

ST. CLAIR COLLEGE OF APPLIED ARTS AND TECHNOLOGY

MINUTES of the

FULL BOARD MEETING of the BOARD OF GOVERNORS

Held on Tuesday, April 25, 2017 at 7:00 p.m., in Classroom #109, at Chatham Campus, Chatham, ON

PRESENT:

Mr. D. Allen, **Chair-Elect**
Ms. T. Bendo
Mr. T. Berthiaume
Dr. K. Blanchette
Mr. F. Curtis
Ms. P. France, **President**
Ms. N. Jammu-Taylor
Ms. M. Lucio
Mr. V. Marcotte
Mr. R. Rusich
Mr. E. Sovran
Ms. E. Staley
Ms. M. Wickham
Mr. D. Wilson, **Chair**

REGRETS:

Ms. M. Corey
Ms. L. Kempe

Also Present:

Ms. Kristen Adams, Secretary, Board of Governors
Mr. D. Barsanti, Vice President, Student Services & Administration
Mr. E.P. Chant, Editor, SAINT, Student Newspaper
Mr. J. Fairley, Vice President, College Communications and Community Relations
Ms. S. Favaro, Corporate Secretary & Manager, President's Office
Mr. M. Jones, Chief Financial Officer
Ms. M. Rush, Support Staff Observer
Mr. R. Seguin, Vice President, International Relations, Training & Campus Development
Mr. M. Silvaggi, Associate Vice President Student Services and Registrar
Mr. J. Sirianni, Vice President, Human Resources

Having a quorum of Governors in attendance and 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. Wilson chaired the meeting and Ms. Adams 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 of Governors adopt the Full Board agenda as distributed.

2.0 **Approval of the Full Board Minutes of the March 28, 2017 Meeting Held in Windsor, ON**

RESOLVED THAT the Board of Governors approve the Full Board minutes of the March 28, 2017 meeting.

3.0 **CONSTITUENT REPORTS**

Support Staff

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

- Representatives from the Support Staff of St. Clair College attended Convention in April 2017. Fundraising for the OPSEU CAAT Support Scholarship took place at Convention and Naz Binck, an employee of St. Clair College, led the fundraising initiative on behalf of the Support Staff for the province. A resolution was brought forward by the Union local and was approved for OPSEU to match the funds raised through a raffle to support the scholarship. The raffle raised \$3,500, and was matched by OPSEU for a total of \$7,000. Students will apply for the scholarship and the applications will be forwarded to a selection committee comprised of members from multiple colleges.

4.0 **PRESIDENT'S REPORT**

The President reported to the Board on the following key initiatives:

- A delegation from St. Clair College will be travelling to China from May 5-15, 2017. China represents a large contingent of St. Clair College's International student population. The purpose of the trip is to renew expiring partnerships and to pursue new relationships. The delegation will be meeting to discuss and solidify new Memorandums of Understanding (MOU). The delegation will also endeavor to increase the number of students who transition to China through the conversion programs to the College. The President will provide the Board with an update on the visit to China at the next meeting.
- The President advised that she will be part of a panel discussion with two other Presidents at the 2017 CIG Conference on May 2, 2017, in Ottawa. She stated that she is participating in the Leadership and Governance stream and will be speaking about "Being a New CEO".
- St. Clair College is planning to celebrate the Panamanian graduation ceremony on May 1, 2017, prior to the students' departure back to Panama. With approval of the motion presented under Item #6.1, Administration will grant diplomas to the Panamanian students who will graduate from the Internet Applications and Web Development program. The Student Leadership Award will also be presented at the Panamanian graduation.
- The President presented to County Council on April 5, 2017. She provided the council with updates on the College, and on events planned for the 50th Anniversary.
- The road leading into the College from Highway 3, has been officially changed to "St. Clair College Drive". She advised that signage for the new street name will be installed by end of the week. The President stated that the roadway between the FCEM and the Residence will remain as Geraedt's Drive.

5.0 **BUSINESS ARISING**

5.1 **Board Recruitment Committee**

- Mr. Wilson reported that the College received 46 submissions for representation on the Board of Governors. He commented that the responses are from a broad and diverse representation of the community. The committee has reviewed the resumes and scored the candidates based upon the criteria previously determined. A short list of candidates will be contacted for interviews over the next few weeks.

5.2 KPI Surveys

At this time the Chair called upon the President to report on the KPI results. The President reported that the results have been compiled from the KPI surveys that were conducted in February. The President gave a PowerPoint presentation that highlighted the following key results:

- St. Clair College was above the provincial average in many of the indicators.
- St. Clair College has steadily improved year over year in Student Satisfaction. She proudly reported that the College ranked 5th overall in the province which is a reflection of the hard work to improve services within the institution.
- St. Clair College exceeded the provincial average in the four capstone questions.
- The College has experienced a slight dip in Employer Satisfaction, however, this may be due to the sample size of the indicator. Administration has set this indicator as a priority for improvement moving forward.

In closing, the President thanked SRC and TSI for assisting with administering the KPI surveys to the students.

The PowerPoint presentation is attached as Item #5.2.

5.3 Insurance Policies

M. Jones provided the Board with an update on opportunities to improve the College's insurance procedures. He stated that, at the recommendation of the College's insurer (AON), the College will implement internal polling on an annual basis, prior to insurance renewal. He further explained the process will assist in confirming that there are no wrongful events that individuals are aware of which may lead to a future claim.

He advised that the survey will be web-based and sent to the Board of Governors, Senior Operating Group, Associate Vice-Presidents and Directors.

