

ST. CLAIR COLLEGE OF APPLIED ARTS AND TECHNOLOGY

MINUTES

of the

FULL BOARD MEETING of the BOARD OF GOVERNORS

Held November 22, 2011 at 6:30 p.m. in Boardroom 200F Thames Campus, Chatham, Ontario

PRESENT:

Ms. L. Gall
Mr. C. Janisse
Ms. M. Marcotte
Mr. V. Marcotte
Ms. P. Papadeas
Ms. R. Parak
Mr. C. Parrott, **Chair**
Mr. R. Rusich
Mr. R. Seguin
Dr. J. Strasser, **President**
Ms. B. Whiteford
Mr. D. Wilson

REGRETS:

Ms. K. Curtis
Mr. T. Farron, **Chair-Elect**
Ms. M. Lucio
Ms. S. McCourt
Mr. D. Moncur

Also Present:

Ms. S. Armstrong, Director, Financial Services
Mr. D. Barsanti, Chief Financial Officer
Ms. L. Bultje, President, TSI
Mr. M. Caron, President, SRC
Mr. E.P. Chant, Editor, SAINT, Student Newspaper
Ms. J. Dale, Representative, St. Clair College Retirees Association
Ms. P. France, Senior Vice President, College Operations
Ms. S. Girard, Secretary, Board of Governors

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**

Mr. Parrott called for a motion to adopt the agenda as distributed and it was moved and carried. Mr. Parrott called for any declarations of conflict and hearing none, it was therefore,

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

2.0 **Approval of the Full Board Minutes of the September 27, 2011 Meeting Held in Windsor, Ontario**

The Chair at this time called for any changes or omissions to the above Minutes as distributed. It was noted that there were two changes to the Minutes, on page 4, 3rd paragraph down it should read, "The Chair and the President instead of The Chair and I". On page 5, the 4th sentence from the bottom the word "that" is there two times. Noting those changes, it was therefore,

RESOLVED THAT the Full
Board Minutes of the September
27, 2011 meeting be adopted
as amended.

3.0 **Constituent Reports**

3.1 **Student**

Mr. Parrott called on Lauren Bultje, TSI President to introduce the TSI Board of Directors. Ms. Bultje introduced the following TSI directors:

- Alex Fraser- Director of Internal Events
- Tanis Mathieson - Director of Communication & Media
- Jade John- Director of Athletics
- Dennis Bird– Director of Clubs & Committees

At this time, there was a video shown to show the activities that have been taking place at the Thames campus over the past couple of months. After

the video each director went into detail of all the events that have been planned in their area.

Ms. Bultje went through a couple of other events that they are doing for the Christmas holidays, one being No Child Without a Christmas and another being Food Hampers.

Mr. Caron reviewed the SRC Constituent handout with the Board which highlighted SRC activities and events that have happened since the last meeting in September.

Mr. Caron reported that the SRC had raised \$330 for the Raise a Reader event. Thanks to the generous amount of canned and non-perishable food items donated during the "Trick or Eat Can Drive" the SRC said it was the most successful year so far for this event. Mr. Caron reported that they have raised over \$2,600 for the "Movember" prostate cancer research fundraiser/awareness campaign for which SRC members are growing mustaches. Mr. Caron further added that they have raised \$5,700 this year so far from the Sobey's BBQ, etc... for the Toy and Food Drive to help students in need. The WFCU has the Cirque de Soleil coming in the New Year and if you are interested you can purchase tickets with the SRC access code SRC2716, if you purchase your tickets with this access code St. Clair College will receive \$5 donated to the Toy and Food Drive.

Mr. Seguin made a comment regarding the new legislation on drug trafficking in schools. There was an article in the Toronto Star stating that if anyone is caught trafficking drugs in a school or a place where young people hang out, you will receive a mandatory two year Federal penitentiary term. Trafficking is defined as receiving or selling any amount of a drug. The article went on to say if a kid who has never been in trouble with the law shared a marijuana cigarette with somebody else, they would both get a two year penitentiary term no questions asked no discretion on the judge. Mr. Seguin stated that he thinks some student associations need to get vocal on this issue so we don't have any families or students put away on some really strict legislation. Mr. Caron stated that this is the first that he has heard of this but he would bring it to CSA (College Student Alliance Group); they have a regional conference on January 7, 2012 so that could be a topic of discussion.

