus building, where 10 golden shovels hit the dirt Friday afternoon, won't be empty for long.

By early 2020, the long-awaited \$21.5-million St. Clair College Sports Park will fill the space with athletic facilities for use by the institution's 12,000 students and the general public.

"St. Clair College wants to be that community college that not only is providing excellence in student services and in academics, but is also supporting the community around us," college president Patti France said after a groundbreaking event. Two backhoes ready to dig behind her provided excited student athletes wielding shovels with a backdrop for selfies.

For the past 10 years, college survey results indicated students most wanted additional facilities for recreational and athletic activities, said Laura Walker, president of the Student Athletic Association. But inadequate funding kept that desire a mere dream — until now.

"Unfortunately, it's taken us this long to solidify the capital funding that was required for this project, so this is such an exciting day for us," France said. "It's also overwhelming that, not only do the students themselves support it, but also the community."



St. Clair College president Patti France, centre, is surrounded by St. Clair College student government representatives during groundbreaking on Feb. 1, 2019, for the \$21.5-million St. Clair College Sports Park. Front row: Laura Walker, left, Suzanne Walker, Adam Neville, St. Clair president France, Holly Nicolson, Sarah Stiller, Jorge Calzada. Back row: Dan Allen, left, Ron Seguin, Michael Hickmott, Roberto Duncan, Nathan Wuerch. Nick Brancaccio / Windsor Star

To pay for the project, St. Clair College students approved a fee protocol that will contribute \$13 million. The college's Student Athletic Association has pledged an additional \$1 million. Making up the difference are sponsors Domino's Pizza, the Windsor Family Credit Union and local philanthropists Barry and Stephanie Zekelman.

Designed by Windsor's Architecttura Inc., the sports park will include a soccer stadium with seating capacity for 1,500 spectators, a press box and a jumbo video scoreboard; an outdoor sand volleyball complex with a snack bar and restaurant; a ladies softball diamond with capacity for 400 spectators; and the Zekelman Indoor Tennis Court, containing four indoor courts, a pro shop and dressing rooms.

A beacon entrance to the park, a pond and multiple areas for students to congregate are also included in the design, which will be constructed by Fortis Group, a local contracting firm.



Philanthropists Barry and Stephanie Zekelman, left, stand with St. Clair College president Patti France and WFCU board chairman Marty Gillis during Fridays groundbreaking. Nick Brancaccio / Windsor Star

St. Clair's student representative council will be overseeing all aspects of the project's funding and construction, France said in a presentation before the groundbreaking. Once complete, the Student Athletic Association will be largely responsible for the facility's day-to-day operations.

"We also pledge that these facilities, like all facilities at the college, will be available for public use," said France.

"Once completed, we will develop scheduling and booking plans for our community to make use of the fields and the courts too."

St. Clair Sports Park Construction Underway

AM800 CKLW – February 1, 2019



Artist's conception of the entrance to the St. Clair College Sports Park, February 1, 2019

An official sod turning ceremony has kicked off construction of the new \$21.5-million Sports Park at St. Clair College.

College officials, municipal dignitaries and the funders of various parts of the facility took part.

College President Patti France says the sports park will enhance the wider community as well as the college.

"These facilities, like all facilities at the college will be available for public use. Once completed we will develop scheduling and booking plans for our community to make use of the fields and the courts, too."

Student Representative Council President Holly Nicholson says this will build on existing athletic facilities.

"With this project we're addressing the needs of our other athletic pursuits. Soccer, sand volleyball, tennis and down the road softball. Oh and Cricket too."

Student Athletic Association President Laura Walker applauds the start of the project.

"The amenities for spectators in the sports park will ensure that family, friends and fans will have a wonderful experience when they come out for games at the new site."



Artist's rendering of the Zekelman Tennis Centre at St. Clair College, February 1, 2019 The Zekelman Foundation is funding the new tennis facility with four indoor courts and Barry Zekelman says there's more to college than the classroom.

"Sports does a lot of things as well. You build team-building, you get to interact and meet with people when you might be shy and too shy to do so, so you learn how to build friendships. You learn conflict resolution. You know all of those things are life lessons that believe me you will use and you will level."

The facility will include a new 1500 seat soccer stadium with a video scoreboard; the Zekelman Tennis facility, a ladies softball diamonds as well as outdoor sand volleyball complex.



View of the future St. Clair College soccer field, February 1, 2019 (by AM800's Peter Langille)

Construction is expected to take about 10 months, so the project should be done by early 2020.



The ceremonial groundbreaking of the St. Clair College Sports Park on February 1, 2019. Photo by Mark Brown/Blackburn News.

St. Clair College breaks ground on new Sports Park

Blackburn News - February 1, 2019

New, state of the art options for physical fitness are a step closer to reality at St. Clair College.

The college held a formal groundbreaking Friday afternoon at its main Windsor campus for its new Sports Park, a \$21.5 million outdoor complex that will be designed to enhance the athletic and physical fitness offerings to students, faculty, staff, and alumni.

The Sports Park, which will complement the nearby indoor SportsPlex, will be located in the area of the existing recreational fields on the south side of the main campus. It will feature a soccer pitch with artificial turf, a new baseball and softball diamond, beach volleyball courts, and a tennis centre bankrolled by philanthropists Barry and Stephanie Zekelman, who were among the attendees at the groundbreaking.

Also providing financial support and represented at the event were Dominos Pizza Canada and Windsor Family Credit Union. The bulk of the cost is being handled by the college's Student Representative Council and the Student Athletic Association, with money raised through an extension of the health and wellness fee paid by students with their tuition.

St. Clair College President Patti France said the college is grateful for all of the support being given to an endeavour that will enrich the lives of those on campus.

"The investment you are making in the physical fitness of our students is also an investment in their intellectual well-being as well as their academic success," said France.

Windsor Mayor Drew Dilkens, who grew up not far from the campus and remembers using the college's pool, said the collaboration by a variety of entities toward the Sports Park works the same as the college's cooperation with the community.

"They've always appealed to the broader community, and their students have always been involved in multiple programs throughout the city," said Dilkens. "They've always volunteered and donated their time and they've always provided a better experience and a better place for our residents in the city of Windsor."

Work on the Sports Park is expected to begin in earnest when the weather warms up in the spring.



St. Clair College students protesting proposed OSAP changes



A group of St. Clair College students is protesting OSAP changes proposed by the province in Windsor, Ont., on Friday, Feb. 1, 2019. (Chris Campbell / CTV Windsor)

CTV Windsor - February 1, 2019

Some St. Clair College students are protesting OSAP changes proposed by the province.

The students gathered at the main Windsor campus on Friday.

On Jan. 24, University of Windsor students also denounced the recent changes to the 10 per cent cut in tuition fees by the Ontario PC government.

The students believe any benefit they might see from lower tuition fees will be outweighed by the increased student debt and various out-of-pocket expenses.

A petition is circulating online called "[Stop Doug Ford's cuts to OSAP.](#)"

STUDENTS FIGHT OSAP FUNDING CUTS

Windsor Star- 2 Feb 2019



St. Clair College students Elyse Valoppi, left, and Yolanda Bueckert, who were part of a protest against the proposed provincial cuts to OSAP funding, collect a signature from fellow student Jamal Hashem on Friday at the main campus of the school. For a video, go to windsorstar.com.

St. Clair Students Protest OSAP Cuts

AM800 CKLW – February 4, 2019



Students gather at St. Clair College's Main Campus in Windsor to protest OSAP changes by Ontario's provincial government on Friday February 1, 2019. (Photo by AM800's Peter Langille)

A handful of students have staged a peaceful protest at the main campus of St. Clair College to speak out against proposed OSAP cuts.

While the provincial government has announced a 10% reduction in tuition, it is also cutting free tuition for low income students and making it more difficult to qualify for financial aid grants that don't have to be repaid. As well, the interest-free period on loans and the six-month grace period students used to have to start paying back loans are being eliminated.

Student protestor Elysa Valoppi says lowering tuition only helps those who can afford to pay up-front. "The 10% cut to tuition is not nearly enough to make a difference as people are getting their full tuition paid for with OSAP." Valoppi adds that many of her fellow students are panicking at the prospect of having to pay back more than anticipated. "The only reason that they're in school is because of OSAP so they're debating continuing their education, wondering how they're paying back their OSAP without their six-month grace-period anymore."

Valoppi says the goal of their first protest is to get the word out on changes and gather signatures for their petition. "We've had multiple students walk by who have no idea there were any changes coming to OSAP as it was."

She hopes the movement to halt OSAP cuts will gain steam as her fellow students learn more. The group plans to hold more peaceful protests on campus.

Shortage of personal support workers 'going on for years,' says nurse

Ashley Hopkins was a PSW for over a decade before becoming a registered nurse

CBC News · Feb 04, 2019



A former personal support worker and a long-term care facility resident say the homes are understaffed. (CBC)

A former personal support worker says staffing problems at long-term care facilities across the province are not new.

Ashley Hopkins, who was a PSW from 2005 until around 2016, said residents get neglected "by default."

"Because they just don't have the staff or the time to provide the proper care that the residents need and require," she said. She is now a registered nurse.

But why the shortage? Hopkins thinks it might be funding related.

"Plus there's a lot of high turnover in those types of jobs cause the job is just so stressful and workers get burnt out at alarming rates," she said.

CBC News: Windsor at 6:00

'It doesn't get done'

00:00 02:34

Even though Victor Maurice gets excellent care at his nursing home, he says the shortages are still there. 2:34

One example she gave was one worker being on the floor for two hours, having to take care of thirty residents alone.