5.4 Strategic Mandate Agreement 2 (SMA2)

The President provided the Board with the latest draft of the SMA2, noting the amendments have been identified in the Track Changes. The President advised that the collaboration of the Genesis and Epi Centre will be added under "Shared Services".

The SMA2 report was submitted to the Ministry of Advanced Education and Skills (MAESD) on April 7, 2017, as per Ministry requirements. Preliminary information on the Draft SMA2 indicates that the College's submission is very strong. Administration anticipates that the finalization of the SMA2 will take place over the next several months.

RESOLVED THAT the Board of Governors receive and approve the contents of the Consent Agenda for information purposes.

6.0 **APPROVAL ITEMS**

6.1 **2017 Convocation Motion to Confer Diplomas, Certificates and Degrees**

The 2017 Convocation Motion to confer Certificates, Diplomas and Degrees was amended to include sessions included on May 1, 2017.

After a brief discussion, it was,

RESOLVED THAT the Board of Governors approve the conferring of Diplomas, Certificates and Degrees at the 50th annual Convocation ceremonies, as amended.

7.0 **POLICY/BY LAW REVIEW**

7.1 **By Laws 32 & 33 – (2nd Reading)**

After a brief discussion, it was,

RESOLVED THAT the Board of Governors approve By Laws 32 & 33 as presented.

8.0 **DATE OF THE NEXT MEETING**

8.1 The next Full Board meeting will be held on May 30, 2017

start **HERE** go anywhere

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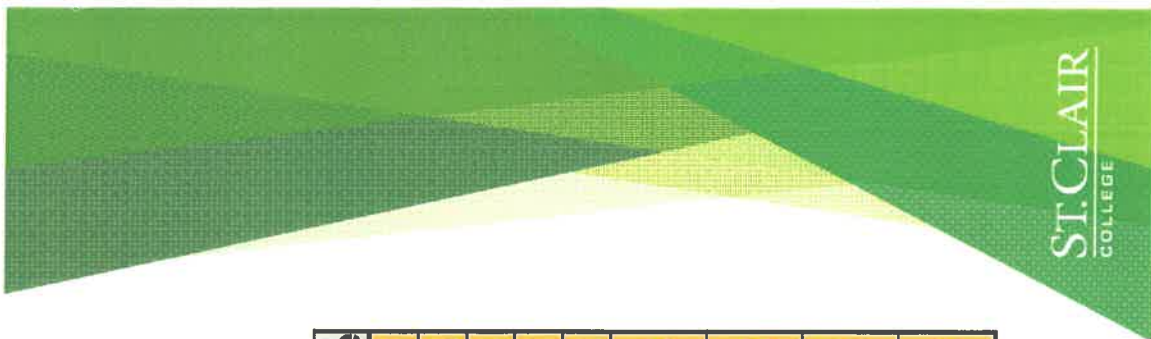
KPI Summary Report

April 2017



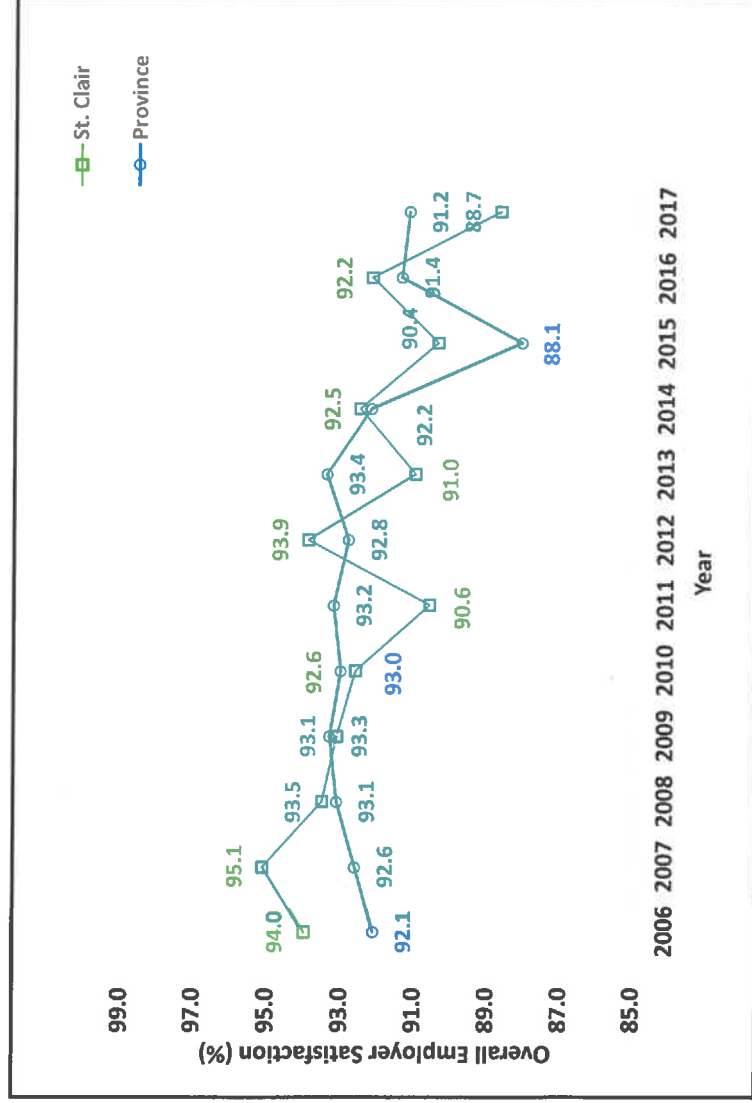
2017 Key Performance Indicators - Summary Results

