



## **CALL TO ORDER**

The Chair called the meeting to order at 6:01 p.m.

The Chair acknowledged that this was a milestone meeting with both a University and College President present.

## **INTRODUCTION OF GUESTS**

Donna McFarlane introduced Crystal Crimi, Education Reporter, Metroland Durham Region Media Group; Don Murdock, Co-ordinator, Pre-Service Firefighter Education and Training Program; and Paul Bishop, Registrar, DC.

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

The Chair noted the addition of item 14.2, an announcement.

## **CONFLICT OF INTEREST DECLARATIONS**

None was noted

## **PRESENTATIONS**

There were no presentations.

## **APPROVAL OF PREVIOUS MINUTES**

The minutes of the 35<sup>th</sup> Regular Board Meeting of March 8, 2006 were accepted, as presented

## **ACTION ARISING FROM PREVIOUS MINUTES**

Gerry Pinkney conferred with legal counsel regarding the terminology regarding the use of technology and no changes will be made to the IT Acceptable Use Policy.

Don Murdock left the meeting at this time.

## **DECISION ITEMS**

### **UOIT Tuition and Ancillary Fees for 2006-2007**

Paul McErlean reported that the government has allowed universities to raise tuition on average five percent. UOIT will increase its tuition and this will allow us to increase the quality of education for our students. He noted there will be a reduction in the mobile fee that will help counteract this increase.

Joanne Burghardt asked why universities want to increase tuition as much as possible? Paul replied that based on his discussions with other institutions the main goal, like ours, is quality of education. In our case it will be used in part to hire additional faculty. The current system faculty-to-student average is twenty-six to one, whereas ours is at forty-three to one.

Pat McNeil asked how the fees compare with other schools providing same courses? Paul replied that there will still remain a gap in fees because we are not raising our ancillary fees.

Manon Lemonde asked whether the student government accepted the increase? Paul replied that he explained our educational guarantee to them. All students have access to education through work, loans, bursaries or scholarships. He said that the decision to increase tuition was not taken lightly.

Lorraine noted that there was a student request to discuss the issue of fees with the Board. There is no policy on students coming before the Board but the recommendation was made to the student that he meet with key people outside this venue to discuss the situation. If a solution could not be found then, the issue would be discussed further.

Rocky Simmons asked whether the goal of UOIT is to maintain lower tuition fees than our competitors? Paul replied that the gap between institutions will actually decrease as we progress, because of our focus on science, technology and engineering.

Moved by Garry Cubitt

Seconded by Manon Lemonde

**MOTION #236** "That the Board of Governors of the University of Ontario Institute of Technology approve the Tuition and Ancillary Fees for 2006 – 2007, as presented."

CARRIED

Denise Jones joined the meeting at this time.

### **Report of the Audit & Finance Committee**

Denise Jones reported that the Committee met with Paul and the rest of the Finance team and are recommending the approval of the budget.

### **Approval of the UOIT 2006-2007 Budget**

Paul McErlean introduced the budget discussion by reviewing success to date and advising that infrastructure and processes will be introduced to support two Presidents.

Craig Loverock said that as a result of changes in the Finance department, he would be focusing on strategy and planning, and Terry will be focusing on financial operations and reporting.

Craig said there would be a shift from individual business to institutional business to ensure optimal resources and equity of service to students, faculty and staff. As a result, there are three revenue centres and three cost centres: DC academic, UOIT academic and Campus Services. This will allow for the two institutions to be reported upon separately.

UOIT is forecasting a small surplus. The expenses are expected to rise 34% to account for the previous years when the budget had to be tighter. The extra will be used to invest in the classrooms. Campus Services expenses are expected to be about \$86M. This demonstrates that there could be an area to increase efficiencies and reduce expenses. The new structure also requires new methodology to split costs associated with each institution.

Lorraine asked what impact there will be on pensions over the next few years? Terry Caputo said that he was not aware of any impact. Gary advised that a number of universities are concerned about their pensions but UOIT is not among them because we have a defined contribution plan rather than a defined benefit plan.

Enrolment is forecast at about 3,800 FTEs. Our summer enrolment remains strong and we have just received approval to offer the Primary/Junior Program in Education. Those two programs will allow us to achieve this target without difficulty. The budget accounts for thirty-five faculty appointments which are necessary to increase the quality of education. Tuition fees have been increased at about 4.5%. There is still the possibility of the government allowing us to have full BIU funding as we are now the only institution with unfunded BIUs.

Lorraine asked Ralph to inform the Board about the plans for classroom space. Ralph reported that all but one portable will be leased. The portables will be available in September and will contain an assortment of spaces from 30-75 seat classrooms joined together as a small, self-sufficient unit. The portables will be

leased over a four year period, with an option to opt out after three years. This provides optimal flexibility to take us through the next two to three years. Lorraine asked if they are fully accessible? Ralph replied that there will be door openers, ramps and fully accessible washrooms. Craig noted that the largest portable that was purchased could potentially increase in value and become a good investment.