When the facility is staffed as such, things like getting all the residents to shower in the morning and other hygiene care will get missed.

Declining enrolment

At St. Clair College, the personal support worker program has seen declining enrolment over the past few years. This January intake there have only been 60 students enrolled in Windsor, compared to 80 to 90 in previous years.



Victor Maurice says he receives excellent care, but he sees staff being overworked. (Vince Robinet/CBC)

Chair of the School of Nursing at the college, Linda Watson, said challenges of the job and low enrolment numbers can't really be correlated.

According to Watson, the scope of the job has expanded, along with the workload.

She said there is some exhaustion on the job, especially in long-term care, but some graduates are happy and many are moving straight into full-time work after finishing the program.

"They've got great qualifications and great skills and they want to do the best job they possibly can," said Watson.

"So I think if they're feeling a little bit short for time it can make them feel a little bit frustrated in the job that they're doing."



Linda Watson says enrolment has gone down for the personal support worker program at St. Clair College. (Katerina Georgieva/CBC)

Victor Maurice who lives in a long-term care home in east Windsor, said even though his facility is the best one he's in, he sees those staffing challenges.

"I notice sometimes they're almost being run off their feet, trying to take care of everybody," he said.

In response, Hopkins said that has been "going on for years."

According to Amy Sworik, a registered nurse and administrator at Heron Terrace, whenever there is additional funding, it's allocated for PSWs.

She said the facility has one PSW per 15 residents on nights and one per seven to 10 during days.

Sworik, along with Hopkins and Maurice, want a legislated minimum staff-to-resident ratio in the province.

"Once you're on the floor, like you're running like a chicken with their head off. There's just so many residents, with so many needs," said Hopkins. "It's a really tough job."

A spokesperson with Ontario Ministry of Health and Long-Term Care said the government is broadly consulting with partners in health care and that the government is working on developing "a long-term transformational health strategy."

New local institute to combine health care, academic research

Another big step was taken this week in creation of a new collaborative research centre in Windsor which supporters believe would be a huge step in retaining the best health care talent and improve local patient care.

Windsor Star - February 8, 2019



Lisa Porter, a University of Windsor professor in the department of biological sciences and director of the Windsor Cancer Research Group, shown in this Oct. 30, 2018, file photo, touts the benefits of a new Windsor Health Institute. Nick Brancaccio / Windsor Star

A new collaborative research centre in Windsor, combining the efforts of the local health care and academic communities, took a big step forward this week and is set to launch in the spring.

Windsor Regional Hospital's board of directors on Thursday approved supporting a new Windsor Health Institute — a hub that would combine the best minds from the health care and academic sectors who would work in tandem to elevate research success. Supporters believe it will also help retain locally the best health care talent and improve patient care.

“What it would do is elevate what already exists,” said Lisa Porter, a University of Windsor professor and director of the Windsor Cancer Research Group. “It would put an administrative structure in place to support growth.

“It is the hospitals, the university and the college all coming together to unite and really say this is a priority. I think we've got all the foundation work accomplished. We know we can do it and now it is just rolling it out on a larger scale.”

The hospital's board agreed this week to support the research initiative — scheduled to get off the ground this spring — with \$500,000 over five years. The funds are on top of \$1 million over five years to be contributed by the University of Windsor.

It is anticipated that other funding support will come from Hotel-Dieu Grace Healthcare and St. Clair College in the weeks ahead as both are also partners in the planned health institute.

Discussions to launch the local research centre began nearly a decade ago, but the effort grew serious with the formation of a board of directors in early 2018, Porter said.

The health institute would feature training programs, academic support, professional development and think tanks at every level starting from elementary school students all the way up to the area's top graduate students and health care professionals, Porter said.

While cancer research would be natural area of focus, other areas could include mental health, sexual health and physical rehabilitation — each important needs for the local area.

Provincial and federal grants to advance local medical research could be more easily secured through collaborative teams that would be created within the new institute, Porter said.

“You would be supporting cutting-edge clinical trials (in Windsor) that would equate to cutting-edge (patient) care,” she said. “We don't have an academic hospital, but we want to start creating momentum.

“This would put everybody's heads together in one place. You want to support clinicians who are working on health care problems so they can find solutions.”

Somewhere between \$2 million and \$2.5 million is anticipated to be in place locally by the spring to help launch the new research centre, said Porter, adding that the only initial funding requirement is for staff.

It is anticipated either government grants or fundraising will help support the institute and research efforts in the years ahead.

“I'm confident we can do this,” Porter said. “I think we have to work together as a region. We have a lot of strengths in Windsor.

“I think the community maybe doesn't realize how many great things are going on. We are doing what we can to elevate what we are doing together.”



Brain cancer research professor, Dr. Lisa Porter, at University of Windsor speaks with BlackburnNews.com. (Photo by Bob Becken)

‘The time is now’ says doctor pitching new Windsor Health Institute

Blackburn News - February 10, 2019

Some serious work is underway to establish a Windsor Health Institute.

Dr. Lisa Porter said the institute has been in the works since 2009 and will unite regional health services, create better patient care, produce better researchers, hopefully, attract more doctors and research funding, and diversify the local economy.

The institute will be a collaboration between the hospitals, the university and the college, if and when it gets off the ground.

Dr. Porter said the idea has been well received and the momentum keeps building.

“Research brings new access to drugs and new equipment. This is going to be the way to keep us at the cutting edge and I think we need to grow it,” said Dr. Porter.

Porter hopes to have the institute running in about five years to integrate the local health system.

“With the new health care system, it isn’t just bricks and mortar. It’s developing a true integrated system that going to improve the quality of care for people in Windsor-Essex,” she said.

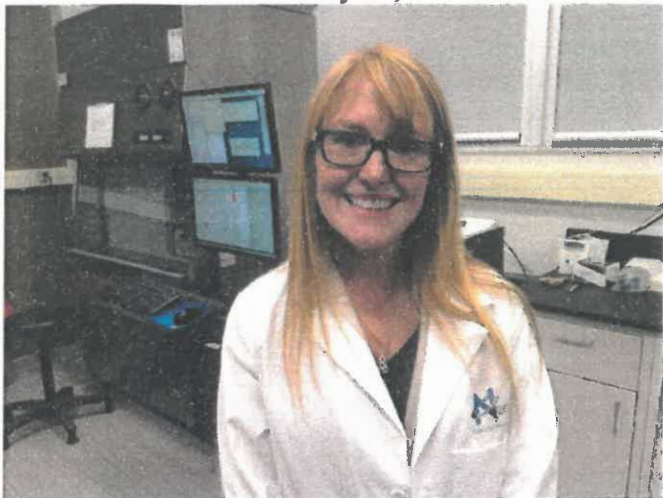
Porter said the future of local health care relies on the institute being successful.

“We need to move forward, the time is now. The province isn’t going to wait around for us and if we don’t create a name for ourselves, we’re going to get left behind,” the doctor said.

The proposed institute does not require government approval.

Windsor Health Institute set to Launch this Spring

AM800 CKLW – February 11, 2019



Dr. Lisa Porter, Scientific Director Windsor Cancer Research Group (by AM800's Peter Langille)

Health care centres and educators are taking their collaboration to the next level in Windsor-Essex.

University of Windsor Professor Lisa Porter received Windsor Regional Hospital's support to move forward with the Windsor Health Institute at its board of directors meeting Thursday.

The institute will bring aspiring health professionals and researchers from St. Clair College and the University of Windsor together for training programs, academic support, professional development and think tanks.

"To unite and really say this is a priority, I think we've got all of the foundation accomplished so we know we can do it. Now it's rolling it out in a larger scale," says Porter who pointed out Windsor-Essex's existing reputation as one of the most progressive hands-on learning environments in the country at the meeting.

Combining some of the best in brightest is something Porter says will help keep academics and doctors in the region.

"It's exciting for our community. It's a new way we can engage students to really support physicians and professional development and change the academic culture that makes people want to keep learning and pushing to do their very best," added Porter.

She says the greatest benefit to the community is what research can do for residents at the soon to be built regional acute care centre.

"Research does bring in access to new drugs, new equipment — this is going to be the way that we can keep on the cutting edge."

The University of Windsor has already committed \$200,000 to the program each year for the next five years.

Porter says the institute is set to launch in April.

Old YMCA building undergoing \$9M conversion to house international students

Chatham Daily News - February 14, 2019



Developer Victor Boutin announced a \$9 million investment on Thursday, February 14, 2019 to create a student residence for 200 international students that will be located in the former YMCA building in Chatham, Ont.

Everlast Group is making a \$9 million investment to convert the former Chatham YMCA building into a residence that will house 200 international students in the future.

“We are giving a new life to the old ‘Y’ and it will be for the students,” said Victor Boutin, principal at Everlast Group, during an media event on Thursday to show how the project is progressing.

Named La Residence, he said each unit of the first phase, slated to be completed by the end of March, will have four bedrooms, two bathrooms, a kitchen with fridge and stove and a living room and dining room.

“As part of our commitment to prove that Chatham-Kent is the right community for investment, we have launched an aggressive build timeline to have La Residence completed in a little over a year,” Boutin said.

Construction began in November 2018 and La Residence project supervisor Brian Chute said phase two is planned to be completed in June and the final phase should be wrapped up by the end of December.

Story continues below

Boutin said he spoke with St. Clair College officials and learned they have students coming from India and China and other parts of the world.

“If we do a great thing for them, they will bring other students here,” he said.

Chatham-Kent Mayor Darrin Canniff called the project an “exciting opportunity,” citing the fact the municipality and council have identified post secondary education as an important aspect of building the community.