	Province	St. Clair College
Student Satisfaction	76.5%	80.2%
Employer Satisfaction	91.2%	88.7%
Graduate Satisfaction	78.8%	81.3%
Graduate Employment	83.0%	84.0%
Graduation Rate	66.6%	68.7%
Capstone Question 13 – Overall, your program is giving you knowledge and skills that will be useful in your future career.	86.9%	89.7%
Capstone Question 24 – The overall quality of the learning experience in this program.	79.5%	83.0%
Capstone Question 39 – The overall quality of the Services in the College.	64.6%	70.5%
Capstone Question 49 – The overall quality of the facilities / resources in the College.	75.3%	77.5%



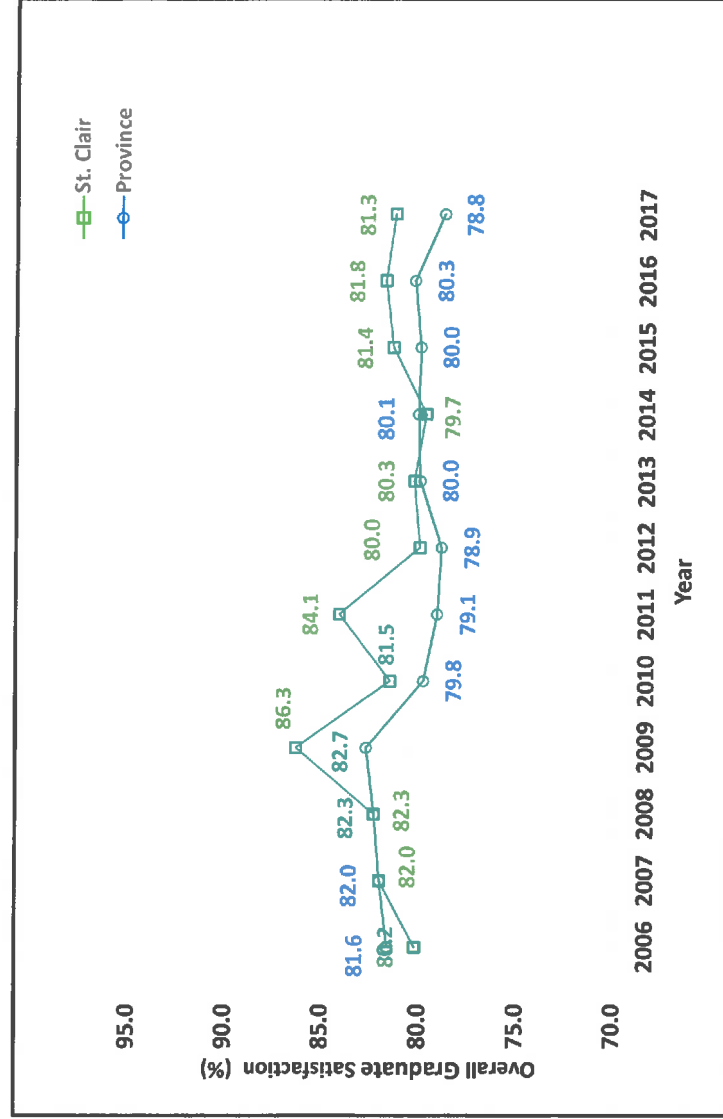
Key Performance Indicators - Employer Satisfaction

College	2017 KPI Employer Satisfaction* %
Province	91.2
1 Lambton	100.0
2 St. Lawrence	100.0
3 Boréal	96.0
4 Conestoga	94.4
5 Centennial	94.1
6 Sheridan	94.0
7 Durham	93.8
8 George Brown	92.3
9 Sir Sandford Fleming	92.0
10 Seneca	91.0
11 Fanshawe	90.6
12 Humber	90.6
13 Algonquin	90.2
14 Georgian	90.2
15 Confederation	89.5
16 Northern	89.5
17 Loyalist	88.9
18 Niagara	88.9
19 Sault	88.9
20 St. Clair	88.7
21 La Cité	88.4
22 Canadore	87.0
23 Cambrian	85.4
24 Mohawk	84.3



