

ST. CLAIR COLLEGE OF APPLIED ARTS AND TECHNOLOGY

MINUTES

of the

FULL BOARD MEETING of the BOARD OF GOVERNORS

Held June 10, 2008 at 6:30 p.m., in Board Room 342, South Campus,
2000 Talbot Road West, Windsor, Ontario

PRESENT:

Mr. M. Benoit
Mr. P. Choma
Ms. L. Gall
Ms. C. Janisse
Ms. B. Jones
Ms. D. Livneh
Ms. M. Lucas
Mr. V. Marcotte, Chair
Ms. R. Parak
Ms. S. Simmons
Dr. J. Strasser, **President**
Mr. J. Wickett

ABSENT:

Ms. K. Curtis
Mr. B. Cutler
Ms. K. Mingay
Mr. R. Shaw, **Chair/Elect**

Also Present:

Ms. P. France, Vice President, Administration
& Student Services
Ms. S. Garant, Board Secretary

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

Due to the cancellation of the May 27, 2008 Board meetings this meeting and the following Full Board meeting were scheduled.

1.0 Adoption of the Agenda and Declaration of Conflict of Interest

The Chair presented the motion to adopt the agenda which was moved and carried which was followed up with the call for any conflict of interest declarations and hearing none, it was therefore

RESOLVED THAT the Board adopt the agenda as distributed.

2.0 Approval of the Minutes of the April 29, 2008 Full Board Meeting of the Board held in Chatham, Ontario

The Chair called for a motion to adopt the Minutes of the April 29, 2008 Full Board Meeting and it was moved and carried and it was therefore,

RESOLVED THAT the Board approve the April 29, 2008 Minutes of the Full Board Meeting of the Board as distributed.

3.0 Constituent Reports

Retirees Report

Mr. Jim Martin, Retirees Association Observer to the Board, gave a brief verbal report.

Mr. Martin began his presentation began with his thanking Dr. Strasser for his continued support of the retirees in their endeavours and especially for his consideration of them in inviting them to the College's annual St. Clair Day Brunch which allows the retirees the opportunity to get together and honour those new retirees as they join their ranks.

Mr. Martin added that the retirees continue to contribute their time and effort for the College by maintaining and updating the College Archives. The association is currently working on framing historical graduation photos for display on the second floor.

Mr. Marcotte re-iterated Mr. Martin's comments that the work the retirees have performed is certainly a win-win situation for themselves as well as the College.

Mr. Marcotte thanked Mr. Martin for his report.

Alumni Association

The Chair called upon Mr. Cloutier for his Alumni Report. Mr. Cloutier announced the upcoming St. Jean-Baptiste 2008 Alumni Lobsterfest & Steak Dinner being held at the Place Concorde, Friday, June 20, 2008 from 5:00 p.m. to 8:00 p.m. The proceeds from the event will go toward Windsor Regional Hospital Foundation and the Canadian Mental Health Association.

Tickets can be purchased from the Foundation and Alumni offices at St. Clair College. (\$20 – 8 oz. New York Steak, \$30 – Lobster & Steak or \$30 – Two Lobsters)

In addition, Mr. Cloutier noted there is an Alumni and Friends Golf Tournament being held at Kingsville Golf and Country Club on July 26, 2008. The cost is \$125 to participate.

Mr. Marcotte thanked Mr. Cloutier for his presentation.

This concluded the constituent reports.

4.0 Board Updates

4.1 Board Volunteer Recruitment

The Chair noted that this item would be deferred to the next meeting (June 24, 2008) at which time the Board will present the names of the nominees being recommended to the Council for appointment for the three year term commencing September 1, 2008.

4.2 Health and Safety Update

Ms. France addressed the Board with the latest information relating to any remaining Ministry of Labor orders pertaining to College Health and Safety compliance.

Ms. France informed the Board that there were two outstanding Ministry orders pertaining to Health and Safety training of staff which have been satisfied since our last meeting.

A comprehensive status report will be presented at the June 24, 2008 Board meeting, added Ms. France.

5.0 Approval Items

5.1 Conferring of Diplomas for 2008 Convocation Ceremonies (Spring & Fall)

The motion to approve the motion was brought forward and carried and it was therefore,

RESOLVED THAT the Board of Governors of St. Clair College of Applied Arts and Technology hereby authorizes the awarding of the appropriate diploma or certificate to the eligible students, as designated by the Registrar and recommended by Faculty, to be presented at the First, Second, Third, Fourth, Fifth and Sixth sessions of the Forty-First Annual Convocation of St. Clair College of Applied Arts and Technology.

Ms. France announced that the convocation ceremonies for the Windsor campuses would take place at the St. Clair Centre for the Arts.

5.2 Succession Plan

Dr. Strasser announced to the Board members that this item, although included in the Board's annual planning schedule had been addressed in the President's Report included in his Presidential evaluation package to the Board.

The President further explained that in the succession plan, the responsibilities of President, should the President no longer be

able to perform his duties, would fall to Ms. France, Dr. Tumidajski and then to Ms. Harris, in this order.

The Chair called for the motion and it was therefore,

RESOLVED THAT the Board of Governors
approve the succession plan as outlined
naming
in order, Ms. France, Dr. Tumidajski or Ms.
Harris to assume the duties of the President,
should be no longer be able to do so.

Prior to adjournment Dr. Strasser announced that Friday, June 6, 2008 the College community celebrated St. Clair Day where retiring employees, twenty-five year employees and new employees were recognized.

T-shirts with the College's National Championship teams listed were distributed to staff.

Mr. Marcotte added that the Board of Governors of St. Clair College would like to extend its congratulations to all of the teams that represented the College in such an impressive manner at various competitions whether they were on a local or a National stage.

Along with the students, the Board would like to recognize and commend the staff and faculty who assisted the students in achieving these outcomes, for their hard work and dedication to students' success.

The Chair asked the President to pass on the Board's congratulations to the members of Senior Management at the next meeting, on behalf of the Board and kudos to the faculty for sparking the students' with the willingness to engage their skills and compete at such high levels with their college counterparts.

The Chair also congratulated Dr. Strasser on his being awarded the "Downtown Hero" award presented to him by the Downtown Windsor Business Improvement Association for his invaluable contributions toward rebuilding the downtown area.

The President was awarded this honour on May 6, 2008 at a luncheon at the Art Gallery of Windsor, added Mr. Marcotte.

The members of the Board of Governors applauded the President for this prestigious award.