

# ST. CLAIR COLLEGE OF APPLIED ARTS AND TECHNOLOGY

## MINUTES

of the

### FULL BOARD MEETING of the BOARD OF GOVERNORS

Held March 27, 2012 at 6:30 p.m., in Boardroom 342, South Campus, Windsor, Ontario

#### PRESENT:

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

#### REGRETS:

Mr. C. Janisse  
Mr. R. Seguin

#### Also Present:

Mr. P. Aylesworth, Local 138 Faculty Observer  
Mr. D. Barsanti, Chief Financial Officer  
Mr. E.P. Chant, Editor, SAINT, Student Newspaper  
Mr. R. Chittam, Chair, School of Skilled Trades  
Ms. J. Dale, Representative, St. Clair College Retirees Association  
Ms. P. France, Senior Vice President, College Operations  
Ms. S. Girard, Secretary, Board of Governors  
Mr. W. Habash, Associate Vice President, Academic Operations  
Ms. S. McLelland, Program Manager, Apprenticeship  
Mr. D. Renaud, President, Alumni Association

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

Mr. Parrott chaired the meeting and Ms. Girard was the Recording Secretary.

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

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

**RESOLVED THAT** the Board  
adopt the March 27, 2012  
Full Board Agenda as distributed.

2.0 **Approval of the Full Board Minutes of the February 28, 2012 Meeting Held in Windsor, Ontario**

The Chair at this time called for any changes or omissions to the above Minutes as distributed. The Chair noted that on page 4 the second motion should read "The Chair called for a motion" instead of "The Chair made a motion", this is the same on page 5 first motion, it was therefore,

**RESOLVED THAT** the Full  
Board Minutes of the February 28, 2012  
meeting be adopted as amended.

3.0 **Constituent Reports**

**SCC Retirees Association**

Ms. JoAn Dale informed the Board that they are getting ready for the Annual General Meeting that takes place in May. She stated that there is some concern that the new retirees are not coming out and taking part in any of the activities, so in the fall they are going to plan some activities for the people that had retired in the last three years.

A copy of the Retirees Association report is attached as Item #3.0.1.

**Faculty**

Mr. Phil Aylesworth talked about an event that took place on February 11, 2012 by Early Childhood Educators (ECE) called Beating the Winter Blues. Over 250 graduates of the ECE program registered for this event. Ten different workshops were offered throughout the day, representatives of the College and Early Childhood Educators and the Provincial Association office made presentations.

The open house that took place last Saturday was very successful and it was very gratifying how many students and faculty came out. The faculty that volunteered their time to talk to the students was very much appreciated. We had some students sign up right on the spot and a lot of students that came out to meet the faculty and have a tour of the College.

A copy of Mr. Aylesworth's presentation is attached as Item #3.0.2.

### **Alumni Association**

Mr. Derek Renaud reiterated the success of the Alumni of Distinction Award evening stating that five Alumni were honoured for their extraordinary success. Mr. Renaud also stated that one of the Alumni's goals is to reach out into the community and try to bring Alumni back into the College, get them involved. They have formed a committee called the "Chapters Committee" and what that committee is for is they are looking to find some information for Alumni that may be outside of Windsor. They are trying to engage Alumni outside of Windsor trying to increase out Alumni database. Their goal is to make sure that the St. Clair College Alumni are proud to be Alumni and that they are involved in making sure that people know about St. Clair College.

## 4.0 **Business Arising**

### 4.1 President's Report

Dr. Strasser had a couple of items to discuss:

1. Dr. Strasser advised the Board that there is an announcement in their portfolios regarding organizational changes at the College; this is phase 2 with phase 3 to happen sometime by the end of the week. Ms. France advised the Board that a revised copy of the organizational chart would be put on Blackboard once phase 3 is completed. A copy of this announcement is attached to the Minutes as Item # 4.1.1
2. Dr. Strasser also advised the Board that there is a copy of the Memorandum on the Financial Position of the College that had been sent out earlier in the week. Ms. France added that both the Faculty and Support Staff Unions have been very cooperative in working with the College in this regard. A copy of this announcement is attached to the Minutes as Item # 4.1.2.

### 4.2 KPI Surveys

Ms. France informed the Board that unfortunately the KPI results have not yet been released and the results will be brought back to the Board at the April meeting.

## 5.0 **New Business**

### 5.1 New Program – Pre-Apprenticeship Truck and Coach/Heavy Equipment Repair Technician Program – College Certificate

Mr. Robert Chittim and Ms. Sue McLelland presented this program to the Board. Mr. Chittim informed the Board that this program had ran back in 2005 and this is an amendment to the program coming to the Board. They have already selected 25 applicants and they have been informed. There is no cost to the student to go through this program (tools, textbooks and tuition are all provided). There are some on the waiting list and the recommendation to possibly enroll in a different program was offered to these people.

After some discussion, it was,

**RESOLVED THAT** the Board approve the Pre-Apprenticeship Truck and Coach/Heavy Equipment Repair Technician Program – College Certificate as presented.

### 5.2 2012 Association of Canadian Community Colleges Annual Conference (Policy – Cost of Governance #2003-6)

The Chair asked the Board to look over the information that was attached to the Agenda and let Ms. Girard know if you were interested in attending.

## 6.0 **Policy/By Law Review**

### 6.1 By Law Review – (1<sup>st</sup> Reading)

Ms. France was prepared to present By-Laws 8 & 9 but it was brought to Ms. France's attention that By-Law 5.7 needed to be amended first as it is referred to in By-Law 8.2. Ms. France stated that we will amend By-Law 5 and it will be brought back to the next Board meeting for a 1<sup>st</sup> reading. Ms. France also noted that Administration's recommendation was to change CCAC in By-Law 9.2 to read "the Council" when it came back to the Board for approval.

## 7.0 **Date of the Next Meeting**

The next Full Board meeting will be held on April 24, 2012 in Chatham.