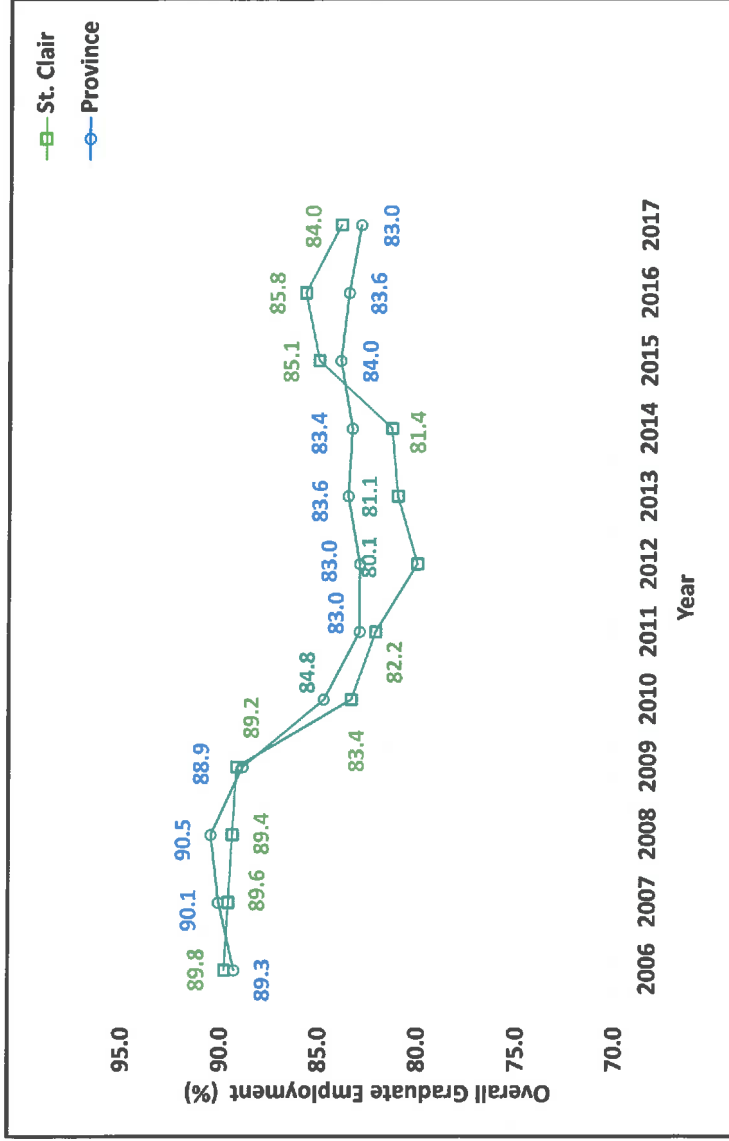
Key Performance Indicators - Graduate Satisfaction

College	2017 KPI Graduate Satisfaction* %
Province	78.8
1 Boréal	87.8
2 Confédération	86.6
3 St. Lawrence	84.5
4 La Cité	83.0
5 Conestoga	81.7
6 Loyalist	81.4
7 St. Clair	81.3
8 Sir Sandford Fleming	81.1
9 Canadore	81.0
10 Sault	80.7
11 Algonquin	80.0
12 Cambrian	79.9
13 Fanshawe	79.0
14 Centennial	78.5
15 Sheridan	78.5
16 Georgian	78.3
17 Mohawk	78.3
18 Niagara	78.0
19 George Brown	77.7
20 Lambton	76.8
21 Seneca	76.4
22 Durham	76.2
23 Humber	75.0
24 Northern	73.1



Key Performance Indicators - Graduate Employment

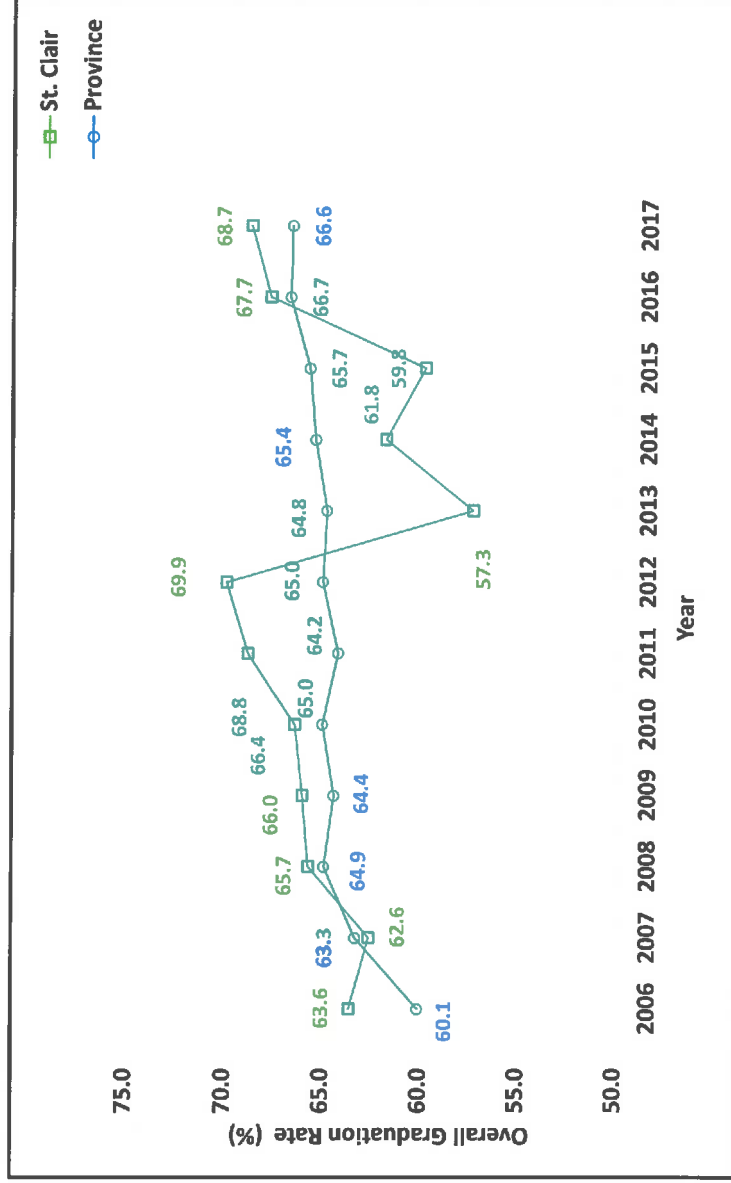
College	2017 KPI Graduate Employment* %
Province	83.0
1 Georgian	87.3
2 Fanshawe	87.0
3 St. Lawrence	86.5
4 Conestoga	86.4
5 Loyalist	86.0
6 Mohawk	86.0
7 Northern	84.8
8 Durham	84.2
9 Algonquin	84.1
10 St. Clair	84.0
11 La Cité	83.9
12 Humber	83.4
13 Canadore	82.8
14 Confederation	82.8
15 Sheridan	82.8
16 Lambton	82.7
17 Sir Sandford Fleming	82.7
18 Niagara	82.3
19 Boréal	82.1
20 Cambrian	82.0
21 George Brown	81.2
22 Sault	80.4
23 Centennial	77.0
24 Seneca	75.6