“What a great opportunity for Chatham-Kent to attract those individuals,” he said.

Canniff added bringing 200 students into the downtown area will provide an economic boost and hopefully many of the students will choose to stay here in the roles they have trained for, because their skill-sets are needed.

“This is a great advancement for Chatham-Kent and I look forward to seeing this progress,” Canniff said.

“This is a very important project not only because it breathes new life into an old building, it also increases the number of affordable spaces for students to live,” said Frank Mocerri, industry liaison for St. Clair College, in a written release.

“This endeavour will support St. Clair College’s growth and development,” he added.

Following the completion of phase 3, it is planned that students will be able to begin accessing the residence in line with the college’s semester schedule.

Boutin said he plans to provide some recreational activities for the students onsite, including a gymnasium and tennis court.

He added plans also include doing some kind of development along the Thames River in a few years to provide canoeing and kayaking for students.

Calling students the future, Boutin said, “If we do a great thing for them, they will bring other students here.”

Former Chatham YMCA to become housing for international students

The first phase of 'La Residence' is expected to open in April

CBC News · Feb 14, 2019



The former YMCA building is located on King Street West in downtown Chatham. The redevelopment began in November. (Submitted by Municipality of Chatham-Kent)

The growing number of international students studying at St. Clair College's Chatham campus has inspired a developer to convert the former downtown YMCA into student housing.

The first phase of "La Residence" is expected to open in April and will house 64 students. The three-phase project is expected to cost \$9 million and will have room for 200.

Brian Chute, project supervisor for Everlast Group, said many Indian and Chinese students are attending St. Clair College, who need a place to stay.

"So we saw an opportunity and started coming up with ideas with how to develop this property into student housing."

The development also includes refinishing the tennis courts on the property and giving residents access to kayaks and canoes to use on Thames River.

Students will live in "pods" that house eight. The units include two bathrooms and a communal living room and kitchen.



Everlast Group Principal Victor Boutin address media at the new student residency being built in downtown Chatham. February 14, 2019. (Photo by Greg Higgins)

Developer takes on new build in Chatham, targets summer opening for condos

Blackburn News - February 14, 2019

The company in charge of the new condominium building in downtown Chatham has taken on an additional \$9 million project in the heart of the city.

Construction company Everlast Group has taken on the student housing facility project on King Street across from the Chatham-Kent Fire Station 1. The building was previously a YMCA, but has been mostly vacant since “the Y” moved to a new facility in 2011.

The principal of Everlast, Victor Boutin, was asked why the group would take on a new project while the [condominium building hasn't been completed](#) almost a decade after ground was broken. Construction began on the \$50 million, 88 unit building in 2010 and has been delayed multiple times.

“I think we should leave the past in the past and look ahead at the future and you have a great future here,” Boutin said. “With those kinds of projects, you don’t do them in a few days. It is like Rome. Rome wasn’t built in a day, it took a few years so it is the same thing here. You have to look at the future and in 10 years, Chatham-Kent will be completely different.”

Boutin said the delay has been due to the trades and “something else” which he claimed was out of the company’s control. He said the condos will be finished by July and ready for leasing by August.

Chatham-Kent Mayor Darrin Canniff said that he and Boutin hope to hold a similar press conference and tour at the Boardwalk Condominium building in a few weeks.

As for the student housing facility — being called La Residence — Boutin said it will be done in three phases. The first phase, which started in November of 2018, is expected to be completed this March. The second phase is set for June and the final phase is expected to wrap up in December 2019. After its completion, the facility will be ready to accept students for the following semester at St. Clair College.

The facility will house 200 people and the focus is on bringing students in from India and China. Each unit in the building will have four bedrooms, a full kitchen, two bathrooms with showers, a living room, and a dining room.

“We like to look after students, especially those coming from all over the world,” Boutin said. “We have to please them and make them happy. This way if we do great things for them they will bring more students here.”

Boutin added that Canadians can also apply for residency as it isn’t strictly for international students.

Canniff said post-secondary education is something council identified as an important aspect of the community.

“What a great opportunity for Chatham-Kent to attract those individuals and convince them to stay here in the roles and opportunities they are trained in,” Canniff said. “It is a really exciting opportunity for Chatham-kent and I am looking forward to seeing this completed”



It's Time to Take the Plunge for a Great Cause

AM800 CKLW – February 15, 2019



The 3rd Annual Polar Plunge for Special Olympics Ontario took place on February 2nd, 2017

More than 160 dippers will take part in the fifth annual Polar Plunge at St.Clair College in Windsor. The event is organized by police agencies across Windsor-Essex in support of the Special Olympics. Those taking part will be jumping into a pool filled with freezing water.

\$185,000 has been raised since the event began and organizers have set a fundraising goal of \$60,000 for this year.



Jumpers at the 2017 St. Clair College Polar Plunge (Photo by AM800's Rob Hindi)

Windsor Police Constable Adam Young says there are new and returning participants.

"They're doing it for a great cause," says Young. "They're bringing awareness and fundraising for Special Olympics, so that monumental task and gesture will take care of any discomfort they may feel when they jump in. They're going it for a great cause and a great reason."

If you want to take part, Young says there's still time to sign up.

"Registration will be open right up until the plunge," he says. "I think we're going to close registration at 10:30am, 11 o'clock in the morning."

The first dipper is set to take the plunge at 12pm.



Windsor Police Chief Al Frederick takes the Polar Plunge, February 4th, 2016

PHOTOS: St. Clair College Hosts Fifth Annual Polar Plunge At SportsPlex

WindsoriteDOTca News — February 15, 2019



The Polar Plunge, presented by the Ontario Law Enforcement Torch Run, took place at St. Clair College's SportsPlex Friday afternoon.

Plungers take a cold dip in a pool of water outside to raise funds for their team or as an individual. Over \$185,665.00 has been raised by the Polar Plunge locally since 2015, with proceeds benefiting Special Olympics Ontario.



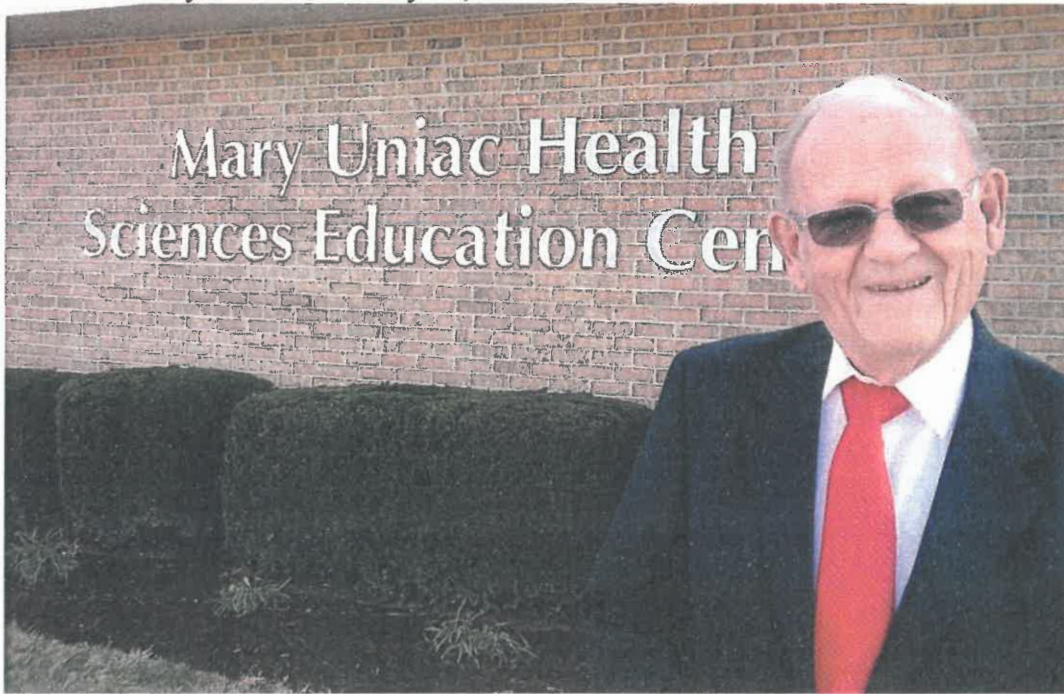
Full Board Meeting:
February 26, 2019

Media Releases



Frank Uniac remembered for his love of Chatham

Chatham Daily News - February 15, 2019



Frank Uniac, a generous support of local healthcare, passed away on Feb. 6, 2019 at age 93. He is seen here in a photo taken Oct. 19, 2013, when the Mary Uniac Health Sciences Centre officially opened at the Thames Campus of St. Clair College. Uniac provided funding for the facility in memory of his wife, Mary, who was a registered nurse.

Chatham-Kent has lost a proud supporter of local healthcare and sports.

Frank Uniac passed away Feb. 6 at age 93, leaving a legacy of giving back to the community.

Uniac and his late wife Mary, a long-time nurse who passed away in December 2010, “together believed strongly in giving back,” said long-time friend and neighbour Mike Peach.

As a result, the couple have left their mark on local healthcare.

Uniac donated the money to create the Mary Uniac Health Sciences Education Centre at the Thames Campus of St. Clair College. The 7,500-square-foot facility provides labs and simulation suites to help train nursing students.

Story continues below

In 2017, he donated the money to upgrade the main lecture hall at the college to add swivel chairs and desks to the 120-student space.

The hall was renamed in the A.W. Clapp Family Lecture Hall,” in honour of his wife’s family.

His many contributions to the Chatham-Kent Health Alliance includes redeveloping the auditorium, which was renamed the Frank and Mary Uniac Auditorium.

