

THE GEORGE BROWN COLLEGE
OF APPLIED ARTS AND TECHNOLOGY

BOARD OF GOVERNORS
PUBLIC SESSION MINUTES

MAY 13, 2009
290 ADELAIDE ST EAST, TORONTO
5:30 P.M.

Present:	Rahul Bhardwaj Chris Boyle Michael Eubanks Chris Griffin (<i>via phone</i>)	Marilou Martin Marjorie McColm Lynn Nagle Maureen O'Halloran	Matthew Ricci Jan Rush Anne Sado Tom Tomassi
Guests:	Michael Cooke Eugene Harrigan	Nancy Hood Ric Ho	Jen Norman Darlene Norris
Regrets:	Noella Milne Christine Raissis	David Wilkes Bob Wong	
Minutes:	Diane Fantinato		

Note: Items do not necessarily appear in the order they were discussed.

ITEM	DISCUSSION	ACTION
1.0	<p>Chair's Report Chris Chair Boyle brought the meeting to order. He noted that George Brown's convocation ceremonies will be taking place June 23, 24 and 25 at the Ricoh Coliseum (Exhibition Place). The Board Secretary has e-mailed all members regarding participation.</p> <p>At a few of the ceremonies, we will be presenting honorary credentials. In recognition of the importance of this occasion, we will be hosting a dinner on Thursday June 18, 2009 at The Chef's House. We would like to invite all Board members to attend. As such, the dinner that traditionally occurs at the last Board meeting, June 10, will not take place.</p> <p>Also, on June 9, 2009 George Brown will be hosting the 20 Year Club Reception honouring staff that have been with the College for twenty years. Invitations will be sent out to all members.</p>	
2.0	<p>Approval of the minutes of the Board of Governors meeting of April 8, 2009. There were no questions arising.</p> <p>MOTION THAT the Board of Governors approve the minutes of the April 8, 2009 Board of Governors meeting as presented. Moved: Rahul Bhardwaj Seconded: Matthew Ricci CARRIED</p>	<p>MOTION 08-08-01</p>
3.0	<p>Approval of the minutes of the Academic and Student Affairs Committee meeting of April 8, 2009. There were no questions arising.</p> <p>MOTION THAT the Board of Governors approve the minutes of the Academic and Student Affairs Committee of April 8, 2009 as presented. Moved: Marilou Martin Seconded: Lynn Nagle CARRIED</p>	<p>MOTION 08-08-02</p>

M. Cooke advised that the College has been offering “Augmented Education” programs for five years through a range of special government funding envelopes. The Assistant Cook Extended Training (ACET) and the Construction Craft Worker Extended Training (CCWET) programs were launched in partnership with the Centre for Addiction and Mental Health (CAMH). The program goal is to help people with barriers to training and employment transition to meaningful and sustained work. ACET has been successful in assisting people with mental health or addiction history take the first steps towards employment in Toronto’s food service industry and CCWET in Toronto’s construction industry.

ASA reviewed the two proposals and agreed that they are well-aligned with the College’s strategy to increase access to postsecondary education. The risk to the College is minimal in offering these programs on a recurring basis. They will provide a platform for similar programs in other disciplines within George Brown and at other colleges in Ontario.

MOTION

THAT the Board of Governors approve the Assistant Cook Extended Training and the Craft Construction Worker Extended Training programs with the understanding that the final designation of the credential to be awarded will be negotiated with MTCU.
Moved: Marilou Martin Seconded: Lynn Nagle CARRIED

**MOTION
08-08-03**

4.0 Approval of the minutes of the Finance and Property Committee meeting of May 11, 2009.

E. Harrigan reviewed the following items:

- 2008 -09 Review - For the 2008-09 budget all key revenue targets were met, expenditures were within budget and there remains a positive cash flow. Domestic and international enrolment exceeded targets. A large investment was made in our Strategic Investments.
- 2009-10 Fees – The tuition and material fees schedule was reviewed in detail. The proposed fees are in line with government policy and are aligned with other metro colleges. Where George Brown is possibly different is in the lower number of high demand programs offered in comparison to other metro colleges.
- 2009-10 Proposed Operating Budget and Strategic Initiatives – For 2009-10, the process framework will continue to use The Balanced Scorecard and Project Portfolio Management. Challenges include the creation of the new funding formula, government funding restraints, space, and the timing of the long-term capital funding process. Key assumptions were conservative for planning. The following operational budget items were highlighted:
 - operational budget is balanced
 - GPOG reflects our system share
 - fees have been set as per Ministry guidelines
 - College Equipment Renewal Funding (CERF) of \$3M
 - increased Facilities cost reflect Operating costs of additional space and 230 Richmond lease
 - one-time capital infusion of \$5M
 - Strategic Investments total \$4.5M. Investments are a continuation of previous year’s themes. The largest investment is in support of the Academic Strategy as well as Applied Research and Health Sciences which is directly linked to the Strategy.
- Renovation Contracts – Tenders went forward for Phase 1 of the Integrated Student Service Centre (ISSC) and new Career Centre and the Athletics renovation and addition at St. James Campus. An evaluation committee reviewed the tenders and recommended:
 - Compass Construction for the Integrated Student Service/Career Centre at \$1,050,440 + taxes and
 - Brown Daniels & Associates for the Athletics facility at \$1,242,957 + taxes.