Key Performance Indicators

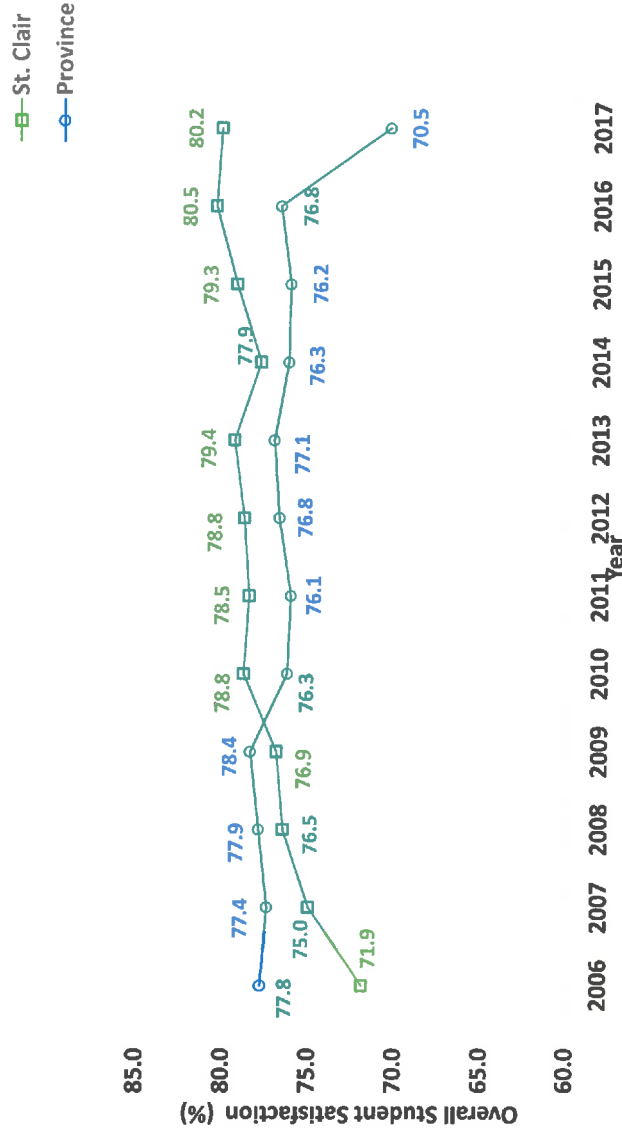
- Graduate Rate

College	2017 KPI Graduation Rate* %
Province	66.6
1 Boréal	75.4
2 St. Lawrence	73.9
3 Canadore	72.9
4 Conestoga	71.3
5 Fanshawe	70.4
6 Lambton	69.8
7 Sheridan	69.2
8 Sir Sandford Fleming	68.8
9 St. Clair	68.7
10 La Cité	68.4
11 Durham	68.0
12 George Brown	67.1
13 Loyalist	67.1
14 Algonquin	66.0
15 Northern	65.9
16 Niagara	65.6
17 Confederation	65.5
18 Mohawk	65.0
19 Cambrian	64.2
20 Sault	63.6
21 Georgian	63.3
22 Humber	62.8
23 Centennial	62.3
24 Seneca	60.4



Key Performance Indicators - Student Satisfaction

College	2017 KPI Student Satisfaction* %
Province	70.5
1 Boréal	86.6
2 Sault	86.0
3 La Cité	85.9
4 Niagara	80.7
5 St. Clair	80.2
6 St. Lawrence	80.0
7 Loyalist	79.5
8 Canadore	79.3
9 Georgian	79.0
10 Sir Sandford Fleming	78.6
11 Cambrian	78.4
12 Lambton	78.2
13 Fanshawe	77.7
14 Algonquin	77.4
15 Confederation	77.0
16 Mohawk	77.0
17 Centennial	76.5
18 Conestoga	75.6
19 Durham	75.3
20 George Brown	74.5
21 Northern	74.2
22 Sheridan	73.4
23 Humber	72.6
24 Seneca	72.5



