DRAFT

MINUTES OF MEETING NUMBER FOUR HUNDRED AND SIXTY NINE OF THE BOARD OF GOVERNORS OF ALGONQUIN COLLEGE WHICH WAS HELD ON MONDAY, DECEMBER 12, 2011, AT 4:30 P.M. IN THE ROSSER BOARDROOM, C539, WOODROFFE CAMPUS

Present	Michael Dunlop, Chair Eric Agyemang Denise Amyot Jeanine Chiasson Lynne Clark Pauline Edmonds Barbara Farber Robert Gillett, President Doreen Hume Louis Lamontagne Kathyrn Leroux James McIntosh John Owens Andrew Pridham Mark Sutcliffe	Regrets	Doug Orendorff, Vice Chair Debbie Robinson
		Vice Presidents:	Gerry Barker, Human Resources Kent MacDonald, Academic Joy McKinnon, Business Development Duane McNair, Administration Deborah Rowan-Legg, Student Services
		Recording Secretary	Anna Cobus

Observers Jo-Ann Aubut, Acting Dean, Academic Development
Claude Brulé, Dean, Faculty of Technology and Trades
Jennifer Daly-Cyr, Acting Director, Strategic Programs & Services Planning Project
Cathy Dempsey, Director, Finance & Administrative Services
Barbara Foulds, Acting Dean, Faculty of Health, Public Safety & Community Studies
Russell Mills, Dean, Faculty of Arts, Media & Design
Doug Ouderkirk, Director, Academic Operations & Planning
Brenda Rothwell, Executive Director, Foundation
Michel Savard, Dean, School of Hospitality and Tourism
Mike Sparling, Director, Information, Institutional Research and Technology Services

The meeting was called to order at 4:30 p.m.

11-71 CONFLICT OF INTEREST DECLARATION

Governor Pridham indicated that he would abstain from voting on the Mobile Application Design and Development program proposal and the Business Intelligence Systems Infrastructure program proposal as they were being presented from his program area within the College.

11-72 APPROVAL OF THE PREVIOUS MINUTES

RESOLUTION

MOVED & SECONDED – Edmonds & Amyot

That the minutes of November 14, 2011 be approved as presented.

11-73 BUSINESS ARISING

None.

11-74 DECISION ITEMS AND REPORTS

PROGRAM PROPOSAL: MOBILE APPLICATION DESIGN AND DEVELOPMENT

Claude Brule and Russell Mills presented a proposal to offer a two year diploma program in Mobile Application Design and Development which is designed to prepare students for careers in the expanding and evolving fields of mobile web and application development. Students learn the design of user interfaces, user experience, usability of mobile solutions, online mobile marketing, and security considerations. Real-world applications and solutions are created with a variety of technologies and programming languages. Graduates may find employment in all levels of government, including health care, education, business, marketing, and communications.

Questions/Comments:

- *Governor Leroux: How is the enrolment projection determined?* Initially, the projections are conservative with the ability to offer a flow through with some attrition built in. The total enrolment reflects two semesters worth of enrolment, not just the first semester in the fall. It is anticipated that the projections may be conservative because of the current demand in application development.
- *Governor Edmonds: Is the ratio of retention comparable to other programs in the field of development?* No. It is not however; it is a combined design and development program.
- *Governor Amyot: Do other provinces offer such programs*? It is unknown; however, it is assumed that there are other provinces that do offer such programs.
- *Governor Clark: Are the instructors current employees or will there be new instructors? If so, where do they come from within the community?* There are some instructors with expertise in this area that would want to join the program. It will be a matter of assigning work to talent and then supplementing with non full time employees until such time that the program becomes sustainable.

- *Governor Dunlop:* Offered congratulations on the collaborative effort between the schools.

RESOLUTION

MOVED & SECONDED – Edmonds and Owens

That the Board of Governors approve the Mobile Application Design and Development Ontario College Diploma program effective fall, 2012, and seek validation of the program title and outcomes from the Credentials Validation Service and approval for funding from the Ministry of Training, Colleges and Universities.