ITEM	DISCUSSION	ACTION
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It was noted that prudence should be taken in the writing and execution of the contracts to protect the College in the event of either contractor experiencing financial difficulty.

MOTION
THAT the Board of Governors approve the minutes of the May 11, 2009 Finance + Property Committee meeting as presented.
Moved: Tom Tomassi Seconded: Jan Rush CARRIED **MOTION**
08-07-04

MOTION
THAT the Board of Governors approve the proposed 2009-2010 Student Tuition and Student Material Fee Schedules as presented.
Moved: Tom Tomassi Seconded: Jan Rush CARRIED **MOTION**
08-07-05

MOTION
THAT the Board of Governors approve the proposed 2009-10 College Operating Plan and Strategic Initiatives as presented.
Moved: Tom Tomassi Seconded: Jan Rush CARRIED **MOTION**
08-07-06

MOTION
THAT the Board of Governors approve to award the contract for renovation of the Integrated Student Service and Career Centre, Phase 1 to Compass Construction in the amount of \$1,050,440 + taxes.
Moved: Tom Tomassi Seconded: Jan Rush CARRIED **MOTION**
08-07-07

MOTION
THAT the Board of Governors approve to award the contract for the St. James Athletics addition and renovation to Brown Daniels & Associates in the amount of \$1,242,957 + taxes.
Moved: Tom Tomassi Seconded: Jan Rush CARRIED **MOTION**
08-07-08

5.0 2008-09 Key Performance Indicator (KPI) Results

M. McColm offered background information regarding KPI's for new members of the Board. KPIs are used for program reviews, course evaluations, institutional research and special projects. She continued with a summary of the College results with Provincial and GTA comparisons and an overview of trends. It was noted that 1,000 more students completed the KPI this year.

In the core system-wide categories, George Brown maintained strong numbers and are at the provincial average in Graduate Employment Rate, Graduate Satisfaction Rate and Employer Satisfaction Rate. Overall the College is a leader in the system with a 73 per cent graduation rate compared to the provincial average of 65 per cent. It is apparent that our graduates and their employers continue to feel we are preparing our students well for the careers they are pursuing.

While system student satisfaction is just over 78 per cent, as a college George Brown trails our counterparts with 71.5 per cent satisfaction. Student satisfaction is consistently higher in the program related questions and lower in the facilities and service. Considerable investment of time and resources has been made across the College to support the student experience – both in terms of academic excellence as well as facilities and services. Each division is analyzing their results.

All reports are posted on our internal website and are available to staff. It was suggested we establish targets for improvement as our capital investments are realized. A. Sado noted that continuous improvement is our focus.

6.0 President's Report

The President's Report is structured to align with the Balanced Scorecard and the college objectives for 2008-09. As such, A. Sado brought forward the following items for information and discussion:

Financial Viability

- **Enrolment** – We are closely tracking fall 2009 enrolment and are currently in a good position with a 6% year-over-year increase in applications and 8% in confirmations compared to this time last year. We just passed the first offer expiry date and are in active management of new offers and program-by-program management of enrolment. Regarding our spring semester, we have just under 3,200 students registered - higher than our budgeted target. Funding will be on the basis of the June 30 enrolment audit date. Note that we are pleased with the strong summer enrolment as it assist with managing our space challenges.
- **Federal Knowledge Infrastructure Program** - All postsecondary institutions were asked to submit their priority projects to the program. The Province also submitted their list of recommended projects. The Federal government has come back with questions on most of the projects mainly related to timing of start and completion. Specifically they are indicating the need for an August 2009 start at the latest and substantial versus material completion by March 2011. We provided additional information to MTCU finance and hope they will continue to support a little flexibility to ensure substantial funding to Ontario.
- **OTSS** – We have exceeded our target and will be adding \$2.6M to our student endowments.