Key Performance Indicators - Capstone Question 13

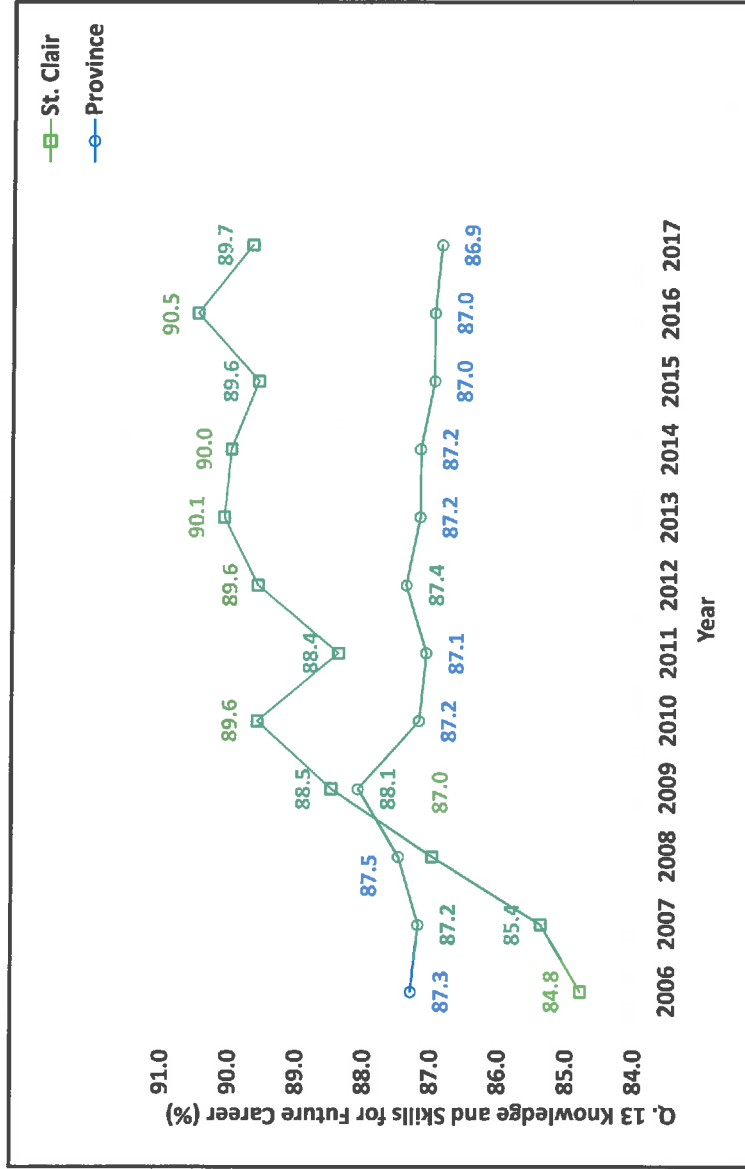
- Overall, your program is giving you knowledge and skills that will be useful in your future career.



Key Performance Indicators

- Capstone Question 13

College	2017 Capstone #13
Province	86.9
1 Boréal	93.5
2 La Cité	92.3
3 Sault	92.3
4 Canadore	91.4
5 St. Lawrence	89.8
6 St. Clair	89.7
7 Loyalist	89.6
8 Confederation	89.0
9 Niagara	89.0
10 Cambrian	88.6
11 Algonquin	88.3
12 Fanshawe	88.1
13 Lambton	87.4
14 Mohawk	87.3
15 Conestoga	87.1
16 Georgian	87.1
17 Sir Sandford Fleming	87.0
18 Durham	86.2
19 Centennial	85.8
20 Sheridan	85.4
21 Northern	85.2
22 George Brown	84.4
23 Humber	84.4
24 Seneca	84.3



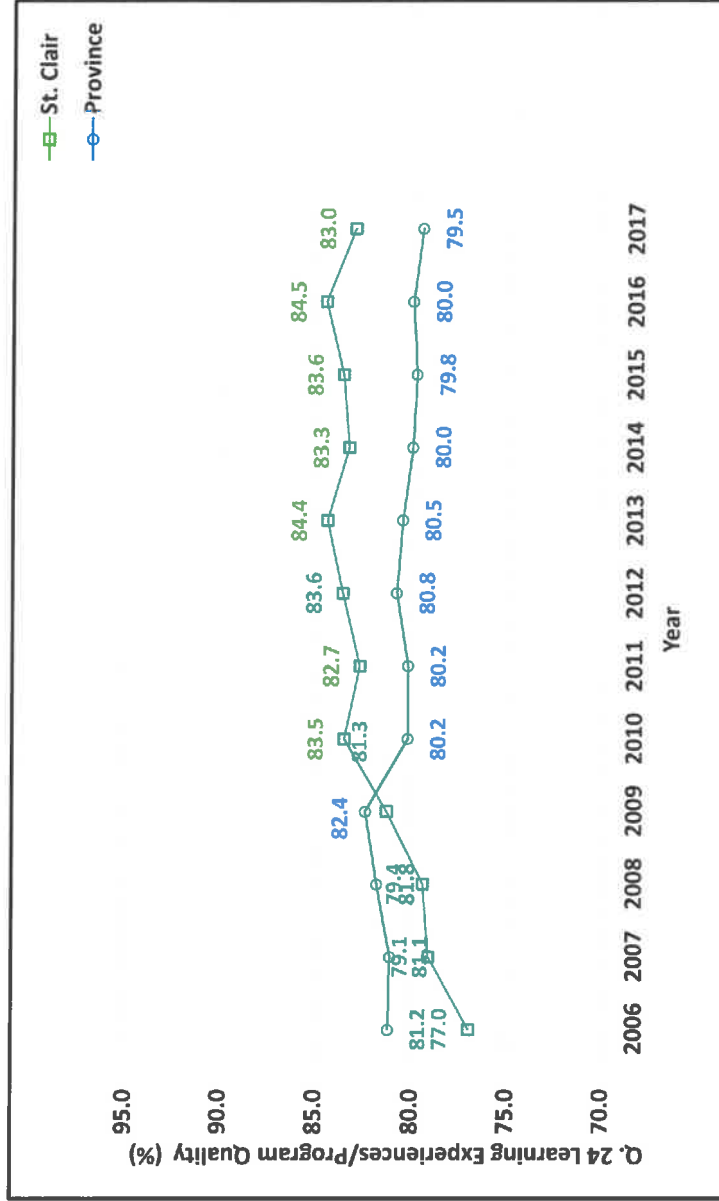
Key Performance Indicators - Capstone Question 24

- ▶ The overall quality of the learning experience in this program.