CARRIED

1 Abstention – A. Pridham

PROGRAM PROPOSAL: HORTICULTURE INDUSTRIES

Russell Mills presented a proposal to offer an Ontario College Diploma Program in Horticulture Industries. The program was developed in response to the Strategic Programs and Services Planning Project final report and recommendation to transition to a new offering after the phase out of the Horticulture Technician program. The Horticultural Industries program will prepare graduates to meet the evolving and diversified horticultural industry in the areas of sustainable urban agriculture, green roof and living wall technology, nursery production and management, as well as urban and rural green infrastructure design, installation and maintenance. In addition to earning an Ontario College Diploma, students will be prepared to challenge the entire Landscape Industry Certification Designation at the technician level as provided by Landscape Ontario. Mobile technology is integrated into the program in many areas to enhance student success.

In addition to supervisory and project management opportunities, graduates may find employment in urban food production co-ops; nurseries and garden centres; park systems; landscape design, construction and maintenance firms; tree care industry; sales and service; consulting; and relative horticulture-related teaching.

Questions/Comments:

- *Governors Owens: How many students would be in the co-op portion of the program at one time?* 25 students would be in co-op during each of the 12 week periods. Industry is absolutely supportive of this program and there will be no difficulty securing placements for students. The program has an excellent advisory committee.

- *Governor Edmonds: Is this the right name for this program? Will it market well?* A lot of work has been undertaken in developing the program name including focus groups in high

schools and with current students. The three subtitles will also be used to describe the curriculum whenever possible.

- *Governor Leroux: Is it expected that there would be a larger number of mature students in the program?* It is possible.

- *Governor Farber: Commended the College for the new iteration of the program and for the passion and hard work that came out of the SPSP process.*

- Governor Dunlop: Compared to the program that is being replaced, will there be additional employment opportunities as a result of the changes that have been made? Yes, it is felt that the curriculum changes will open create new opportunities for students.

RESOLUTION

Moved and Seconded – Farber and Amyot

That the Board of Governors approve the Horticultural Industries Ontario College Diploma program effective fall, 2012, and seek validation of the program title and outcomes from the Credentials Validation Service and approval for funding from the Ministry of Training, Colleges and Universities.

CARRIED

PROGRAM PROPOSAL: BUSINESS INTELLIGENCE SYSTEMS INFRASTRUCTURE

Claude Brule presented a proposal to offer a one-year Ontario College Graduate Certificate program entitled Business Intelligence System Infrastructure delivered in collaboration with IBM. It prepares students for entry to careers requiring specialized technical knowledge to support corporate use of Business Intelligence. Students develop technical and soft skills to analyze, design, build, support and manage systems to aid business decisions through data analysis using complex databases and data warehouses. Business and statistics courses provide the foundation for developing solutions to meet business needs.

It is a mobile learning program that engages students in a collaborative, mobile learning environment to help them become skilled, confident users of the technology they are expected to use in the workplace. Students who maintain a College-prescribed academic standing and who possess the appropriate level of business communication skills may take part in a cooperative placement at the end of Level 02 for one 14-week paid work term.

Graduates may find employment in private, industrial, governmental and service sectors such as service organizations focused on software installation, support and maintenance,

information service providers and technical support units of government organizations.

Questions/Comments:

- *Governor Owens: The course development fee for this program is $253K versus $75 for the Mobile Application Design and Development Program. Why is the cost so much greater?* That is an upper limit of the price point for the curriculum. Discussions are still ongoing with IBM about the price point and the way in which the curriculum will be used. This is a worst case scenario and it is expected that the price will be substantially discounted.

- *Governor Owens: Is there no attrition expected?* Past experiences with the former program indicate that it will be a mature audience with no attrition expected.

- *Governor Amyot: Requested further information about the relationship with IBM.* The relationship with IBM is centered on 30% of the course hours. The level 2 courses will be based on IBM curriculum; a large part of the $253K is the licensing fee ($200K), and the remainder is to develop the other courses. The College will secure licensing for IBM's curriculum for the Cognos BI and they will provide us with software licenses, and some classroom presence of their own instructors. IBM delivers the same courses through their own training force for twice the cost of the entire program; therefore, students are receiving all that IBM offers and more, at a significantly lower cost.

- *Governor Agyemang: How much of a role will IBM play in the co-op option of the program?* Part of the program is based on IBM products however, other products are also reviewed. Students could go to IBM or other areas, and the College could also seek co-op students to advance its own BI initiatives.

- *Governor Edmonds: Will the College be required to pay for upgrading the software in the future once it purchases the curriculum?* Yes, upgrades are at an additional fee; however, some updates will be included. The upgrades to newer versions are at 25% of the original cost which is built into the costing model. All programs of this nature undergo upgrades on a regular basis including Oracle, Cisco, etc.

