

THE GEORGE BROWN COLLEGE
OF APPLIED ARTS AND TECHNOLOGY

BOARD OF GOVERNORS
PUBLIC SESSION MINUTES

SEPTEMBER 17, 2008
200 KING ST EAST, TORONTO
5:30 P.M.

Present:	Michael Eubanks Chris Griffin Marilou Martin	Marjorie McColm Noella Milne Maureen O'Halloran	Jan Rush Anne Sado David Wilkes <i>(via phone)</i> Bob Wong
Guests	Michael Cooke Eugene Harrigan Yves Hébert	N. Hood R. Ho J. Norman	D. Norris K. Thomson J. Walker
Regrets:	Chris Boyle	Lynn Nagle	Christine Raissis
Minutes:	Diane Fantinato		

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

ITEM	DISCUSSION	ACTION
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1.0 Chair's Report

In bringing the meeting to order, N. Milne welcomed everyone back from the summer. It has been an exciting summer for the College with much renovations and new construction at 300 Adelaide and the Chefs' House at 215 King. The College also has new space for the School of Design and Institute without Boundaries at 230 Richmond. There was also the announcement in July of the capital grant of \$61.5M from the Government of Ontario, which has enabled us to confirm plans for a new campus at the Waterfront.

Noella introduced our newest Board members: David Wilkes who currently is the Senior Vice President at the Canadian Council of Grocery Distributors and Rahul Bhardwaj, President and CEO of the Toronto Community Foundation. Rahul will be joining us at the October 8 meeting. Both will bring great experience to the strategic areas of the College.

A. Sado was asked to introduce Jennifer Norman who has joined the College as the Senior Advisor to the President. Jennifer will provide senior support to Anne working on a number of strategic projects and issues. She is a lawyer and has been working with the Ontario Government for the last few years in the Premier's office, in our Ministry (TCU) and Ministry of Labour. Also joining the meeting was Darlene Norris, Acting Executive Director of the GBC Foundation since July.

The Executive Committee of the Board met in late August to map out a plan for the Board for the coming year. A theme for the year was decided – "Positioning for the Future". It is our intent to focus on the possible future impact or implications of every key topic reviewed at Board meetings. In alignment with this theme -- we are also recommending that the Board Retreat in November focus on the start of a new plan for the College, which would help define our future to 2020.

An election to choose the next Board Faculty Representative is underway. The newly elected representative will be joining us at the October Board meeting. Also, the Student Representative nomination period will begin in October, with an election scheduled for November.

- 2.0 **Approval of the minutes of the Board of Governors meeting of June 18, 2008.**
There were no questions arising.

MOTION

THAT the Board of Governors approve the minutes of the June 18, 2008 Board of Governors meeting as presented.

Moved: J. Rush Seconded: M. O'Halloran CARRIED

**MOTION
08-01-01**

It was noted that we have not yet moved forward with advice from the courts re the Alumni Association account. We will be moving forward with next steps once recently received documentation from our legal counsel is reviewed.

- 3.0 **Approval of the minutes of the Academic and Student Affairs Committee meeting of June 10, 2008 and July 2, 2008.**
There were no questions arising.

MOTION

THAT the Board of Governors approve the minutes of the June 10, 2008 and July 2, 2008 Academic and Student Affairs Committee meeting as presented.

Moved: M. O'Halloran Seconded: M. Martin CARRIED

**MOTION
08-01-02**

The following programs were presented for approval:

Game Development Advanced Diploma Program - The Game Development Program is a three-year Post-Secondary College Advanced Diploma Program. Students will receive a thorough and practical overview of game design and development and industry practices. This design-skills oriented program will prepare graduates for working in the industry as Level Designers, Character Modellers, Character Animators, Environment Artists, Concept Artists, Texture Artists and 2D Artists. It will address the increased demand for educated Game Designers and Developers. This program is anticipated to commence January 2009.

Paediatric Acute Care Cardiology Graduate Certificate - The Paediatric Acute Care Cardiology Certificate is a two module program designed to provide registered health care professionals with the knowledge, skills and competencies to care for the child and family with congenital and acquired heart disease. This unique inter professional program is offered as a collaboration between the Hospital for Sick Children and George Brown College in Toronto. Although the program was initially designed to meet the learning needs of health professionals at Hospital for Sick Childrens, the program will be opened to other cardiac centre across Ontario. The program is expected to commence January 2009.

MOTION

THAT the Board of Governors approve the:

- **Diploma in Game Development**
- **Graduate Certificate in Paediatric Acute Care Cardiology as presented.**

Moved: C. Griffin Seconded: M. Martin CARRIED

**MOTION
08-01-03**

4.0 Financial Report

R. Ho reported on the results to the end of July. Overall actual operating revenue is tracking similar to the same time last year at 44% of the adjusted budget. The key source of revenue is tuition fees and with other revenue is about 2% ahead of last year. Total operating expenditures actual running rate is at 28% and is below the budgeted rate. The budget is tracking on target and there are no other unusual items to report. The next report will be to the Finance and Property Committee in September.

5.0 Approval of the Produce and Services Supply Agreement –w- Ecolab

E. Harrigan presented a proposed partnership between Ecolab and the Centre for Hospitality and Culinary Arts (CHCA). Ecolab is a global leader in commercial cleaning and sanitization products, strongly aligned with the College’s values – diversity, ethical purchasing, sustainability, etc. Through the partnership, the College will create a unique national standard for CHCA and students, integrate standards into all CHCA curriculum, meet the goals for sustainability, provide professional development for faculty, support staff and students, and maintain a cost effective cleaning and sanitizing program. This agreement is in line with our Procurement Policy.

