

ST. CLAIR COLLEGE OF APPLIED ARTS AND TECHNOLOGY

MINUTES

of the

FULL BOARD MEETING of the BOARD OF GOVERNORS

Held March 22, 2011 at 7:00 p.m., in Boardroom 342, South Campus, Windsor, Ontario

PRESENT:

Mr. M. Caron
Ms. K. Curtis
Ms. L. Gall
Mr. C. Janisse
Ms. D. Livneh, **Chair**
Ms. M. Marcotte
Mr. D. Moncur
Ms. P. Papadeas
Ms. R. Parak
Mr. C. Parrott, **Chair-Elect**
Mr. R. Seguin
Dr. J. Strasser, **President**

REGRETS:

Mr. T. Farron
Ms. M. Lucas
Ms. S. McCourt
Mr. R. Rusich

Also Present:

Mr. D. Barsanti, Chief Financial Officer
Dr. K. Blanchette, Chair, School of Health Sciences
Mr. E.P. Chant, Editor, SAINT, Student Newspaper
Ms. P. Corro-Battagello, Secretary, Board of Governors
Mr. J. Fairley, Vice President, College & Community Relations
Ms. P. France, Senior Vice President, College Operations
Mr. W. Habash, Associate Vice President, Academic Operations
Ms. A. Harris, Health Sciences Consultant, St. Clair College
Mr. J. Martin, Representative, St. Clair College Retirees Association

Mr. J. Wilson, Dean, School of Health Sciences

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'**.

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

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

The Chair called for a motion to adopt the agenda and it was moved and carried. Ms. Livneh called for any declarations of conflict and hearing none, it was therefore,

RESOLVED THAT the Board
adopt the March 22, 2011
Full Board Agenda as distributed.

2.0 **Approval of the Full Board Minutes of the February 22, 2011 Meeting Held in Windsor, Ontario**

The Chair at this time called for any changes or omissions to the above Minutes as distributed and hearing none, it was therefore,

RESOLVED THAT the Full
Board Minutes of the February
22, 2011 meeting be adopted
as distributed.

3.0 **Constituent Reports**

SCC Retirees Association

Mr. Jim Martin presented a report on behalf of the Retirees Association. He noted the following items:

- Recent changes in CAAT Pension Plan funding have made it clear that there will be very limited, if any, increase in cost of living from 2015 on for those who worked at the Colleges from 1967 to 1992 and are now on pension. In order for retirees to project what that might mean to them, OCRA has developed and published a Pension Calculator that will help them determine what the financial impact of this might be. OCRA members can request it by e-mail.

- A fundraising golf tournament is scheduled for March 28, 2011 at On the Green.
- Changes to the Ontario automobile insurance (Sep. 2010) are being investigated for a workshop.
- A tour of the MultiPlex Campus is planned for April 14, 2011.

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

4.0 **Business Arising**

4.1 President's Report

The President reported the following three items:

1. Ms. Kay Curtis did a fantastic job at the "Dancing with the Local Stars" event. She will once again dance the Waltz on April 3, 2011. All Board members are welcome to attend the event in support of Ms. Curtis.
2. The Wine Gala is scheduled for April 8, 2011. The theme this year is "Hot Nights – Cool Jazz". As in the past the entire event is put on by students, with the proceeds going back to the students. Back by popular demand are the "Mountain of Chocolate" and musical entertainment by the students.
3. The Negev dinner is confirmed for June 21, 2011. Rex Murphy will likely be the guest speaker.

4.2 KPI Survey Results

Dr. Strasser stated that the results of the KPI's will be released on March 25, 2011. However, they shall remain confidential until April 1, 2011 at which time they will be released to the public.

5.0 **New Business**

5.1 New Program – Diagnostic Medical Sonography-Ontario College Advanced Diploma

Ms. France introduced Dr. Ken Blanchette, Mr. Jamie Wilson, Mr. Waseem Habash and Ms. Anita Harris. Dr. Blanchette spoke to this three year advanced diploma program. He stated that Diagnostic Medical Sonography is a more efficient and safer alternative to X-Ray. The requirements for the program are an OSSD with grade 12 English and Math, Physics, Biology and Chemistry. Also required are a satisfactory medical exam, an up-

to-date immunization record, a current First Aid and CPR Certificate and a Respirator Fit Test. Cambrian College is currently the only community college with a three year advanced diploma. The Program Advisory Committee is strongly in favour of this program since as the population ages there will be an increased demand for diagnostic sonographic services. In addition to job openings from growth, many medical diagnostic sonography positions will be created as the current workforce is aging retirement. The PAC was also very impressed with the quality of the curriculum presented to them, and the state of the art simulation labs. The support from the community in favour of this program has been phenomenal. It was noted that the PAC was comprised of professionals from hospitals and private ultrasound clinics.