Staff Success

- **Contact Photography** - GBC is once again participating in the Contact Photography event with an exhibition of photographs by Toronto travel writer and photographer John Fitzgerald and Design professor Annette Hemerik. The opening night of the exhibition 'China Hot, China Cold' was on May 6 with the photos providing a glimpse of a society and how it has been changing. Annette also arranged for a competition of photos of China taken by our international students. The winning photos are also on display with the exhibition taking place until May 31, 2009 @ 230 Richmond St East.

Student Success

- **SIFE George Brown** - George Brown competed in the Regional SIFE competitions last week. We placed second in the first round in our league and went on to the semi finals competing with Ryerson, St. FX and University of Windsor. Memorial University took first place overall for the fourth year in a row and will be competing at the World Championships in Berlin. Greg Macleod, President, AIM Performance Management who is a member of SIFE GBC Business Advisory Board won the 'ACE Most Supportive Business Advisory Board Member Award'. He will be going on to volunteer in other areas and has also agreed to Chair the newly implemented Loans Review Committee that will be reviewing Business Plans submitted by our Student Entrepreneurs for loans from Canadian Youth Business Foundation (CYBF).
- **Fashion Design** - The students in the Fashion Design and Techniques program have been involved in developing designs for a lingerie design competition sponsored by Triumph International. This is the first year to have Canada involved and we were selected as the only school in Canada to participate. Student Andrea Tucker was the winner of our competition and will be named the Canadian representative to the international competition to be held in Milan, Italy in September during fashion week. She presented an Art Deco inspired design. The April Flare magazine on line has an article and photos.

- **Ontario Skills Competition** - GBC had 20 students participating in the Ontario Skills competition last week in Kitchener-Waterloo. They were involved in ten different technology competitions and earned three silver medals. Congratulations to all the students and their staff advisors and especially the silver medal winners: Jason Hoskin, Industrial Mechanic Millwright, Kevin Lam, Mechanical CADD, and Michael Pearson for Computer Aided Manufacturing. In addition, we had a GBC booth at the event. We had a number of enquiries about GBC programs including Culinary Arts, Engineering and Architecture and Health Programs.
- **Design Students** - Our design students in the Studio Lab at the School of Design worked with Toronto Police Services on a campaign to stop homophobic violence. The campaign developed by our six students won the Community Policing Award from the Police Chiefs Association. This award will be presented in June. The collateral materials have also been licensed for use internationally. Congratulations and thanks to Luigi Ferrara and Studio Lab faculty Jane Weber and Jenny Lemieux who worked on the campaign with the students. Other students within the program designed tee shirts for 'Volunteer Toronto' and 'Me to We' – with the winning Designs now on sale on-line. Thanks to Annette Hemerik for coordinating this student opportunity.

Positioning

- **Toronto Region Research Alliance (TRRA)** - I have been invited to sit on the TRRA Board. TRRA's mandate is to support and promote research investment into the 'greater-GTA'. It is an interesting board including David Johnston, President University of Waterloo, Sheldon Levy of Ryerson University, Anne Golden of the Conference Board of Canada, Paul Lucas, President and CEO of Glasco Smith-Kline SK and Mary Jo Haddad, President and CEO of Sick Kids Hospital to name a few.
- **Differentiated Colleges** – In 2003, six colleges were granted permission to differentiate in order to meet the changing needs of their diverse communities. This allowed the College to offer a more comprehensive range of programming including applied degree. We were also identified as an Institute of Technology and Advanced Learning (ITAL). Some colleges have adopted the ITAL nomenclature. MTCU has now decided to extend the differentiated status of all colleges identified as ITALs for one more year while they consider elements of a new system design.
- **Economic Summit** - The Board of Trade and other leaders in the GTA hosted an Economic Summit at Seneca College last week. The summit positioned colleges quite positively in terms of our contribution to economic growth in our region. The latest report from the Workforce Shortage Coalition coordinated by Colleges Ontario was also released at the summit. It will help contribute to the development of Ontario's Knowledge and Skills Strategy and asks the government to take action to ensure there is an attractive business climate, strategic infrastructure and an effective skills strategy. Marjorie McColm represented GBC at the summit. The report can be found at http://www.collegesontario.org/client/collegesontario/colleges_ontario_lp4w_ind_w ebstation.nsf/page/Ontario%20must%20commit%20to%20doubling%20apprentice ship%20completion%20rate

There being no further business, the meeting was adjourned to a Private session.