Peach said his friend “wanted to honour Mary with his continued support of healthcare in Chatham Kent.”

He added, "Frank and Mary didn't like public recognition for their good deeds. But they were truly 'gems,' and liked to only shine in the background."

Mary Lou Crowley, executive director of the Foundation of Chatham-Kent Health Alliance, said when she arrived in the community about 15 months ago, one of the first things she did in her new job was meet with Uniac.

"What strikes me about Frank is his passion and his commitment to many things, not just the hospital, but to so many charities," she said.

Crowley said Uniac was a "true philanthropist, he believes in giving back, he believes in helping others."

She added he always wanted to contribute in a way that would have a positive impact.

"It wasn't about him or Mary," Crowley said.

She added it was more about what Chatham-Kent meant to them and their belief that "we need to have the healthcare that we need right here in our community."

Peach said it was hockey that brought Uniac to Chatham from Stratford.

He joined the Chatham Maroons in 1949 and was later a founding member of Chatham Minor Hockey in 1951.

"Frank felt driven to grow the game and create an opportunity for kid's to play," Peach said.

Uniac was also actively involved in Chatham Minor Baseball.

"Hockey, and as well his involvement with minor baseball, allowed for him to be active," Peach said.

Coming to Chatham is ultimately the most important thing that happened to him, because it allowed him to meet Mary, the love of his life, Peach added.

Uniac was proud of his home town of Stratford, where he grew up.

"But after coming to Chatham, it became his home, and he felt obliged to giving back to the community," Peach said.

He said Uniac's main belief in life was "to be a good person."

"He told me he came to Chatham with the rear end ripped out of his pants, worked hard, invested wisely, was fortunate and got lucky," Peach said.

"It was important for he and Mary to pass their good luck and good fortune on to others," he added.

Brave Souls Raise Funds For Special Olympics in Polar Plunge

AM800 CKLW – February 15, 2019



About 160 people take part in the fifth annual Polar Plunge at St. Clair College. February 15, 2019 (Photo by AM800's Teresinha Medeiros)

The sunshine did little to warm up the outdoor pool at St. Clair College for the fifth annual Polar Plunge.

About 160 brave souls, which included local police officers, college students and the general public, jumped into the frigid water to raise money for Special Olympics.

The goal is to raise \$60,000.

This is the fourth time college student Holly Nicholson has taken the plunge.

"It was really cold but it was a lot of fun," she says. "It shocks you for about 30 seconds but I'm starting to feel a little bit better."

Carlene Frimer also took the plunge with some of her co-workers and says it was actually refreshing.

"I have taken cold showers before so if you imagine that times a thousand, it was cold," she says. "The energy of the crowd gave you some warmth and it was over before you knew it."

In the past four years, the event has raised more than \$185,000 with more than 750 participants taking the plunge.



The 5th Annual Windsor-Essex Polar Plunge, St. Clair College, Windsor, February 15, 2019.

Plunging and shivering for a cause

Blackburn News - February 15, 2019

People lined up Friday, willing to be “freezin’ for a reason”.

A steady stream of law enforcement officers, auxiliary officers, students, faculty and alumni from St. Clair College made the walk up a ladder in -2 C temperatures and a -11 C windchill to jump into a cold pool of water, all in the name of a good cause, in the fifth annual Windsor-Essex Polar Plunge to benefit the Law Enforcement Torch Run for Special Olympics Ontario.

Participants made their way through the St. Clair College SportsPlex and into the water, only to scurry out of it as the cold hit their skin. Volunteers and cadets from Windsor police were on hand with towels and to escort the jumpers back into the warm building.

This year’s version of the plunge lasted only Friday afternoon, but that did not deter people from wanting to take part. Adults paid either a \$50 registration or raised at least \$100 on their own. Students paid a \$30 fee or raised at least \$60.

Over the first four years of the event, roughly \$185,000 has been raised to support the Torch Run for Special Olympics Ontario, which opens up sports and athletic opportunities for people of all ages with an intellectual or developmental disability. Law enforcement has teamed up with them in [plunges across Ontario](#). In 2018, \$52,000 in financial contributions were collected, along with \$60,000 for in-kind contributions. This year, organizers were hoping to bring in at least \$60,000 in financial contributions.

Windsor Police Chief Al Frederick had planned to participate for the last time as an officer before his retirement later this year, but he was represented by Deputy Chief Pam Mizuno, who helped cheer the jumpers on. Deputy Chief Brad Hill was among the higher-ranked officers who took the plunge.



Full Board Meeting:
February 26, 2019



POLICE TAKE PLUNGE

Brave benefactors make big splash during Special Olympics fundraiser

Windsor Star - 16 Feb 2019



DAN JANISSE

Lasalle Deputy Chief Kevin Beaudoin, Opp Staff Sgt. Brad Sakalo And Windsor Police Service Deputy Chief Brad Hill leap together in a show of chilly police solidarity during the polar plunge windsor-essex friday at the main campus of st. clair college. the annual event raises money for special olympics.

More than 160 dedicated swimmers braved a frigid Friday to take a leap into near-freezing water — all in the name of helping Special Olympics athletes. Outside the St. Clair College SportsPlex sat a 31/2-foot-deep concrete pool, filled with chilly water, as participants lined up to face their frosty fate at the fifth annual Polar Plunge Windsor-Essex. For Ruth-Ellen McIntyre, it was her third time into the icy waters. Dressed as Fred Flintstone, she and her team of 11 colleagues from Caesars Windsor all wore fun, silly costumes for the chilly dip. “We usually try to come up with different things to inspire,” she said.

“Just make people smile and laugh and have a good time — which is what today is all about.” Together, their team raised \$1,664 for the Law Enforcement Torch Run, a campaign benefiting Special Olympics, for athletes with intellectual disabilities.

OPP Staff Sgt. Brad Saklo took his inaugural jump and was among the first to take the plunge.

“In the moment, it was freezing, but it’s good — a nice day to jump,” he said, describing the experience as “refreshing.”

A number of Special Olympians participated in the fundraiser as well, including Windsor swimmer Julia Lane, who represented Team Canada at the ninth Down Syndrome World Swimming Championships last year in Truro, N.S.

We usually try to come up with different things to inspire. Just make people smile and laugh and have a good time.

In its fifth year of being hosted in Windsor, Julia was the first to literally dive head first into the outdoor pool at the Polar Plunge.

All proceeds from Friday’s event go to the Law Enforcement Torch Run. Each plunger paid a \$30 registration as a minimum to participate and they often drum up additional donations for their test of nerves.

“The Law Enforcement Torch Run has been supporting Special Olympics for 50 years, as the charity of choice throughout the year, to raise money and awareness,” said Windsor police Const. Adam Young, one of the event organizers. “Last year, we raised \$54,000. This year, we’re hoping to raise \$60,000.”

There are 22 Polar Plunges across Ontario. Of this year’s \$400,000 provincial fundraising goal, \$130,000 has been raised so far.

The Polar Plunge is one of many year-round fundraising and awareness events hosted by the Law Enforcement Torch Run. The organization hosts other fundraising events, including the popular Torch Run, half-marathons and a motorcycle Torch Ride. “Our job is to raise money and awareness,” Young said. “We want more and more athletes to join the Special Olympics.”



A Windsor police representative bellyflops into the outdoor pool at St. Clair College Friday during the Polar Plunge Windsor-Essex, which raised money for the Law Enforcement Torch Run benefiting Special Olympics athletes. For a video of the event, visit windsorstar.com. PHOTOS: DAN JARISSE

ICY INSPIRATION

Brave benefactors make big splash during Special Olympics fundraiser

LINDSAY CHARLTON

More than 160 dedicated swimmers braved a frigid Friday to take a leap into near-freezing water — all in the name of helping Special Olympics athletes.

Outside the St. Clair College SportsPlex sat a 3½-foot-deep concrete pool, filled with chilly water, as participants lined up to face their frosty fate at the fifth annual Polar Plunge Windsor-Essex. For Ruth-Ellen McIntyre, it was her third time into the icy waters. Dressed as Fred Flintstone, she and her team of 11 colleagues from Caesars Windsor all wore fun, silly costumes for the chilly dip.

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Caesars Windsor employees Ruth-Ellen McIntyre and Jodie McIntyre don Flintstones costumes as they jump into the icy pool Friday during the Polar Plunge Windsor-Essex event at the main campus of St. Clair College.

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The Polar Plunge is one of



Liza Browne and Loredana Vagnini from Caesars Windsor enjoy the brisk Polar Plunge Windsor-Essex conditions Friday at St. Clair College.

many year-round fundraising and awareness events hosted by the Law Enforcement Torch Run. The organization hosts other fundraising events, including the popular Torch Run, half-marathons and a

motorcycle Torch Ride. "Our job is to raise money and awareness," Young said. "We want more and more athletes to join the Special Olympics." icharlton@postmedia.com

Sports briefs: basketball, volleyball, lacrosse

St. Clair Saints guard Jana Kucera of Chatham is the women's basketball scoring champion in the Ontario Colleges Athletic Association.

Chatham Daily News - February 18, 2019



Jana Kucera of Chatham, Ont., plays for the St. Clair Saints. (Photo courtesy of St. Clair Saints)

Kucera wins scoring title

Kucera averaged 20.2 points per game, the fourth-highest total in Saints history.

The Chatham-Kent Secondary School graduate was fourth in the OCAA with 4.5 assists per game.

Kucera had a game-high 22 points, five rebounds and three assists in the Saints' 76-48 win over the Sault Cougars in the regular-season finale Sunday in Sault Ste. Marie, Ont.

