

**ST. CLAIR COLLEGE OF APPLIED ARTS & TECHNOLOGY**

**MINUTES**

**of the**

**353<sup>rd</sup> FULL BOARD MEETING OF THE BOARD OF GOVERNORS**

**HELD ON MAY 27, 2003**

In the Board Room, South Campus, 2000 Talbot Rd. West, Windsor, Ontario at 7:00 p.m.

**PRESENT:**

Ms. K. Bevan  
Mr. L. Browning  
Mr. B. Cutler  
Ms. D. Livneh  
Mr. R. Marentette  
Ms. L. McGeachy Schultz, **Chair**  
Mr. R. McMaster  
Ms. C. Pare  
Mr. R. Pollock  
Mr. M. Vourakes  
Ms. P. Williams  
Dr. J. Strasser, **President**

**Also Present:**

Mr. J. Chambers, Registrar  
Mr. D. France, General Manager, Student Representative  
Council & President, Alumni Association  
Ms. P. France, CIO & Corporate Secretary  
Ms. S. Garant, Secretary, Board of Governors  
Mr. P. Hallahan, Retirees Observer  
Mr. L. Iversen, Faculty Observer  
Ms. L. Logan, Vice-President Finance & Corporate Services  
Mr. F. Sorrell, Executive Director, St. Clair Foundation

**ABSENT:**

Ms. M. Bearfoot-Jones  
Mr. R. Feldmann

With a quorum of the Board of Governors being present and the notice of meeting and the agenda having been duly sent to all Board members, the meeting was declared regularly constituted. A copy of the Notice of Meeting/Agenda is attached as **Appendix 'A'**.

Ms. Lynn McGeachy Schultz chaired the meeting and Ms. S. Garant was Recording Secretary.

1.0 **Adoption of Agenda and Declaration of Conflict of Interest**

There were no declarations of conflict of interest.

At this time Dr. Strasser asked that the Board By-Law, Item 5.3 be deferred to allow time for further review.

It was then

**RESOLVED THAT** the agenda  
be adopted as amended.

2.0 **Approval of the Minutes of the April 22, 2003 Full Board Meeting**

The Chair asked if there were any omissions or corrections to be made. It was then

**RESOLVED THAT** the Minutes of the  
April 22, 2003 Full Board Meeting be  
adopted as circulated.

3.0 **Updates**

The Chair announced that the Board had accepted, with regret, the resignation of Board member, Mary Rose Bearfoot-Jones.

Ms. McGeachy Schultz took this opportunity to thank Mary Rose for her contributions to the St. Clair College Board of Governors, during her tenure and wished her well in all her future endeavors.

In addition, the Chair thanked Mr. Tom Bateman for providing the Board with a tour earlier this evening, of the new FCEM facility. Ms. McGeachy Schultz announced that the Board of Governors would hold its October Board meeting in the FCEM Board room.

4.0 **Constituent Reports**

There were no constituent reports delivered at this time.

## 5.0 Education Items & Approval Items

### 5.1 2003 – 2004 Budget

In response to various questions from the Board, College Administration provided two reports pertaining to tuition increases.

Dr. Strasser reviewed the reports, pointing out the potential implications of a reduction in tuition revenue for 2003/2004. The system-wide Tuition Comparison for medium sized colleges was distributed for information.

A copy of those reports are attached as Item 5.1.

**RESOLVED THAT** the Board accepts the distributed reports for information.

### 5.2 Board Elections

For this item, Mr. R. Pollock acted as Chair. To date, it was announced, that based on Nominations received since the last meeting, three nominations were received to reinstate Ms. McGeachy Schultz as Chair and Mr. R. Feldmann as Vice-Chair, had been received.

At this time nominations were elicited from the floor. No additional nominations were brought forward.

Hearing no new nominations for positions of Chair or Vice-Chair, the Acting Chair, Mr. Pollock, indicated that both Ms. McGeachy Schultz and Mr. Feldmann had indicated their interest in standing, if nominated, for their respective positions, and noted that the two individuals be declared as the Chair and Vice-Chair of the St. Clair College Board of Governors respectively, for the 2003/2004 year. (September 1, 2003 – August 31, 2004)

**RESOLVED THAT** Ms. Lynn McGeachy Schultz be declared Chair of the Board of Governors for the 2003 –2004 year.

And also;

**RESOLVED THAT** Mr. Robert Feldmann be declared Vice-Chair of the St. Clair College Board of Governors for the 2003 – 2004 year.

Following congratulations from the Board on her election, Ms. McGeachy Schultz, resumed her position as Chair. Ms. McGeachy Schultz thanked the Board on behalf of Mr. Feldmann and herself for their continued support.

5.3 Board By-Laws

As decided at the beginning of the meeting, this item was deferred to the June 24, 2003 In-Camera Meeting, to allow time for additional review by the By-Law Committee.

5.4 Conferring of Diplomas and Certificates for the June 2003 Convocation

The following motion was presented by member Penny Williams, for the conferring of the June 2003 Diplomas and Certificates at the June 2003 Convocation.

It was then

**RESOLVED THAT** the Board of Governors hereby authorizes the awarding of the appropriate diploma or certificate to the eligible students as designated by the Registrar and recommended by the faculty, to be presented at the First, Second, Third and Fourth Sessions of the Thirty-Sixth Annual Convocation of St. Clair College of Applied Arts and Technology.

5.5 Cost of Governance – Board Policy

The Chair noted that the Cost of Governance policy was attached to the Board agenda for review and was being presented tonight for its final reading.

**RESOLVED THAT** the Board Policy, Cost of Governance, be approved as circulated.

6.0 Date of Next Meeting

The next meeting of the Full Board is scheduled to take place on June 24, 2003, in Chatham.