RESOLUTION

MOVED & SECONDED – Chiasson & Owens

That the Board of Governors approve the Business Intelligence System Infrastructure Ontario College Graduate Certificate program effective fall, 2012, and seek validation of the program title and outcomes from the Credentials Validation Service and approval for funding from the Ministry of Training, Colleges and Universities.

CARRIED

1 Abstention – A. Pridham

STRATEGIC PLAN

The Chair reported that the Board received the draft strategic plan from the President's Executive Committee and outlined the process that was undertaken to arrive at the draft plan. Before moving to the recommendations, the Chair, on behalf of the Board of Governors, thanked everyone from all campuses of the College for the energy with which the strategic plan was revisited and revised, and for taking into account where the College is today versus when the original plan was written. He indicated that the President's Executive Committee provided an extensive background to the recommendations contained in the draft plan and also guided Governors through many variations of themes concerning what the College must do to remain current with industry. The information generated significant discussion and helped the Board to understand the realities and challenges of the future.

The Board accepted the directions set within the plan and asked the team to move forward with detailing the directions and implications of each strategy.

RESOLUTION

MOVED & SECONDED – Sutcliffe and Leroux

That the Board supports in principle, the directions contained in the Draft Strategic Plan document;

That the Board requests that administration bring forward specific details with regard to the implications of the directions in the Strategic Plan in its 2012/13 Business Plan and Budget;

That the Board reserves final approval of the Strategic Plan until all of the implications of the Plan are fully understood following presentation of the new Business Plan and Budget for 2012/13; and,

That the Board authorizes administration to distribute the draft Strategic Plan to the community for discussion and consultation.

CARRIED

11-75 REPORT OF THE CHAIR

The Chair reported the following:

- The College held its United Way Touchdown Event on Friday November 18th. This year's campaign raised approximately $105,000.

- All services at the College will be closed as of the end of the business day on December 24th and will re-open on Monday, January 2nd. During this period, both ITS and Physical Resources undertake a large amount of work which cannot be completed when students and staff are on campus. *Secretary's Note: It was subsequently determined that the College will close at 12:00 noon on December 24th.*

- A note of heartfelt thanks was sent to the Board from John Paul Tapp after receiving the certificate of appreciation presented to him on behalf of the Board of Governors at the ACCE building opening on November 22nd.

- Five meeting feedback forms were received following the November 14th meeting of the Board. The responses were very positive. One suggestion for improvement was that the Board may need to more fully delegate to consultants in public. The Board Chair indicated that he would further investigate this concern. Governors were once again encouraged to continue to provide their feedback.

- The Colleges Ontario Governor Orientation and Board Chairs/Vice Chairs Planning meetings were recently held in advance of the Colleges Ontario Conference in late-November. Governors who attended provided their feedback which was overall positive.

- The annual President's Christmas Coffee Break will be held on Friday, December 16th beginning at 10:30 a.m. in the Observatory (Student Lounge).

11-76 <u>REPORT OF THE PRESIDENT</u>

The President reported the following:

- Colleges continue to work on their budgets; a session is being held in December with the Committee of Presidents to review programs in the province to determine if they can be sustained elsewhere.
- Colleges Ontario is attempting to encourage new Minister Glen Murray to release MTCU's directions for the future; however, it may be January or February until there is a response to that request as he has indicated that it is difficult to provide a perspective on this until the Premier sets the direction and the Minister of Finance announces the budget.

11-77 <u>MANAGEMENT SUMMARY REPORT</u>

The management summary report is available online at www.algonquincollege.com/board. The report was accepted as presented.

11-78 OTHER BUSINESS

Governor Owens reported that the *Constructing Our Future* capital campaign for the Algonquin Centre for Construction Excellence has surpassed its lofty goal of $7M and reached $7.5M. The additional funds will be set aside to create a bursary for deserving students.

Governor Leroux suggested that a future agenda item may include a discussion surrounding risk management and international activities as recommendations have come from a number of colleges to set up a separate corporation in order to undertake international initiatives.

Kent MacDonald observed that bags of coffee were once again available for Governors and is aligned to the work that faculty, staff and students undertake in Costa Rica.

The regular meeting adjourned and the Board of Governors moved in camera for a discussion at 5:20 p.m.

Michael Dunlop, Chair

Anna Cobus, Recording Secretary