

THE GEORGE BROWN COLLEGE  
OF APPLIED ARTS AND TECHNOLOGY

BOARD OF GOVERNORS  
PUBLIC SESSION MINUTES

OCTOBER 12, 2011  
200 KING ST EAST, TORONTO  
5:30PM

<b>Present:</b>	Minaz Abji Julie Bulmash Laurie Cook	Chris Griffin, Chair Robert Luke Lynn Nagle, Vice Chair	Christine Raissis Anne Sado
<b>Guests</b>	Adrienne Galway Eugene Harrigan	Yves Hébert Nancy Hood	Georgia Quartaro Karen Thomson
<b>Regrets:</b>	Rahul Bhardwaj Marilou Martin	James McPhedran David Wilkes	Bob Wong
<b>Minutes:</b>	Diane Fantinato		

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

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ITEM	DISCUSSION	ACTION
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**1.0 Chair's Report**

Chair Chris Griffin brought the meeting to order and welcomed everyone back from the summer break.

The Chair introduced and welcomed the newest member to the Board, Julie Bulmash, who was recently elected as the Faculty Representative. Julie is the Coordinator of the Human Resources Program in the School of Business.

On behalf of the Board, the Chair was pleased that the support staff strike is over and the contract has been ratified. He noted that a number of the external Board members, the Chair included, wished to express their displeasure about the behavior of the support staff union during the strike and the lack of respect for senior management that was shown during that time. This behavior led to a detailed discussion at the Executive Meeting held in September. It was realized we did not have a Code of Conduct or a Code of Ethics in place for the Board, which is a practice that many boards have implemented. Although such a practice had not been required in the past, we think that reality has changed. The Chair proposed the formation of a committee to bring a recommendation for a Code of Ethics and a Code of Conduct for Board members back to the entire Board. Rahul Bhardwaj, Laurie Cook and Lynn Nagle have agreed to serve on this ad hoc committee. The Chair was impressed with how effectively management worked together during the strike to focus on serving the needs of our students. The Chair worked at the college one afternoon during the strike and witnessed Anne and her team and many others pitching in to do whatever was required to keep the college open, clean and focused on student service.

Further to the Executive Committee discussion in June, David Wilkes had agreed to take on the position of Member at Large within the Executive Committee. He has now agreed to take on the role as Chair of the Academic and Student Affairs Committee. Lynn Nagle had originally taken on this role along with the Vice Chair position. Lynn will continue to act as Vice Chair of the Board. As such, the following motion was brought forward:

**MOTION**

**THAT the Board of Governors approve David Wilkes as a member of the Executive Committee and Chair of the Academic and Student Affairs Committee.**

Moved: C. Raissis

Seconded: L. Nagle

**CARRIED**

**MOTION**

**11-01-01**

James McPhedran has agreed to sit on the GBSP Board. The Chair thanked James for his willingness to step forward and serve on the board replacing retiring Board member Jan Rush.

The President's annual performance and compensation review was completed this summer. The Executive would like to thank the members for their input. Compensation this year has been set per guidelines from the provincial government.

During the summer, the Executive Committee approved going forward with a capital project for construction of a student residence. The Ministry of Training, Colleges and Universities has approved our proposal and it is now with the Minister of Finance under Section 28 of the Financial Administration Act.

Colleges Ontario 2011 Higher Education Summit will be taking place November 27-28 at the Sheraton Centre Toronto Hotel. The Board Secretary will be sending details out to the members.

**2.0 Consent Agenda**

Before bringing forward the approval for the consent agenda, the following correction to the Board minutes was noted: Under item 3.0, the last line in the first paragraph should read: "Strong financial results also contributed to the College's cash reserves to ensure funds are available for capital projects". The Board Secretary will ensure the correction is made to the final version.

**MOTION**

**THAT the Board of Governors approves the consent agenda for the October 12, 2011 meeting which includes the following items:**

- Approval of the Board of Governors' Minutes of June 8, 2011
- Approval of Annual Report 2010-2011
- Approval of Business Plan 2011-2012

Moved: M. Abji

Seconded: L. Cook

**CARRIED**

Abstained: Julie Bulmash

**MOTION**

**11-01-02**

**3.0 Financial Report**

E. Harrigan gave the financial update noting we are cautiously optimistic about meeting budget targets. Achieving our winter enrolment will be critical. Anne will give a review on the fall enrolment numbers in the President's Report. A full analysis of the year-to-date budget will be reviewed at the next Finance and Property Committee meeting.

