

MINUTES  
BOARD OF GOVERNORS  
NIAGARA COLLEGE OF APPLIED ARTS AND TECHNOLOGY

February 17, 2011

A meeting of the Board of Governors of Niagara College of Applied Arts and Technology was held on Thursday, February 17, 2011 at 5:30 p.m. at the Niagara-on-the-Lake Campus.

Present:       L. Crispino, Chair                   C. Ashby                   T. Clutterbuck  
                  G. Dalton                            T. Harris                   D. Matovic  
                  D. McCann                           D. Moody                   M. Nantel  
                  D. Pastirik                           D. Patterson               B. Rose  
                  A. Schmidt                           R. Taylor

Staff:           S. Hudson                           S. Kennedy                C. Kissmann  
                  T. Quinlin                           K. Rose

Absent:         G. Hunchak                         D. Sevenpifer             L. Simpson

Guests:         Bob Hann, Director - Registrar and Enrolment Services  
                  Garrett Lehman, Executive Vice President - Student Administrative Council  
                  Vince Malvaso, Director – Financial Services

1.       WELCOME GUESTS  
          Chair Crispino welcomed the guests named above

2.       APPROVAL OF AGENDA

BG-01       Moved by:       R. Taylor  
-2011       Seconded by:  D. Pastirik

          THAT the February 17, 2011 Board of Governors agenda be approved.

Motion Carried

3.       DECLARATION OF CONFLICT OF INTEREST

          No conflict of interest was declared.

4.       APPROVAL OF MINUTES

BG-02       Moved by:       M. Nantel  
-2011       Seconded by:  C. Ashby

          THAT the Board of Governors approve the Minutes of the Board of Governors meeting held December 9, 2010.

Motion Carried

5.       STUDENT ADMINISTRATIVE COUNCIL UPDATE

          Garrett Lehman, reported on the recent activities of Student Administrative Council including:

- The Core – the new student centre at the Welland Campus
- New Student Administrative Council website
- SAC Cares – raised over 2000 lbs of food
- Green Up – over 200 trees were planted at the two campuses
- Green Committee – recycling initiative
- Kijiji site for students to sell used items on-line

Vice President Kennedy commended Mr. Lehman and the student administrators for their work and dedication to student life and partnership with Niagara College.

6. 2011 – 2012 COMPULSORY ANCILLARY FEES

Bob Hann, Director of Registrar and Enrolment Services and Garrett Lehman, Executive Vice President SAC presented the proposed increases to both the compulsory ancillary fees and the student fees for 2011-12. Proposed increases include the following:

- Proposing a small increase in athletic fees
- Co-curricular fee - \$5.50 per term to maintain records the level of student engagement outside of their classroom activities
- College Student Alliance fee is increasing - \$1.00 per term
- Student Activity fee increase – \$1.00
- Student Health Plan – increase of \$7.85
- Universal Bus Pass (U-Pass) - \$3.50 increase to expand routes and frequency
- Provincial fee policy directive
- Niagara College fees are comparable to the median at other colleges
- The Region has not provided any funding for the UPass, however, T. Clutterbuck reported that inter-municipality transportation is a priority of Regional Niagara and as such they will be advocating to the province during Niagara Week meetings at Queen's Park
- Board members asked about the process taken to arrive at the increases to ensure it takes into account input from the student population - the compulsory ancillary fees are established by a joint committee with SAC and College representatives

BG-03  
-2011

Moved by: T. Clutterbuck  
Seconded by: M. Nantel

THAT the Board of Governors approve the 2011-2012 compulsory Ancillary Fees

Motion Carried

7. 2011-2012 TUITION FEES

Bob Hann, Director of Registrar and Enrolment Services presented the proposed 2011-12 Tuition fees. Vice President Hudson reported that the national body for Dental Hygienists is altering the regulatory criteria which may result in the program duration changing from a two year to a three year. This may result in the necessity of bringing an amended tuition fee to the Board for approval. Given that it is presently unknown whether the change will affect clinical or theoretical courses, the impact on capacity is unknown at this time. G. Dalton inquired about the possibility of a tuition freeze.

BG-04  
-2011

Moved by: G. Dalton  
Seconded by: T. Harris

THAT the Board of Governors approve the 2011-2012 Tuition Fees

Motion Carried

8. REPORT OF THE AUDIT REVIEW COMMITTEE

B. Rose reported on the meetings of the Audit Review Committee of December 9, 2010 and February 2, 2011.

It was reported that the budget is on track.

Master Plan financing – the college will have a projected cash balance of \$24M and the Colleges has received OFA approval

Recommendation is that college reserves are utilized to finance the completion of the Master Plan. The cash portion has been improving over the past year, resulting in the potential for additional projects within the original financing strategy.

BG-05  
-2011

Moved by: D. McCann  
Seconded by: A. Schmidt

THAT the Board of Governors receive the Audit Review Committee meeting minutes of December 9, 2010 and February 2, 2011.

Motion Carried

BG-06  
-2011

Moved by: B. Rose  
Seconded by: M. Nantel

THAT the Board of Governors approve the 2010-2011 MTCU Interim Budget Report.