Key Performance Indicators

- Capstone Question 24

College	2017 Capstone #24
Province	79.5
1 Sault	88.2
2 La Cité	87.1
3 Boréal	87.0
4 Canadore	84.3
5 Confederation	83.3
6 St. Clair	83.0
7 St. Lawrence	83.0
8 Loyalist	82.6
9 Niagara	82.3
10 Cambrian	81.8
11 Sir Sandford Fleming	80.8
12 Fanshawe	80.5
13 Georgian	80.5
14 Lambton	80.4
15 Algonquin	79.2
16 Sheridan	79.1
17 Centennial	79.0
18 Conestoga	78.9
19 Northern	78.5
20 Mohawk	78.2
21 Durham	77.6
22 Humber	76.9
23 Seneca	76.9
24 George Brown	76.2



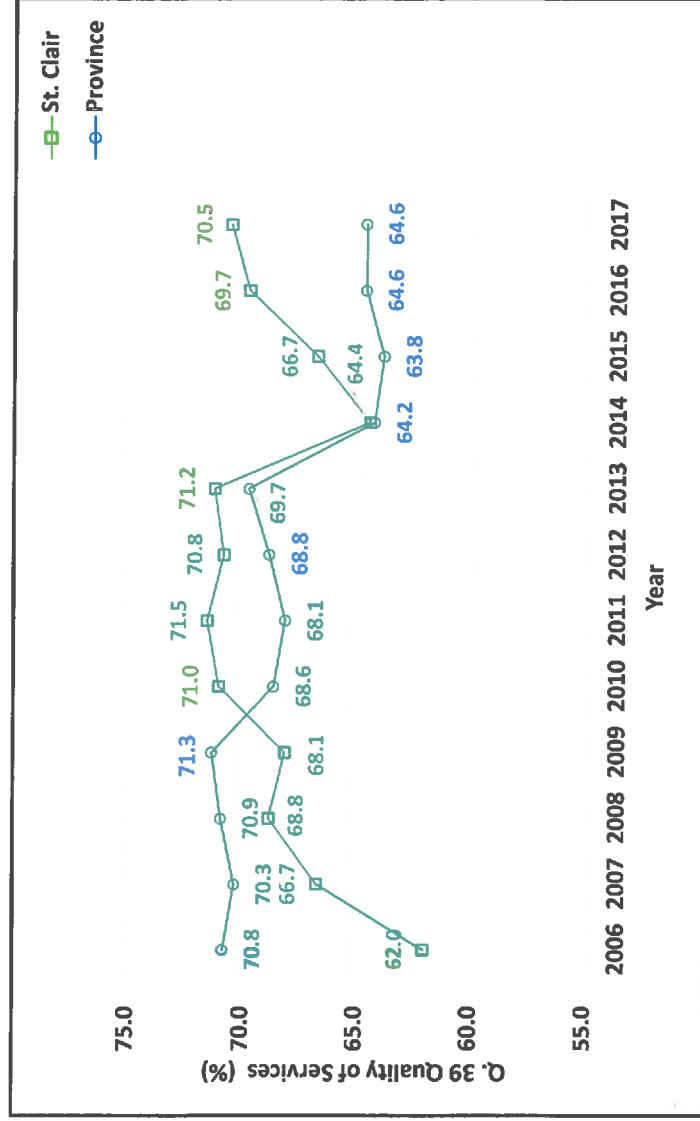
Key Performance Indicators - Capstone Question 39

- ▶ The overall quality of the Services in the College.



Key Performance Indicators - Capstone Question 39

College	2017 Capstone #39
Province	64.6
1 Boréal	84.4
2 La Cité	79.1
3 Sault	78.3
4 Niagara	71.3
5 St. Clair	70.5
6 Loyalist	70.3
7 St. Lawrence	69.6
8 Lambton	69.0
9 Canadore	68.7
10 Georgian	68.6
11 Cambrian	68.2
12 Algonquin	67.5
13 Fanshawe	67.1
14 Sir Sandford Fleming	67.1
15 Centennial	65.7
16 Mohawk	65.4
17 Confederation	64.5
18 Durham	63.2
19 George Brown	62.8
20 Northern	62.3
21 Conestoga	60.5
22 Sheridan	58.2
23 Seneca	57.2
24 Humber	56.9