Dr. Blanchette noted that this program should cover direct operating expenses in year two, and that it meets the standards of the Canadian Association of Registered Diagnostic Ultrasound Professionals.

Mr. Moncur inquired about whether or not this is an accredited program. Ms. France clarified that it is not currently accredited because that can only be done once you have your first graduating class. It is referred to as “accreditation in waiting”.

In response to questions from Board members, it was explained that in North America there is an exam to write in order to work in Canada or the United States. It was also explained that this is a general program whereas something like Cardiac Sonography would require special training, and may be an option for St. Clair College in the future.

Ms. Papadeas asked what the intake numbers were based on, to which Dr. Blanchette answered equipment and faculty as well as what would produce the best financial resolution in the shortest amount of time. Ms. France added that the intake number of 28 is tangible and feasible for placements based on conversations and meetings with CEOs in the local area.

Following the discussion, it was,

RESOLVED THAT the Board
approve the Diagnostic medical
Sonography Ontario College
Advanced Diploma.

5.2 New Program – Cardiovascular Technology-Ontario College Diploma

Dr. Blanchette also spoke to the two year Cardiovascular Technology program. The admission requirements are the same as those for the Diagnostic Medical Sonography Program. The Program Advisory Committee is very much in favour of this program and placement sites have already been fulfilled. There is a high demand for this program, and it will immediately be oversubscribed. Also, the program will deliver hands-on training in a state-of-the-art respiratory therapy laboratory within the CAHS. Furthermore, there is a 75% employment rate within six months of graduation, and a 24% expected growth in demand for Cardiovascular Technologists over the decade. The support from the community, the CEO's of local hospitals and other experts in the field, in favour of this program has been tremendous.

In a financial aspect, it is projected that the College would recuperate operating expenses in the second year, and offers a 25% contribution to St. Clair College in year three.

Ms. France noted that the majority of the \$ 750,000 start up costs will be absorbed by funding from the Health Sciences building as part of the FF & E.

Ms. France replied that one new full-time professor will be hired for this program in response to a question from Ms. Papadeas.

In response to an inquiry regarding the term "Post-Admission Requirements", it was clarified that the word "Post" is simply a typo, and should read "Pre".

Having heard all the information, it was therefore,

RESOLVED THAT the Board
of Governors approve the
Cardiovascular Technology
Ontario College Diploma.

5.3 2011 Association of Canadian Community Colleges Annual Conference

Ms. Livneh mentioned that information pertaining to the ACCC Conference, and the related Policy were attached to the Agenda. The Conference is scheduled for June 5-7, 2011 in Edmonton, Alberta. She reminded the Board that the Chair, Chair-Elect,

President and up to 1/3 of the Board members are eligible to attend as per the recently revised Policy. Ms. Livneh asked that Board members who are interested in attending the Conference send an e-mail to herself or Ms. France over the next week noting their interest. She reminded the Board that seniority is a priority in deciding who will attend. The external link containing information on the Conference itself and in particular on the different sessions will be posted on Blackboard per a Board member's suggestion. Hotel rooms for the ACCC Conference will be reserved as well.

6.0 **Policy/By Law Review**

6.1 By Law Amendment Process

Ms. France apologized for any confusion pertaining to the wording of this item on the last Agenda. The purpose at this point is simply to discuss any issues or concerns, if any, regarding how to amend By-Laws as stated on page 21 of the Operating By-Law. With no concerns or changes coming forward it was agreed that a few By-Laws will be placed on subsequent Agendas for review over the next months.

7.0 **Date of the Next Meeting**

The next Full Board meeting will be held on April 26, 2011 in Chatham, rather than Windsor as originally planned. Thames Students Incorporated will present their annual report to the Board at that time. Ms. Livneh suggested following the same time frames as tonight for that meeting. It was noted that a tour of the Capitol Theatre, a tour of the Trades and Technology building and Dr. Strasser's presentation for the Presidential Evaluation would all be taking place that evening as well.

Prior to the meeting being adjourned, Dr. Strasser announced that a group of advertising students along with Mr. Olszewski produced a winning advertisement for McDonalds.

Mr. Fairley also reminded Board members of the Wine Gala featuring the "dessert extravaganza" prior to adjournment.