Motion Carried

BG-07  
-2011

Moved by: B. Rose  
Seconded by: D. McCann

THAT the Board of Governors approve that Niagara College use its cash reserves to finance 2010-2011 master plan expenditures and not access debt financing this fiscal year and finalize the long term financing strategy in 2011.

Motion Carried

BG-08  
-2011

Moved by: B. Rose  
Seconded by: D. McCann

THAT the Board of Governors approve that Niagara College see OFA approval to establish an operating line of credit of \$2.5 million to minimize liquidity risk

Motion Carried

#### INVESTMENT COMMITTEE

D. McCann reported on the performance of the investment portfolio. \$240k can be paid out in student grants in the coming fiscal year. A. Schmidt asked how Niagara College compares to other colleges with respect to the performance of their investment portfolios. T. Quinlin reported that other colleges have not been forthcoming in sharing this information.

BG-09  
-2011

Moved by: D. McCann  
Seconded by: D. Matovic

THAT the Board of Governors receive the Investment Committee meeting minutes of January 27, 2011.

Motion Carried

BG-10  
-20101

Moved by: D. McCann  
Seconded by: D. Pastirik

THAT the Board of Governors receive the Investment Performance Reports as presented.

Motion Carried

#### NEW PROGRAMS

Vice President Hudson presented six new programs for a September 2012 start date. The process of information gathering, market research, key performance indicators, program reviews etc that leads to the proposed new programs was reviewed. T. Clutterbuck reported that these programs align nicely with emerging sectors identified by the Niagara Region.

- *Advanced Law Enforcement* (Graduate Certificate) – builds on the Police Foundations program, would enhance the employment opportunities for graduates. Very low start up cost.
- *Autism Behavioural Science* (Graduate Certificate) – primarily targeted to university graduates or those who are already working in the classrooms with Autistic children.

- *Electrical Techniques (Certificate)* – will meet the apprenticeship curriculum standards for challenging the Provincial exemption exam for Level 1 of the trade
- *Exercise Science for Health and Performance (Graduate Certificate)* – geared to university graduates to offer the hands on experience required for certification
- *Office Administration – Medical (2 year Diploma)* –this program is in answer to a local need
- *Sport Administration (3 year Advanced Diploma) / Sport Management (2 year Diploma)* – ladder program. A business and passion program.

BG-11  
-2011

Moved by: T. Harris  
Seconded by: R. Taylor

THAT the Board of Governors approve the six new programs for September 2012 start, as attached.

Motion Carried

11. MID RANGE ANALYSIS

Vice President Quinlin presented the mid range analysis. Projected year end results will be \$1.6M higher than the approved budget. Niagara College will not require debt financing for capital projects. The Province is forecasting an \$18B deficit with the Ministry indicating no end-year funding. Ontario continues to be the lowest funded province leading Colleges to redesign systems and programs to find efficiencies including improved credit transfer systems and Ontario-Buys. Short term strategy is to present a balanced budget for 2011-12.

Enrolment funding challenge; base budget is calculated on a 3 year enrolment average, 2 year slip; growth funding is based on a 2 year average and 2 year slip for 11/12 (based on the 07/08 and 08/09 years). 2011-12 enrolment growth of 2.7% includes flow-through enrolment from 2010-2011, increase in international enrolment plus five new programs.

International tuition fees are not regulated as there is no grant. The Provincial government is encouraging increased international recruitment with financial incentives. Governor Taylor inquired about international recruitment activities at Niagara College. It was reported that Niagara College is the top performing college outside of the GTA for international recruitment.

Items not addressed in the 2011-12 budget include part-time unionization, operational support for enrolment pressures, deferred maintenance, equipment renewals (restricted to grants) and additional staffing.

12. FINANCIAL RESULTS AS AT DECEMBER 31, 2010

Vice President Quinlin presented the financial results as at December 31, 2010.

BG-12  
-2011

Moved by: R. Taylor  
Seconded by: C. Ashby

THAT the Board of Governors receive the Financial Results as at December 31, 2010.

Motion Carried

10. REPORT OF THE CHAIR

- Chair Crispino congratulated Governor Clutterbuck on his new position as President of ASW Steel
- Seafood Gala – April 8<sup>th</sup>, Chair Crispino reminded all Governors to promote this annual fund raising event
- It was announced that the Ontario Chamber of Commerce has entered into an agreement with Minister Duncan to conduct an electronic pre-budget consultation with Chair Crispino co-facilitating

11. REPORT OF THE PRESIDENT

- President Patterson highlighted various college activities including a visit from Minister Goodyear, the announcement of \$750k in Federal Economic Development funding for the College's Applied Research and Commercialization Program and an assortment of event and awards.

12. OTHER BUSINESS  
▪ None reported

13. ADJOURNMENT

BG-13  
-2011

Moved by: D. Moody  
Seconded by: R. Taylor

THAT the Board of Governors adjourn the February 17, 2011 meeting.

Motion Carried

  
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D. Patterson, President and Secretary  
Niagara College Board of Governors

  
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L. Crispino, Chair  
Niagara College Board of Governors