Kucera scored a game-high 28 points in an 86-44 win over the Cougars on Saturday. She also had nine rebounds and five assists.

Story continues below

She's in her second OCAA season.

Former Y building to be repurposed

Feb 19 , 2019



Developer Victor Boutin was in Chatham Feb. 14 to announce his plans for the former YMCA building – a student residence with room for up to 200 international students that is expected to be completed by December 2019.

Victor Boutin was in Chatham with The Everlast Group recently to announce a new \$9 million construction project to build a student residence in Downtown Chatham.

Located in the former YMCA building on King Street West, La Residence construction began in November of last year, and when completed, will be able to house up to 200 international students.

“As part of our commitment to prove that Chatham-Kent is the right community for investment, we have launched an aggressive build timeline to have La Residence completed in a little over a year,” Boutin, principal at Everlast Group, said Feb. 14. “There was a need identified in the community and we are happy to be able to step forward and work with our partners to lead a significant investment that will address that need.”

According to La Residence project supervisor, Brian Chute, there are three project phases in the timeline, with phase one set to be complete in March; phase two is planned for June; and phase three is planned to wrap up at the end of December.

“This is a very important project not only because it breathes new life into an old building, it also increases the number of affordable spaces for students to live. This endeavour will support St Clair College’s growth and development,” said Frank Mocerri, Industry Liaison at St. Clair College.

Taking the media on a tour of the construction site, Boutin said each section will house four students, each in their own room, with a shower and washroom in the suite, and a common kitchen area and living room.

“There will also be a large common room, a gym, and outside, we will refinish the tennis court and we’ll be doing something with the waterfront as well. We find that here, you don’t use the waterfront enough, so that’s why we will have canoe and kayak opportunities for the students, and maybe we will create some racing and that kind of thing,” Boutin said of his plans to make the residence an enjoyable student experience.

As part of the process to ensure that La Residence construction is proceeding as smoothly as possible, the Municipality of Chatham-Kent Building Department has been working closely with the Everlast Group to ensure that all plans and construction activities are up to code, safe for the community, and able to move forward.

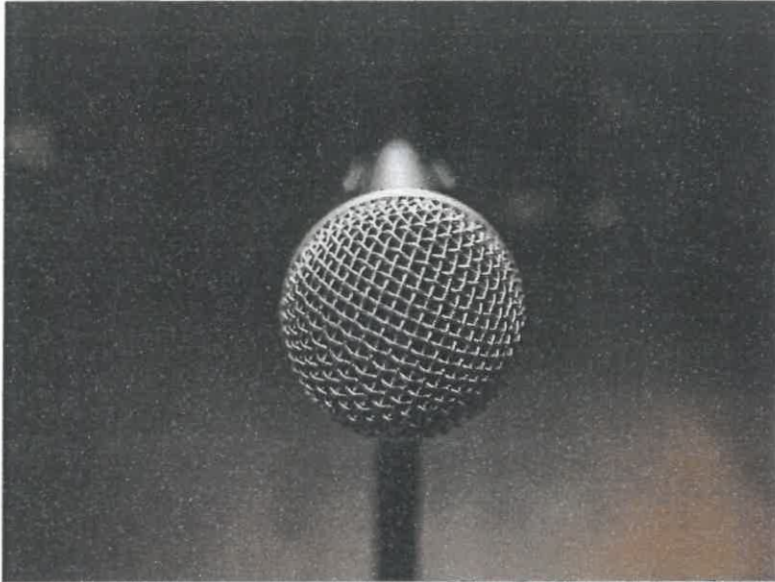
“I have seen the plans for this new student residence and they are amazing,” said Darrin Canniff, Chatham-Kent mayor. “I’m aware that housing can at times be a barrier so it’s fantastic when the municipality can work with local developers to help eliminate those barriers.”

“Not only is the initial \$9-million investment positive for all of Chatham-Kent, but the economic spinoffs of having 200 more people in the downtown Chatham core will be important for local business,” Canniff added. “Think about it – we’ll have 200 students coming to downtown Chatham and creating a lot of economic activity. We hope a lot of them will choose to stay here in Chatham-Kent.” Following the completion of phase three in 2019, it is planned that students will be able to begin accessing the residence in line with the St. Clair College semester schedule.



Essex County's best spellers to square off at Scripps Regional Spelling Bee

Windsor Star - February 19, 2019



LASALLE, ON. MARCH 2, 2008. - The microphone used in the 2008 Windsor regional Canwest CanSpell Spelling Bee is pictured on with on stage at the Villanova Festival Theatre in LaSalle on Sunday, March 2, 2008.

The regional competition for the Scripps National Spelling Bee Finals will take place Saturday in downtown Windsor.

The WFCU Credit Union Scripps Regional Spelling Bee begins at 1 p.m. at the Chrysler Theatre on Riverside Drive.

More than 2,500 students participated in school spelling bees throughout Windsor and Essex County over the past few months. The winners, 28 spellers from 14 schools, will go head-to-head on Saturday.

The regional spelling bee, meant to promote literacy and language arts, gives children from grades 4 to 8 a chance to represent Windsor-Essex and Chatham-Kent at the Scripps National Spelling Bee Finals in Washington, DC. The national spelling bee happens in May.

The winner of the regional spelling bee will receive a WFCU Credit Union Educational Scholarship and an all-expenses-paid trip to Washington to compete against hundreds of other students from across North America.

CTV News Windsor anchor Jim Crichton will host the Windsor event. Windsor Star managing editor Craig Pearson will be the pronouncer.

Judges include Beverly Becker, Postmedia's national director of local marketing, Jason Ilijanic, director of commercial services for WFCU, AM800 program director Melissa Schultz, and Veronique Mandal, co-ordinator of journalism and media convergence programs at St. Clair College.

WFCU Credit Union To Host Regional Scripps Spelling Bee

WindsoriteDotca News -- February 20th, 2019



This Saturday, February 23rd, 2019 the WFCU Credit Union will host the Scripps Regional Spelling Bee as part of their new Community Engagement Program.

The Spelling Bee was established to give area youth, in grades 4 to 8, the opportunity to win the chance to represent the communities of Windsor-Essex and Chatham-Kent at the Scripps National Spelling Bee Finals being held in Washington, DC in May 2019.

Over 2,500 students participated in school spelling bees throughout Windsor-Essex County over the past few months and the winners are set to compete at the WFCU Credit Union Regional Scripps Spelling Bee being held this Saturday at the Chrysler Theatre.

The regional competition, involving 28 spellers from 14 local schools.

The winner of the Regional Spelling Bee will receive a WFCU Credit Union Educational Scholarship and an all-expenses paid trip to Washington, DC to compete against hundreds of other students from across North America at the Scripps National Spelling Bee, including full access to all activities planned for competitors during Scripps Bee Week.

A Boost in Ridership at Transit Windsor

AM800 CKLW – February 21, 2019



(Photo by AM800's Kimberley Johnson)

A spike in ridership for Transit Windsor.

Executive Director Pat Delmore says ridership jumped 22% in 2018.

He says there was also a 54% increase in student ridership compared to 2017.

Delmore says despite some challenges, 2018 was a good year for Transit Windsor.

"We're looking at about 22% increase in ridership which is unheard of in the industry," says Delmore. "There were some other municipalities that were also seeing ridership numbers like that and for all those municipalities in Ontario anyways, it was centred around international students coming into the communities and attending community colleges and universities."

He says the highest ridership levels came from St. Clair College.

"Our Dominion 5 route, the Dougall 6 and the South Windsor 7 all saw very high high numbers," says Delmore. "For example with the Dominion 5, we've had to double and even triple this level of service that we provide to St. Clair College from downtown, doubled the service from the west end along the South Windsor 7 route so very positive numbers from the college."

Delmore says there was a strong increase in ridership from University of Windsor students as well.

"One of the recent numbers that we pulled was that of the university students that were eligible for a U-Pass, just under 60% used it at least once during the times of September to December of this past year," says Delmore. "Those numbers are greatly increased. I can remember the first year of the U-Pass agreement, only 3,000 students picked up the pass and this year we're at about 8,000."

There was a 5% drop in adult ridership and a 3% decrease in senior riders in 2018.

The tunnel bus was also down 7% due to tunnel construction.

Overall, more than 8.1-million people used Transit Windsor in 2018.

In 2017, about 6.7-million used the service.

Henderson: France a calming influence at St. Clair through explosive growth

Windsor Star - February 23, 2019



St. Clair College president Patti France at a school announcement in November 2016. Jason Kryk / Windsor Star

Her handshake would make a stonemason wince and that's just the first clue that there's much more to Patti France, the immensely likeable first female president of St. Clair College, than meets the eye.

Wild applause from staff and students greeted the announcement, four years ago next week, that the petite Riverside High School product would replace a larger-than-life John Strasser as college president.

Little wonder the news had folks cheering. This was one of those all-too-rare Horatio Alger stories: Local person starts at the bottom and works their way to the top through talent and effort (in place of the customary backstabbing) while remaining genuinely nice and approachable.

Some of us speculated at the time that the college was easing off the accelerator in choosing a healer and consolidator — the people's choice — following years of aggressive growth under a pugnacious Strasser.

France, 52, is indeed a calming influence. But the expectation that she could be just a hold-the-line figure has proven laughably inaccurate.

St. Clair, under France, has experienced explosive growth, driven primarily by international recruitment, that's giving the college global exposure while bolstering its bottom line and bringing it out from under the shadow of its partner and rival, the University of Windsor.