**4.0 Strategic Planning 2020**

N. Hood presented an update on the work to date on the 2020 Strategic Plan. An overview was given on the vision, mission, values, strategic objectives and three key committees. Action plans for 2011-12 for each of the three committees was presented. It was noted the committees are looking at projects not only in their respective areas but those that will drive more than one strategic imperative. Underlying this work is the recognition of executing the core function of promoting student success. In addition to the committee work, other key projects linking to the strategic imperatives are underway. Communication is critical in maintaining alignment within the organization. Next steps include building the work into the 2012-13 business planning framework.

The Board would like to see recommendations on where the external members can assist in leveraging their contacts, utilizing their expertise and ensuring awareness of opportunities going forward.

**5.0 Post Election Analysis**

A. Sado advised although Ontario has the first minority government since 1985, we anticipate some stability for a while. Anne reviewed the various party platforms on new PSE spaces, tuition, apprenticeship, credit transfer, innovation, and government efficiency and accountability. The Premier will announce the new cabinet mid-late October with a return to session in November. College Day at Queen’s Park takes place on November 29 and is a good way to meet new members. The Committee of Presidents will have had their planning retreat in October to discuss strategic and advocacy priorities.

**6.0 Chancellor**

A. Sado reviewed discussions regarding creation of a chancellor position at Ontario Colleges.

**MOTION**

**THAT the Board of Governors support the creation of the role of the George Brown College Chancellor who will be appointed by the Board upon the recommendation of the President for a three year renewable term.**

Moved: L. Nagle

Seconded: L. Cook

**CARRIED**

**MOTION**

**11-01-03**

**7.0 President’s Report**

The President’s Report is structured to align with the Balanced Scorecard and the college objectives for 2011-12. As such, A. Sado brought forward the following items for information and discussion:

**Financial Viability**

- **Enrolment** - Targets were met for Fall 2011. New enrolment was strong and offset the weakness in returning students. International enrolment was also strong. Winter enrollment will require careful management. Day 10 reporting for the college system has been delayed due to the strike. Of those who have reported, enrolments look relatively flat year-over-year with perhaps a slight increase.
- **New Grants to Support Work** – New new grants received during the summer to support our work as follows:
  - \$200K from the Broader Public Sector Investment Fund: This fund is a partnership between the Greenbelt Fund and the Ministry of Agriculture. CHCA has committed to increase the amount of Ontario food used in their teaching facility and create a food processing and preserving operation to educate budding chefs on how to serve Ontario fruits and vegetables year-round. We received the largest grant available. Congratulations to the CHCA team for successfully pursuing this opportunity.
  - Business in the Street (BITS): Through Mark Simpson and the SIFE team, we have received approval for funding from the State Street Fund, \$10K from the Zuckerman Family Foundation and \$35K from the Ministry of Citizenship and Immigration. The SIFE students also raised \$3,500 to support their efforts. Through this project, students work in Priority Neighborhoods, help identify needs and help grass roots organizations build business enterprises. Congratulations to Mark Simpson and his team for making these opportunities happen.
- **GBC Foundation** - James McPhedran just informed us that Scotiabank has approved a \$1M donation to GBC as part of our capital campaign. Anne thanked James for his support. This approval was based on months of work supported by the

Foundation and this substantially exceeds what we would have expected. We will work with Scotia regarding an announcement and acknowledgement of their contribution.

#### Staff Success

- **President's Breakfast** - The 8<sup>th</sup> Annual President's Breakfast was held on August 29 and about 900 staff were in attendance. Thanks to external Board member Laurie Cook for attending. Mary Lawson of the Foundation board also attended as did several members of the Student Association. Students of the Special Events Planning program in CHCA "planned, coordinated and staged" the event. Carol Off, Canadian TV and radio journalist, was our host MC. In an interview format, Ms. Off interviewed Marilou Martin, Tom Tomassi, and students and partners on the subjects of Field Placement, Partnerships and Innovation in Learning Delivery. Anne focused her speech on Strategy 2020.
- **Retirements** - Since our last Board meeting, both Michael Cooke and Marjorie McColm have retired. Anne acknowledged their significant contribution to the college and especially to our Academic quality. Michael will continue to work with us until the end of this year. As per the announcement shared with the Board, Anne is grateful to Georgia Quartaro, Brenda Pipitone and Lorraine Trotter for each taking on additional responsibilities on an acting basis. Nancy Hood and Anne are evaluating our organizational structure in consideration of Strategy 2020 and ensuring we have a structure in place to support effective delivery of our future goals.