A copy of the Student Representative Council report is attached as Item 3.1 (a) to the minutes.

SCC Retirees Association

Ms. JoAn Dale presented a report on behalf of the Retirees Association.

To date 68% of the targeted \$30,000 has been raised for the two HealthPlexes. Additional fund-raising events are being planned.

A copy of the Retirees Association report is attached as Item 3.1 (b).

4.0 **Business Arising**

4.1 President's Report

The President had nothing more to add than what was presented at the In-Camera meeting.

4.2 2010/11 MYAA/2010/11 Annual Report/Consolidated Financial Statements ending March 31, 2011

Ms. France stated that this report was distributed and reviewed at the Board Retreat. After the Retreat she sent a modification on the numbers on page one via email to the Board and posted it on Blackboard. The Chair made a motion to approve the MYAA and it was carried.

RESOLVED THAT the Board of
Governors approve the MYAA
as presented at the Board Retreat
with the one modification.

4.3 Continuous Improvement Recommendation – Program Advisory Committee (PAC) Observers

Ms. France stated that every program has to have a Program Advisory Committee and they are ongoing. Membership can change from year to year.

A question was asked as to how you would advise a Chair on a certain Program Advisory Committee that you would like to join their committee. Ms. France stated that an email could be sent to her and she would advise the appropriate Chair and let Mr. Habash know and reply back to the Board member with the date of the next meeting.

Mr. Parrott noted that this is strictly voluntary if you choose to do so and it is one meeting.

Ms. France also stated that the Program Advisory Committee handouts will be put on Blackboard.

All the Program Advisory Committee (PAC) Observers handouts are attached to the Minutes as Item 4.3.

4.4 Strategic Directions

The Strategic Directions were discussed during 2011 Retreat. There was a motion to approve the continuation of Strategic Directions for 2012/13 from the Retreat and this was carried.

RESOLVED THAT the Board of Governors approve the Strategic Directions as presented at the Board Retreat in October.

5.0 New Business

5.1 Audit Committee for 2011-2012 Year

Mr. Parrott explained that Ms. Lori Gall has finished her term on the Audit Committee. Mr. David Moncur and Mr. Charles Janisse have agreed to stay on the Committee and Ms. Rookaya Parak has agreed to replace Ms. Lori Gall. With all Board members in agreement it was,

RESOLVED THAT Ms. Parak join The Audit Committee for the 2011-2012 year.

As Mr. Barsanti made his way to the front for his presentation, Dr. Strasser noted that the Christmas CD "A Time for Joy" that was produced by Jody Raffoul, Jeff Burrows and St. Clair College is now on sale with the proceeds going to St. Clair College for Hospice. There have already been requests for the CD from around the world.

5.2 Monitoring Reports

Mr. Barsanti highlighted the following pages from the Agenda during his presentation to the Board:

- Page 8 shows the Operating Revenues for the six months ended September 30, 2011.
- Page 9 shows the Total College operating expenditures for the six months ended September 30, 2011.
- Page 18 shows the MYR Revenue Budget and page 19 shows the MYR Expense Budget – 2011/12.
- Bottom line after MYR, we are looking at a surplus of \$464,000 with \$1 million in reserve.

Having concluded the question and answer portion of this presentation, it was

RESOLVED THAT the Board
approve the Financial Statements
and Mid Year Review.

Mr. Barsanti's presentation is attached to the Minutes as Item 5.2.

6.0 **Policy/By-Law Review**

6.1 By-Law Review

Ms. France stated that she had reviewed the current Ontario Regulation 34/03 to make sure that the new Board member process was reflected in the regulation and since it was, no changes were required to the By Law.

After some discussion regarding Board By-Laws 6 & 7 (1st Reading), it was,

RESOLVED THAT the Board
approve By-Laws 6 & 7 as
distributed.

It was noted by Ms. Marcotte that she had some concern at the way that 5.9 was written and would like to have it brought back at the next meeting to review.

7.0 **Date of the Next Meeting**

The next Full Board meeting will be held on January 31, 2012 in Windsor.