The college, as of last fall, had a record 12,805 students, including more than 10,000 at its downtown and South Windsor campuses, nearly 1,200 in Chatham and another 1,200 at a Toronto campus for international students run by a private-sector partner.

The Toronto deal, involving Ace Acumen Academy in Don Mills, has been a godsend for St. Clair, delivering millions of dollars in net proceeds to enhance its Windsor and Chatham campuses.

"John Strasser signed that deal and gave it to me to implement," said France in an interview last week. That's a familiar story. She, in various capacities, has long been the make-it-happen person for college visionaries.

“It’s great to have strategy and vision, but implementation is the most important part,” said the self-described “techie” and “lover of detail.”

St. Clair took a staggering \$12-million annual hit last spring when the late and unlamented Kathleen Wynne government passed “Equal Pay for Equal Work” legislation that jacked up wages of part-time, casual and seasonal workers.

In response, the college doubled down on recruitment of high-tuition international students, especially from India, luring thousands to Windsor where they now make up nearly a third of the student body.

There have been growing pains, conceded France, with crowded city buses, housing issues, language difficulties and cultural hiccups. But she sees permanent benefits for Windsor and Canada with many of those skilled and often highly entrepreneurial students planning to remain in this country.

That aggressive initiative turned red ink, potential cutbacks and layoffs into an expected \$20-million surplus this year.

“It’s easy to go do good things when you don’t have to worry about money,” said France.

Those good things, with lots of help from generous donors, include large investments in deferred maintenance, a \$21.5-million sports park, a \$23-million student residence at the South Windsor campus and a requested \$20 million for an academic tower addition.

France stressed no local students are being displaced in the “go big or go home” push to make St. Clair a destination institution. The college, she vowed, won’t accept out-of-country applications for fully subscribed courses.

I find the story of this Forest Glade-raised daughter of a Ford Essex Engine plant skilled tradesman, who passed down his intense work ethic, deeply inspiring.

She started at St. Clair at 19 as a student and part-time employee and over the decades parlayed her smarts, people skills, inner toughness and unmatched institutional knowledge into a position where she can take the college that has long been her loving obsession to greater heights.

Along the way she snagged a couple of postgraduate degrees, cared for now deceased parents with her husband, Don, and raised a son, Steven, who is now a Chatham dentist.

Oh, and she did all this without any moaning about glass ceilings.

Talk about a role model.

Local roundup: Saints headed to OCAA women's basketball championship

Windsor Star - February 24, 2019

The St. Clair Saints women's basketball team qualified for the OCAA championship in convincing style on Saturday.

St. Clair won its playoff crossover game with a convincing 71-47 victory over the North York Seneca Sting at the SportsPlex.

After allowing the first basket, St. Clair reeled off 15-unanswered points to take control of the game as the Saints forced 29 Seneca turnovers in the game.

Jana Kucera led the offence for St. Clair with 24 points while Anna Ulicny, who is a St. Anne high school product, finished with 20 points.

The Saints now head to Kingston for the OCAA championship and will face Ottawa Algonquin in quarter-final play on Thursday.

Story continues below

The St. Clair men's team lost its crossover playoff game by a 100-78 count to Seneca in North York.

Jalen Sykes had 21 points to lead the Saints' offence while Nik Veigli finished with 16 points. Daelyn Davis added 14 points and David Gomez Jr. finished with 11 points.

Saints fall

The St. Clair College Saints women's volleyball team fell in the consolation final at the OCAA championship in Sudbury on Sunday.

St. Clair fell 3-1 to the Mohawk Mountaineers by scores of 31-29, 14-25, 27-25 and 25-18.

The Saints came into the tournament ranked No. 2 in Ontario, but fell 3-2 to the Niagara Knights in the quarter-finals by scores of 25-18, 25-23, 25-27, 20-25 and 15-13. That pushed the Saints into the consolation semifinals where the team beat the host Cambrian squad 3-1 by scores of 24-26, 25-14, 25-17 and 25-22.

Transit Windsor ridership rose 22% in record-breaking 2018

Windsor Star - February 24, 2019



St. Clair College students crowd into a Transit Windsor Dominion 5 bus at the St. Clair College main campus on Feb. 13, 2018. The sudden rise in students using South Windsor buses resulted in some regular Transit Windsor users being bypassed by full buses.

An unexpected spike in students riding the bus is credited with an unprecedented 22 per cent Transit Windsor ridership increase in 2018.

This comes at a time when most transit services across the country are seeing annual ridership increases under two per cent, says an end-of-year Transit Windsor report on the record-setting numbers.

Student ridership ballooned by 54 per cent compared to the previous year, from 3.1 million to 4.8 million rides annually.

“The main reason for this increase is due to the nearly 5,000 new international students attending St. Clair College,” said the report, which recounts how the students started arriving in January 2018. Transit Windsor began experiencing big increases on its routes servicing the college’s South Windsor campus. By the end of the year, ridership was up 108 per cent on the Dominion 5, 73 per cent on the Dougall 6 and 106 per cent on the South Windsor 7.

The report says that while Transit Windsor is pleased with the “positive swing in ridership numbers,” it was not “operationally prepared for the significant increase.”

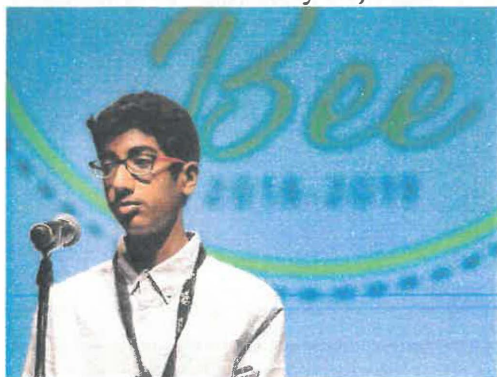
The report cites “numerous” instances when passengers waiting at bus stops were bypassed by fully loaded buses. In response, express trips were added to the college, and starting this year the frequencies of these three South Windsor routes, as well as the Transway 1C, were increased.

The Transway IC now runs every 10 minutes during the day on weekdays, thanks to increased ridership stemming from the U-Pass program at the University of Windsor. While the U-Pass system is regarded as a great success, with part-time students joining in the 2017/18 school year, that three-year pilot project expires in March and making it permanent will be the subject of a student referendum.

While student ridership skyrocketed in 2018 and overall ridership rose 22 per cent, all other categories dropped.

Local speller earns a spot in U.S. national spelling bee

Windsor Star - February 25, 2019



Rishi Damarla competes in the WFCU Scripps Regional Spelling Bee at the Chrysler Theatre, Saturday, February 23, 2019. Damarla defeated runner-up Giavanna Patcas to claim first place. Dax Melmer / WINwp

Slanderous, lactation, sockeye, and grout. These were the final four words Rishi Damarla spelled correctly to beat his spelling bee opponents and earn a spot at a U.S. national competition in Maryland.

The 13-year-old Academie Ste. Cecile student was awarded the championship title at the WFCU Credit Union Scripps Regional Spelling Bee in round 50 at the St. Clair College Centre for the Arts. He and runner-up Giovanna Pactas from L.A. Desmarais Catholic elementary school went head to head for the final 23 rounds.

“From a young age I had a good long-term memory, so I thought it would be useful in spelling bees,” Damarla said Sunday, after receiving his first-place trophy. “I started progressing to different skill levels, and I realized I was actually really good at it, so I was like, why not try?”



Runner-up Giavanna Patcas competes in the WFCU Scripps Regional Spelling Bee at the Chrysler Theatre, Saturday, February 23, 2019. Dax Melmer / WINwp

Damarla won with the championship word “grout” after Pactas misspelled “menaced,” apparently struggling to understand the moderator, whom she asked to repeat the word several times.

“I had to use the sounds of the words to piece together the letters and the formation,” said Damarla, though he had studied most of the words he encountered in Saturday’s competition. “I think of it as everyone is equally as nervous as me, so that sort of makes me calmer.”

For his efforts, Damarla received a \$200 scholarship cheque, a one-year membership to Encyclopedia Britannica’s premium online access, a glass container full of candy and a WFCU Roots hoodie. Most importantly, he won a six-night stay at the Scripps National Spelling Bee official hotel in National Harbour, Maryland in May, where he’ll compete in a bee that’s been going on for 94 years.

He entered his first bee at age eight.

PRESIDENT'S REPORT

Meeting of the Board of Governors Full Board – February 26, 2019

1. Sports Park Groundbreaking

At a press conference held on Friday, February 1, 2019, the Student Representative Council (SRC), Thames Students Incorporated (TSI) and College Administration publicly announced the next development in our destination strategy, the construction of the Sports Park at our Windsor Campus. The event was followed by an official groundbreaking, complete with golden shovels, in the location where the Sports Park will soon be built.



The St. Clair College Sports Park will be a state-of-the-art multi-sport facility and will provide students with recreational and varsity athletic programming. The facility is directly aligned with the College's approved Strategic Directions as it relates to improved and new opportunities to foster Student Life. The Sports Park Complex will encompass a four-court indoor tennis complex, a four-court outdoor sand volleyball area, an artificial turf soccer stadium to seat 1,500 people, an outdoor walking track, and eventually, a softball diamond.

The project will be overseen by the SRC. The contractor, Fortis Group, has cordoned off the construction area and the project is about to begin!

2. Minister Ahmed Hussien Visit

The Honourable Ahmed Hussien, Minister of Immigration, Refugees and Citizenship Canada, visited the College on Thursday, February 14, 2019. The President thanked Minister Hussien for the invaluable assistance that he and his Ministry have provided to the College on numerous occasions, helping us to advise and assist students both individually and collectively. Minister Hussien was also thanked for being especially helpful in ensuring the processing of post-graduate work permits for our international alumni. Student representatives from the College's Ace Acumen Campus were on hand to present Minister Hussien with a plaque expressing their gratitude.