#### Student Success

- **3<sup>rd</sup> Annual Leadership Academy** - Student Affairs held their 3<sup>rd</sup> Annual Student Leadership Academy in August at the YMCA camp in Bolton. About 100 students participated in a two day intensive retreat focusing on developing skills such as personal confidence, communication, leadership, team work and public speaking. These students are the "faces" of GBC during the academic year acting as orientation leaders, ambassadors, and event volunteers. Many are also employed on campus during the year. Congratulations to Stephanie Pickett and her team for organizing and running the academy.
- **Student Orientation** - Student Affairs and the Academic Divisions held their student orientations over three days in late August/early September. On August 30 we also held a Health Sciences Student event at the Waterfront campus. The event took place at Sherbourne Common, east of the new campus, where a large banner was revealed reading "Building the Future of Health Sciences for you". The event was intended to serve as a 1-year countdown to build anticipation for the opening of the campus and to generate media interest as we approach completion.
- **Innovation Networking Breakfasts** - In late June 2011, the GBC Research team hosted three industry networking breakfast events at the Chefs' House. Attendees learned about our applied research and business innovation in three core areas - sustainable building technologies, culinary arts, and food product development and health technologies. Students involved in applied research projects presented their work. Faculty spoke about their role and industry partners spoke about their experiences working with us. Congratulations to Robert Luke and his team for organizing these sessions.
- **Health Sciences** - George Brown received accreditation from the Canadian Association of Schools of Nursing for our RPN to BScN Bridge program with Trent University. There are several levels of accreditation due to the number of pathways involved, with no recommendations for our portion. Congratulations to the Health Sciences/Nursing teams for their work on this program. Also in Health Sciences, we have been expending significant effort to implement curriculum changes and process improvements in the PN program. In the last set of CPNRE license exams, our students achieved a 92% passing rate this year on their first attempt at the exam. Congratulations to Deana Lunn and her team for this accomplishment.

- **Student Feedback Questionnaires** - Student Feedback Questionnaires have moved to an on line format. The eSFQ will offer greater efficiency and ease of analysis, and will assist us in moving to a greener workplace environment. Features include automatic delivery to students' GBC and personal email addresses, access from smart phones and ability to review results and reports immediately.
- **Cafeterias** - Both St. James and Casa Loma cafeterias renovations were completed this summer. Their makeovers included consideration of function and appearance moving from traditional functional eating spaces to more contemporary, open and flexible lounges designed to give students a great environment for socializing, eating and group study. There is now a variety of open and flexible seating options, power outlets for laptops, new wi-fi enabled spaces and more food options served from updated "food stations.

**Other**

- **Greening the College** - The College is currently in the process of investing in energy reduction initiatives at 290/300 Adelaide. Funds were set aside as part of our deferred maintenance commitments for 2011-12. We have now received an interest free loan for the balance required from the City of Toronto's sustainable Energy Fund. The loan portion is estimated to be paid back in less than four years with an overall payback of about six years. A media event to highlight this investment is being planned.
- **International Activities** – The College recently hosted a group of senior administrators from China who are participating in a Vocational Leaders training program. We hosted one of four delegations in Canada. Feedback from the group who spent time at GBC was very positive. The College also hosted a group from the Shanghai Institute of Tourism with whom we expect to sign a partnership agreement in the future. Shanghai Institute of Tourism (SIT) is widely regarded as one of the best hospitality institutions in China offering a wide range of hospitality specialized diploma programs. The college has been identifying and exploring Canadian partnership prospects for several years and through our recent promotional efforts, GBC has become their top of mind for Canada. Anne will be travelling to Brazil at the end of October to sign the partnership agreement with Senac – a highly regarded post secondary institution. The initial opportunities will focus on internships and study abroad for Senac students, faculty exchange and establishment of industry partnerships to enable student placements, applied research and sharing of industry trends from both markets.
- **Multi-year Accountability Agreement (MYAA)** - Normally the Board would be asked to review and approve our MYAA submission to MTCU at this time. The deadline for filing this report has been extended to the end of October due to the strike. We will submit a draft pending approval of the Board at the December meeting. Based on the information we've gathered to date, there don't seem any significant issues emerging. We are analyzing any trend changes from year-to-year and a more complete report will be presented at the next meeting.
- **Fed-Dev Opportunity** – Anne updated the Board on an infrastructure funding opportunity for Casa Loma and our Green Building initiatives through Fed-Dev. If this opportunity moves forward, a detailed business case and implementation plan would be brought forward to the Board for approval.
- **Colleges Ontario Advertising Campaign** – Colleges Ontario is undertaking a new campaign for the colleges focused on applied learning and links to jobs. The outcome is to strengthen the colleges brand in the system.

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