Key Performance Indicators - Capstone Question 49

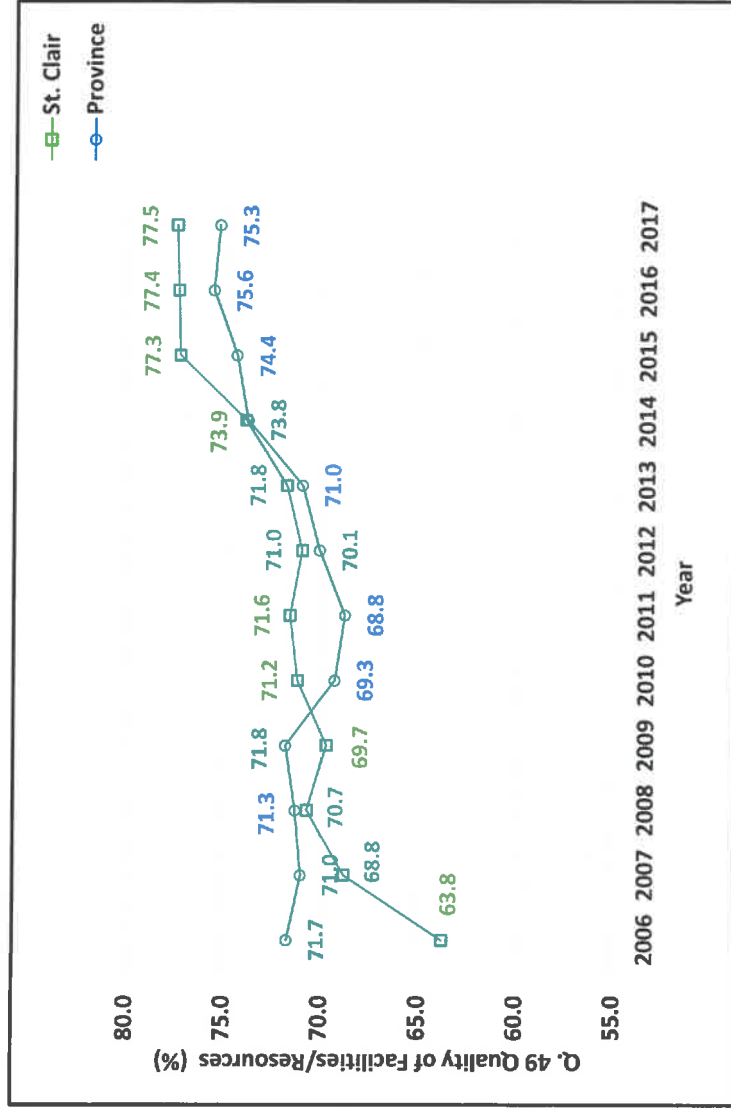
- ▶ The overall quality of the facilities / resources in the College.



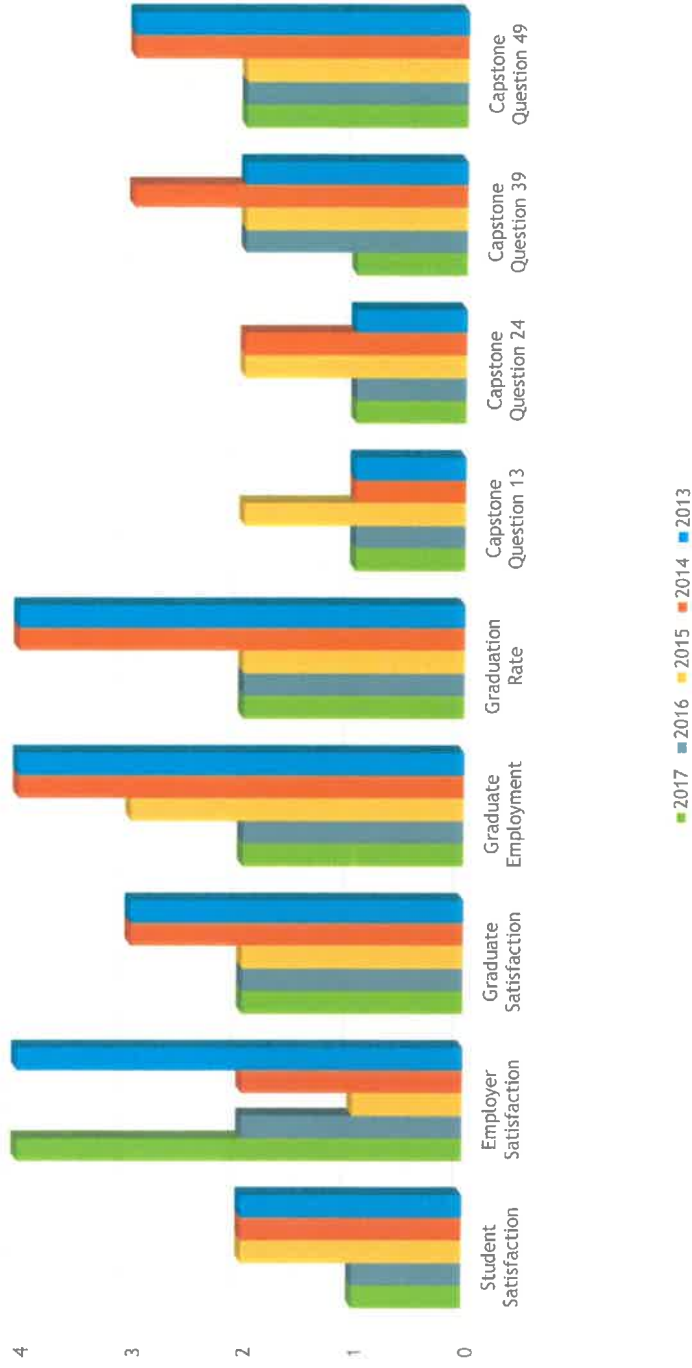
Key Performance Indicators

- Capstone Question 49

College	2017 Capstone #49
Province	75.3
1 La Cité	85.2
2 Sault	85.2
3 Boréal	81.4
4 Niagara	80.1
5 Georgian	79.7
6 Sir Sandford Fleming	79.7
7 St. Clair	77.5
8 St. Lawrence	77.5
9 Mohawk	77.3
10 Lambton	76.1
11 Conestoga	75.8
12 Centennial	75.7
13 Loyalist	75.5
14 Fanshawe	75.2
15 Cambrian	75.0
16 Algonquin	74.8
17 George Brown	74.7
18 Durham	74.1
19 Canadore	72.6
20 Humber	72.0
21 Seneca	71.7
22 Confederation	71.1
23 Sheridan	70.8
24 Northern	70.7



Key Performance Indicators 2013-2017 - Quartile



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