3. Gourmet Food & Wine Events

The first of three themed dinners took place on Friday, February 8, 2019 in the Eatery 101. The theme was “Italy” and guests were treated to a five course gourmet meal featuring Italian inspired dishes and wine. The next two events will be held as follows:

- **Friday, March 22, 2019** – “France” themed;
- **Friday, April 26, 2019** – “Spain” themed.

The themed dinners have been planned in order to assist students in meeting the experiential learning component of the program curriculum.



4. 5th Annual Polar Plunge

The 5th Annual Polar Plunge took place in Windsor at the St. Clair College SportsPlex on Friday, February 15, 2019 and in Chatham on Saturday, January 19, 2019. Funds raised from the event will benefit the Special Olympics. This year’s event in Windsor had 165 “plungers”, including our very own Kevin Beaudoin (Board of Governors), Kiara Clement (SRC Vice President, Student Affairs) and Holly Nicholson (SRC President).

Windsor:



Chatham:



5. St. Clair College Men's Basketball Advance To Playoffs

The St. Clair College Men's Basketball team finished the season with a 10-10 record in the OCAA's West Division. This is the fourth straight season the Saints have qualified for the playoffs but the first time since 2013-14 that they eclipsed the 10-win threshold in the regular season.

6. New Tuition Framework

On January 17, 2019, the Government of Ontario announced a new tuition framework for colleges and universities that will see tuition fee levels reduced by 10 per cent in 2019-20, relative to 2018-19 levels. Under the new framework, tuition fees will also be frozen for 2020-21. The government also announced a new approach to student fees. Under the “Student Choice Initiative,” students will be given more leeway about which fees they chose to pay, but fees for essential services will remain mandatory. Changes are also expected to take place for the Ontario Student Assistance Plan (OSAP).

The details of the revised framework have not yet been released by the Ministry.



Financial Monitoring Report December 31, 2018

Presentation to the Board of Governors February 26, 2019

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- Capital Update at January 2019
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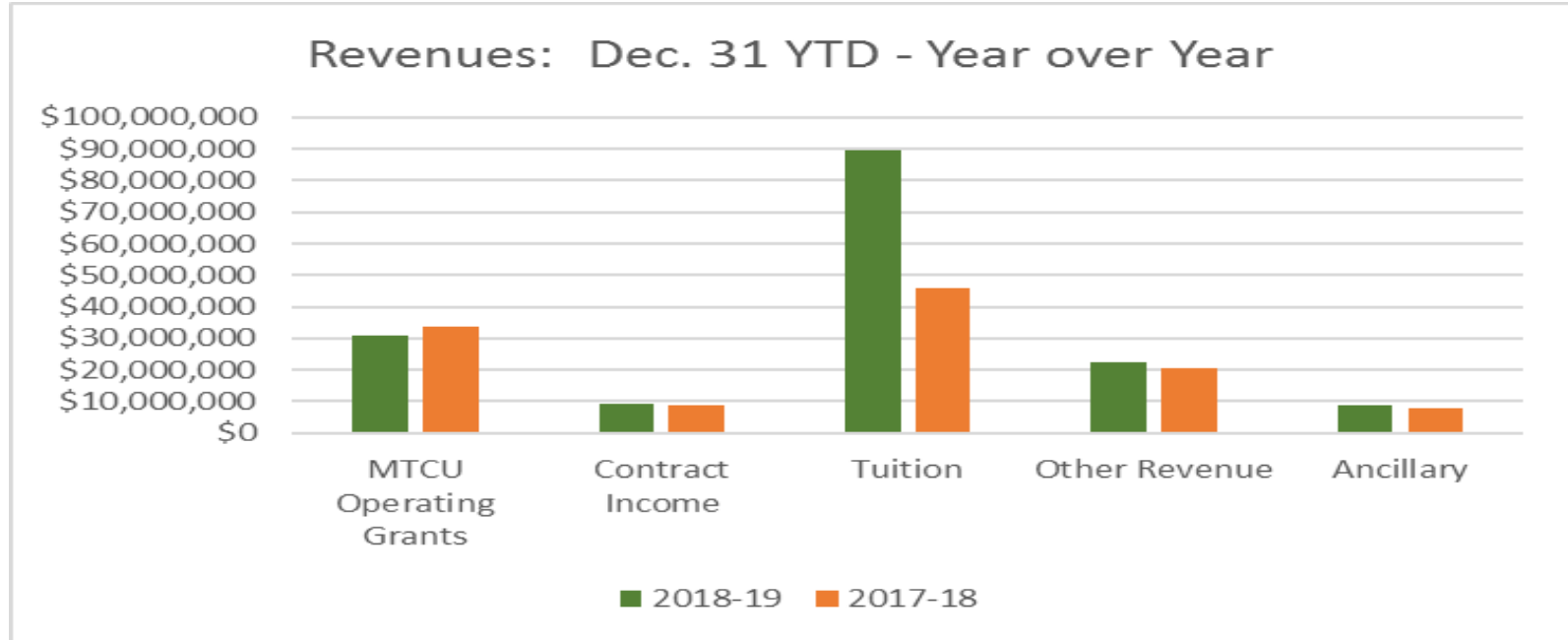


Summary of Revenues and Expenditures

Schedule I (in 000s)			
Line Item	Fiscal Year Budget	Dec. 2018 Actual	Dec. 2017 Actual
Revenue	\$182,783	\$160,628	\$116,453
Expenditures	\$172,230	\$121,891	\$91,575
Surplus / (Deficit)	\$10,553	\$38,737	\$24,878

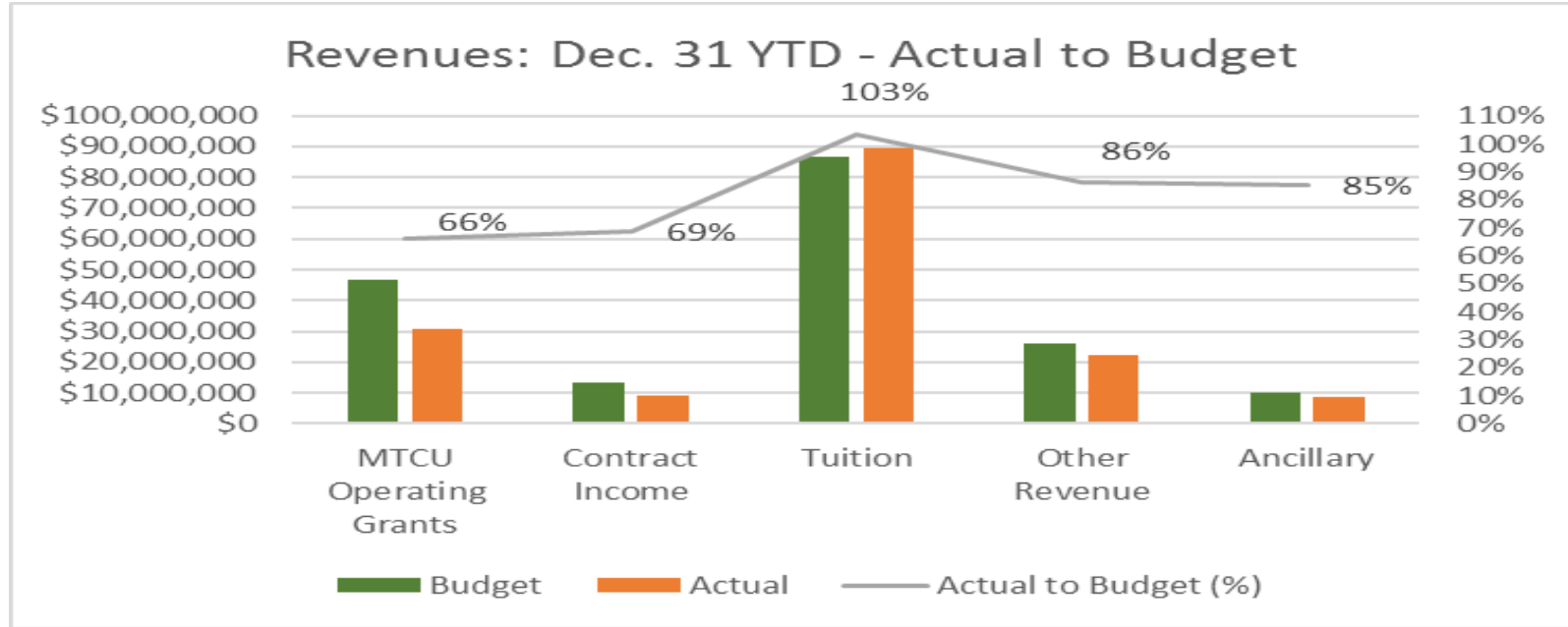
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Revenues