MOTION

THAT the Board of Governors approve entering into a contract with Ecolab as the sole supplier of cleaning and sanitizing products for the Centre for Hospitality and Culinary Arts.

**MOTION
08-01-04**

Moved: J. Rush Seconded: C. Griffin **CARRIED**

6.0 Approval of the 2007-08 Annual Report, 2008-09 Business Plan and Multi-Year Accountability Agreement (MYAA) Report Back

A. Sado advised that the Annual Report is a requirement of MTCU and needs to be approved by the Board. The format is the same as previous years. It is a factual report of the accomplishments of the previous year based on our balanced scorecard. It ultimately reflects that George Brown is working towards becoming the best College in producing workplace ready graduates for the Greater Toronto Area market. The Board also received a bound version which was created for use as a marketing tool to stakeholders. The final report will be available on-line.

The Business Plan is also a requirement of MTCU and needs to be approved by the Board. The draft plan was submitted to the Ministry by the required due date. The plan outlines our 2007-08 accomplishments and our objectives for 2008-09, including our key strategic initiatives. The 2008-09 plan continues to move the College toward achieving our 2010 objectives. The Business Plan mirrors the operating plan approved by the board in the spring.

The Multi-Year Accountability Agreement (MYAA) Report Back required Board Approval and will form an addendum to our Annual Report. A. Sado noted that Nancy Miyagi, of the Office of Academic Excellence, gathered most of the data for the report. Anne reviewed all of the key sections and outcomes for the Access and Quality elements of our commitments. Only the retention rates for first to second year and second to third year are of concern. Feedback regarding measurement challenges has been referred to the Ministry.

MOTION

THAT the Board of Governors approve the:

- 2007-08 Annual Report
- 2008-09 Business Plan
- Multi-Year Accountability Agreement (MYAA) Report Back as presented.

**MOTION
08-01-05**

Moved: J. Rush Seconded: B. Wong **CARRIED**

7.0 Waterfront Update

E. Harrigan reported that there has been a significant amount of interest in the project locally and around the world. The development of the RFQ continues to move forward. We are considering a few different alternative approaches for next steps. A feasibility study re partnership opportunities for the recreation and athletic complex is underway. Details will be reviewed at the upcoming Finance and Property committee of the Board. A key next step is approval of the land lease by City Council.

8.0 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

- **Enrollment** - We expect to meet our targets. Final numbers will not be available until after the November 1 audit date but at this time we have almost 15,600 students paid and registered. We are at 98% of our annual budget with winter intake still to come and at 105% of international. ESL is at 55% with three intakes still to come and Con-Ed at 51.7%, which is ahead of last year.
- **Fundraising** - Our focus for fundraising continues to be the Yes Chef! Campaign. We have raised just under \$3.5M to date, with a number of active solicitations in progress. We are also finalizing a plan for OTSS. Our matching opportunity this year is \$748K with \$126K raised to date. The targets have been allocated by division and a potential list of prospects is being developed. OTSS will be a high priority to ensure we meet our matching targets.
- **NSERC** - The College has submitted our application for NSERC CIIP funding. Thanks to Robert Luke, Director of Applied Research, and Michael Cooke for preparing a very comprehensive submission. A CFI application is being prepared for early October.

Student Success

- **Apprenticeship** - We were successful in four bids submitted for new co-op diploma apprenticeship cohorts for September 2009. We will offer Baker, Cook, Tool and Dye and HVAC programs. Thanks to Rolf Priesnitz, Director of Apprenticeship, for his excellent work on these submissions.
- **Second Career Strategy** - The public colleges have enrolled 70% of all applicants enrolled through this initiative, which is a priority for the government. We have enrolled 21 students bringing us very close to our target of 25.

Other

- **President's Breakfast** - Anne hosted the 5th Annual President's Breakfast for staff on Monday, August 25. We had a strong turnout and would like to thank Maureen O'Halloran for attending on behalf of the Board. Highlights of the breakfast included two videos, keynote speaker Richard Florida and the 2nd Annual GBC Achievement Awards. Eighteen employees were honoured with awards in eight categories. All were nominated by their peers and selected by a committee of College employees. We also announced and launched the new tag line for the College, which is *"Make it Happen"*. The Board viewed the Academic Strategy video premiered at the President's Breakfast.
- **OPSEU Support Staff** - We were pleased that OPSEU Support Staff and the Colleges reached a tentative agreement and averted a strike on September 2. Classes began on September 2 and we were grateful that our support staff members were at work to help ensure a smooth start to the academic year. The vote on the tentative agreement will take place on October 2.

- **DM Philip Steenkamp** - We were disappointed to learn in early September that our Deputy Minister Philip Steenkamp is leaving Ontario to go back to British Columbia. Philip has been very effective in his role as deputy. He has been a champion of change and a great supporter of the college system.

9.0 CHCA Facilities Update/The Chefs' House

John Walker reviewed the status of the Centre for Hospitality and Culinary Arts growth strategy. The Centre has focused on employer research, providing a vibrant mix of Con-Ed programs, introducing new full-time programs, launching the First Impressions Program and embarking on a national research project. He reported on the facilities renewal and investment in 300 Adelaide St East and 215 King St East. The Chefs' House at 215 King will be a truly unique experience for customers and students. It will be open to staff September 15 and to the public beginning November 3. The Yes Chef! Campaign has been working on securing partnership agreements and donations, and sponsoring promotions such as the three Yes Chef! Dinners planned for October 27-29, a dinner at Canoe restaurant and unveiling of the donor wall.

There being no further business, the meeting was adjourned.