

**THE UNIVERSITY OF ONTARIO INSTITUTE OF TECHNOLOGY  
MINUTES OF THE 14th REGULAR MEETING OF THE BOARD OF GOVERNORS**

**DATE:** December 10, 2003 **PLACE:** Community Room  
**TIME:** 5:14 p.m. **Oshawa Campus**

**IN ATTENDANCE:**

**GOVERNORS:** Garry Cubitt, Chair  
Peter Bagnall  
Joanne Burghardt  
Joanna Campbell  
Christa Colyer  
Denise Jones  
Manon Lemonde  
Gail MacKenzie  
Mark Moorcroft  
Phillip (Rocky) Simmons  
Lorraine Sunstrum-Mann  
Beth Wilson  
Doug Wilson

**PARTICIPANTS:** Karen Hodgins  
JoAnne Horruzey  
Deborah Kinkaid  
Karen Tull  
Gerry Warman

**PRESIDENT:** Gary Polonsky

**SECRETARY:** Cathy Pitcher

**RECORDING  
SECRETARY:** Claire Boddaert

**SENIOR STAFF:** Ralph Aprile  
Bev Balenko  
Michael Finlayson  
Margaret Greenley  
Richard Levin  
Ann Mars  
Judy Moreton  
Gerry Pinkney  
Don Sinclair  
Terry Slobodian  
John Woodward

**REGRETS:**

**GOVERNORS:** Pierre Hinse  
Mike Shields

**PARTICIPANTS:** Paul McErlean  
Patrick McNeil

## **CALL TO ORDER**

The Chair called the meeting to order at 5:14 p.m.

## **REGRETS**

The Chair noted regrets from Governors Pierre Hinse, Mike Shields, participant Paul McErlean and acknowledged that participant Patrick McNeil will be arriving later.

## **INTRODUCTION OF GUESTS**

The Chair acknowledged Jackie Lawrence, second year Journalism student; Terry Caputo, Director of Finance, DC; and Craig Loverock, Director of Finance, UOIT.

## **ADDITIONS/DELETIONS TO THE AGENDA**

None was noted.

## **CONFLICT OF INTEREST DECLARATIONS**

None was noted

## **APPROVAL OF THE MINUTES**

There being no errors or omissions in the minutes of the Regular Board meeting of November 12, 2003, the Chair declared the minutes accepted as presented.

## **DECISION ITEMS**

### **Policies on Intellectual Property**

Michael Finlayson remarked that at the November meeting there were two concerns noted with the subject policies which had been addressed. The reference to the discipline in section 1.4, now read as “traditions of the discipline”. Also, the terms net revenue versus gross revenue in sections 6.2 and 6.3, have been revised to permit a revenue sharing arrangement that may be calculated on the basis of either gross or net revenues.

Moved by Doug Wilson

Seconded by Beth Wilson

MOTION #77 “That the Board of Governors of the University of Ontario Institute of Technology approve the Policies on Intellectual Property, as presented.”

CARRIED

### **Report of the Nominating Committee**

Gail MacKenzie reported that we have submitted to the LGIC, the original three nominees, Beth Wilson, Peter Bagnall and Doug Wilson, plus additional nominees Patrick McNeil and Paul McErlean. The length of the individual terms have also been revised with the agreement of the nominees.

It was also recommended that Doug Wilson be appointed to the Audit and Finance Committee and that Peter Bagnall be appointed to the Senior Compensation Committee to fill a vacancy.

Moved by Joanne Burghardt

Seconded by Denise Jones

MOTION #78 "That the Board of Governors of the University of Ontario Institute of Technology approve the appointment of Peter Bagnall to the Senior Compensation Committee and Doug Wilson to the Audit and Finance Committee."

CARRIED

Doug Wilson and Peter Bagnall abstained from the vote.

**Affirm Decision Item(s) from the Joint Boards of Governors' Meeting**

**Audit and Finance Committee Approvals for 2003**

Moved by Denise Jones

Seconded by Mark Moorcroft

MOTION #79 "That the Board of Governors of the University of Ontario Institute of Technology hereby approve all the decisions and acts made, undertaken, and executed by the Audit & Finance Committee of the Board during 2003."

CARRIED

**ACKNOWLEDGEMENTS AND REPORTS**

None was noted.

**CONSENT CALENDER**

No comments were noted.

**INTERIM FINANCIAL REPORT**

Craig Loverock reported on the statement for the eight months ended November 30, 2003. Craig advised there is a zero net surplus due to the transitional funding period. Craig advised that tuition and student fees are tracking ahead of plan. Salaries, benefits and operating expenditures are slightly below expectations. The statement overall is positive.

**COMMUNITY INFORMATION – COMMENTS AND QUESTIONS**

No comments or questions noted.

**REPORT OF THE PRESIDENT**

**Increasing UOIT's Awareness across the GTA**

Gary Polonsky noted that marketing research had confirmed that the University is still somewhat of an unknown commodity in the GTA. Richard Levin explained that the University would like to reach the parents and, with the assistance of Joan Green, the University is organizing three parent nights (Mississauga, Toronto and Newmarket) to increase its exposure. These special nights will feature a discussion lead by the President on the special opportunities that Ontario's first laptop university offers, a presentation on what parents and students can expect, and provide an opportunity to meet UOIT faculty, current students and parents.

Gary advised that there are other means of marketing such as placing large ads in the major newspapers but this is expensive. He added that the University has engaged some radio ads, and is considering advertising in the ethnic and community papers to capture interest from this audience.

Garry Cubitt mentioned that he had seen that the University is sponsoring closed captioning on a local channel and thought this was very effective.

**COU Tuition Freeze Offset Payments for 2004-05 and 2005-06**

Gary noted that the paper has been presented and the universities are generally in favor, assuming a revenue offset by the Government.

**REPORT OF THE CHAIR**

None was noted.

**TERMINATION OF MEETING**

Jackie Lawrence, second year student reporting for the Chronicle left the meeting.

There being no further business the meeting was terminated at 5:33 p.m.

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Garry Cubitt, Chair

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Gary Polonsky, President

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Cathy Pitcher, Secretary