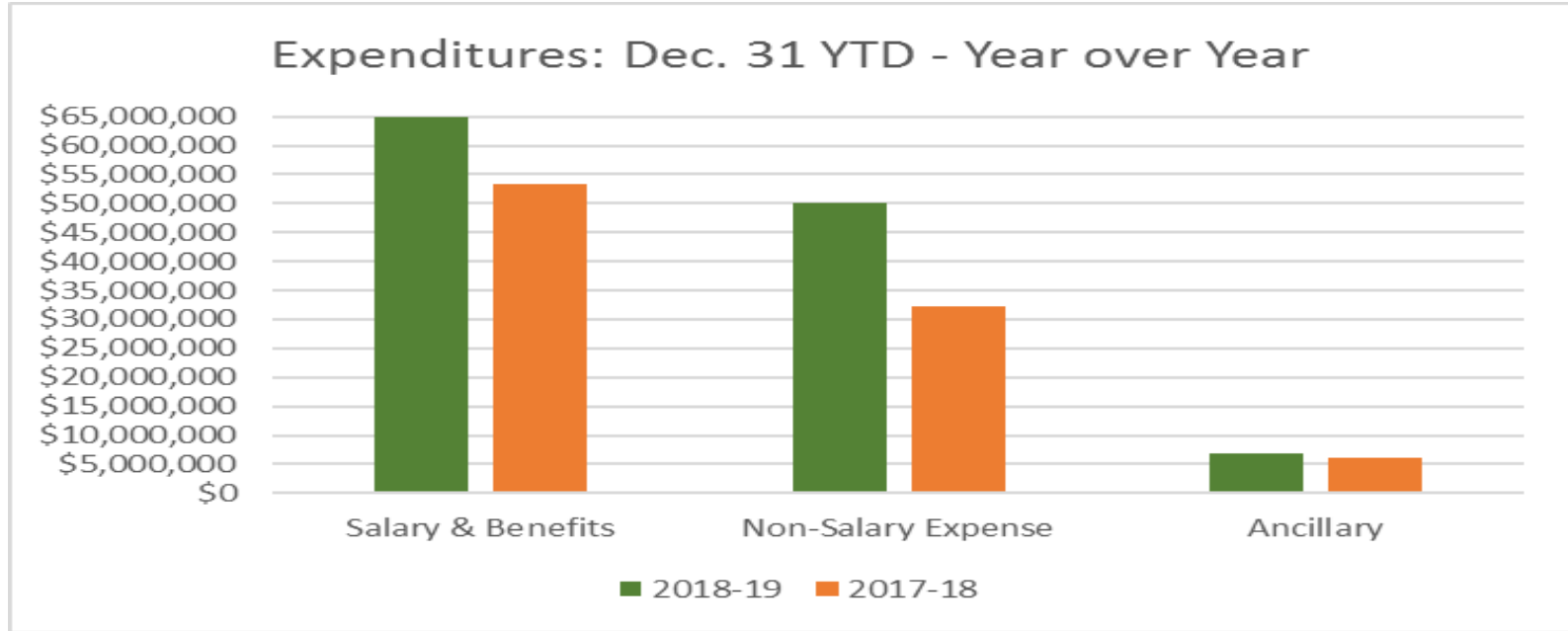
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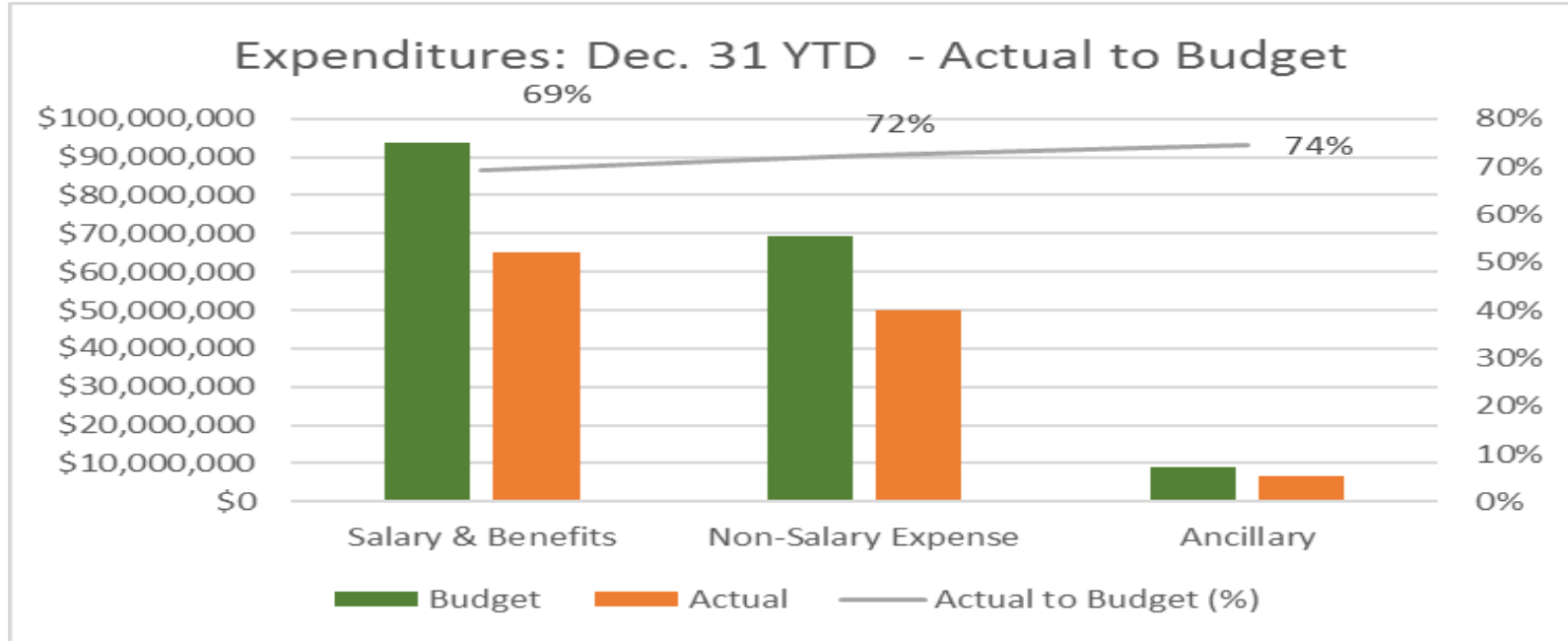
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Expenditures



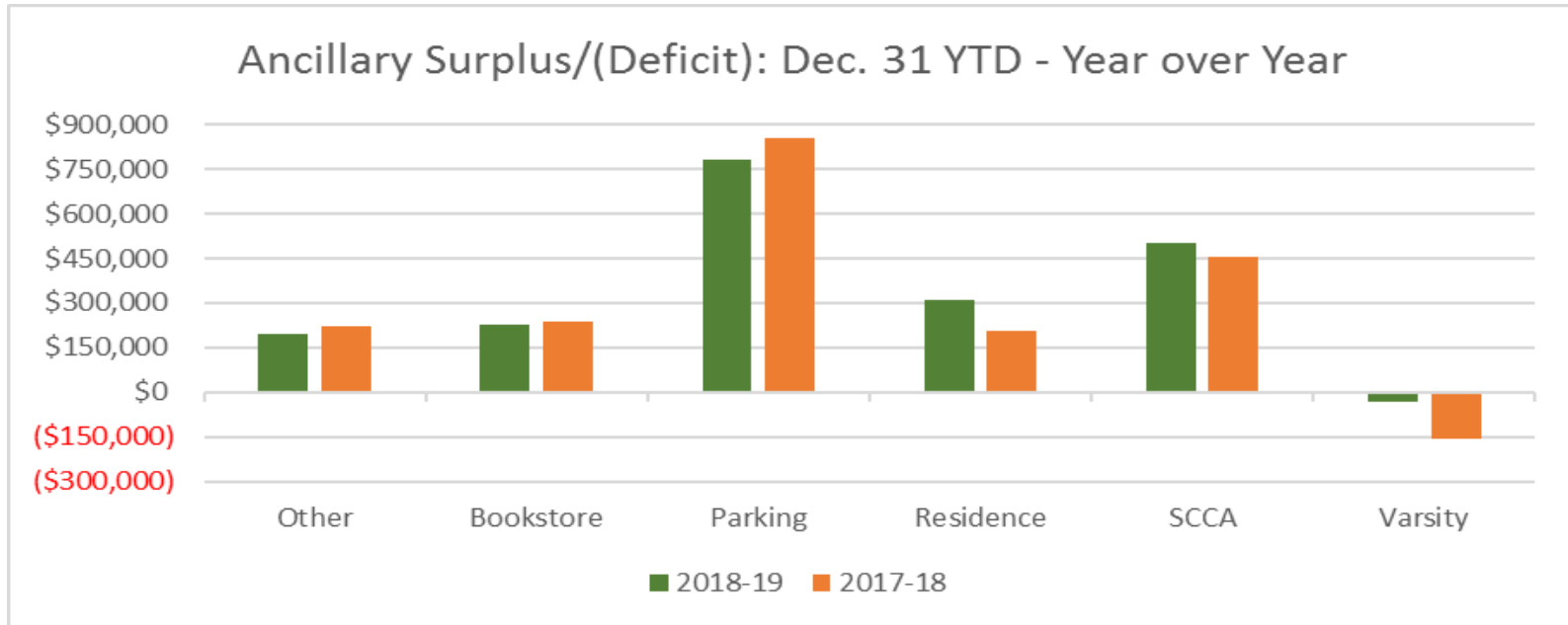
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Expenditures



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Ancillary



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Capital Update at January 2019

Project	Fiscal Year Budget	Actual Spend	Variance
Greenhouse Gas Grant	\$6,163,610	\$2,152,796	\$4,010,814
Other Capital Grants*	\$1,431,291	\$866,914	\$564,377
Operating Funds	\$9,500,000	\$7,265,292	\$2,234,708
Total	\$17,094,901	\$10,285,002	\$6,809,899

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Recommendation

- IT IS RECOMMENDED THAT the Board of Governors:
Receive the Financial Monitoring report as at
December 31, 2018 as information.



Questions?

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