Pierre asked if space will be allocated differently when scheduling classes? Craig replied that there would be no change. Richard Marceau noted that we are currently, according to COU standards, at 200% of normal classroom usage. This measure of doubling classrooms will be temporary until we are able to build buildings A4 and A5.

Terry Wu asked what was the total cost of the nineteen portables? Craig replied that the lease annually is about \$0.5M. Terry asked how much they would be to purchase? Paul replied that it would cost about \$2.5M to purchase and retrofit them. We do not have funds to purchase the portables and we would have to get Section 28 approval from the Ministry. This will minimize the impact on both the DC and UOIT operating budgets.

Lorraine asked why the decision was made to utilize portables versus renting space in community? Gary replied that portables would be best for students. This way they would not have to travel off-campus to attend classes.

The enrolment data is the key revenue driver. For the third year in a row, UOIT has led the province in first year applications and our first choice applicants are number one as well.

The operating budget is about \$46M academic, with \$15M to Campus Services, with the remaining \$31M for academic expenses. This provides a reasonable split of funding to the classroom and to Campus Services. The additional 15% BIU would go directly into the classroom.

Craig noted the following risks which are estimated at about \$3.5M: the ability to meet the enrolment target and the ability to obtain full BIU funding for operations. The following actions would be implemented to negate this risk if necessary: request additional transition funding from MTCU; there is also anticipated savings of three-months salaries which were budgeted for a twelve month period, when most will not begin until July 1; or claw back money not yet spent. There are also unspent funds from the last fiscal year which could be clawed back.

Peter Bagnall asked whether all the money from DCEN will be used to pay the debenture? Lorraine replied that there would be a portion allocated for rent and interest and the remaining would go against the debenture. Paul added that the rent and interest is built into the budget and accounts for \$2.5M. There is an additional \$5.5M which is made up of DCEN's obligation to provide \$3.5M for the debenture and a \$2M donation to the fundraising campaign. Peter asked how this is reflected in the University budget? Paul replied that it isn't because the College backed the debenture.

Paul said he felt it is a good budget that satisfies the needs of the academics as well as Campus Services. Campus Services can now replenish staff to better meet its objectives. There is still a focus on advocacy with Queen's Park as well as refining the methodology to ensure property accounting for each organization.

Moved by Garry Cubitt

Seconded by Allan Furlong

**MOTION  
#237**

“That the Board of Governors of the University of Ontario Institute of Technology approve the 2006-2007 Budget, as prepared by Administration and indicating revenues of \$59,520,026, expenditures of \$59,180,506, and a surplus of \$339,520. This budget has a contingency plan to reduce the approved budget should a June 30 re-assessment prove to require such an adjustment.”

CARRIED

**Student Governor Election Results for the 2006-2007 Term**

Moved by Peter Bagnall                      Seconded by Terry Wu

**MOTION #238**                      “That the Board of Governors of the University of Ontario Institute of Technology endorse the appointment of Fraser McArthur to the Board as the full-time Student representative for a one year term effective September 1, 2006 in accordance with the election results of March 9, 2006, and that the ballots for the election be destroyed.”

CARRIED

**Faculty Representative Governor Election Results**

Moved by Peter Dixon                      Seconded by Joanne Burghardt

**MOTION #239**                      “That the Board of Governors of the University of Ontario Institute of Technology endorse the appointment of Peter Berg as the full-time Teaching Staff (Faculty) representative to the Board for a three-year term effective September 1, 2006 in accordance with the election results of April 11, 2006, and that the ballots for the election be destroyed.”

CARRIED

**Non-Academic Staff Representative Governor Acclamation**

Moved by Denise Jones                      Seconded by Manon Lemonde

**MOTION #240**                      “That the Board of Governors of the University of Ontario Institute of Technology endorse Kimberley McCartney’s appointment to the Board of Governors as the acclaimed Non-Academic Staff Representative for a three year term beginning September 1, 2006.”

CARRIED

**Action:** Cathy Pitcher to send on behalf of the Board a letter of welcome to the incoming Student, Non-Academic Staff and Faculty Governors.

**Personal Use of University Resources Policy**

Richard Marceau reported that this is the first of a number of small policies that will be coming to the Board as the University works towards creating policies where a policy is required but does not yet exist.

Moved by Peter Bagnall                      Seconded by Rocky Simmons

**MOTION #241**                      “That the Board of Governors of the University of Ontario Institute of Technology approve the Personal Use of University Resources Policy, as presented.”

CARRIED

**ACKNOWLEDGEMENTS AND REPORTS**

None was noted

**CONSENT CALENDAR**

The Academic Council Minutes were accepted, as circulated.

## **INTERIM FINANCIAL REPORT**

Terry Caputo reported that there will be a new financial reporting process with a change from a focus on numbers to a focus on insight and performance. There will be key reporting at various stages of the fiscal year. He will report on financial strategy in April and January; financial operations in May and February; productivity, results of internal audits, and financial performance will be reported quarterly in June, September, November and March. The information will now be provided to the Board in advance of the meeting.

There will also be a monthly financial scorecard that will track revenues, expenses, resources and cash metrics. Terry showed an example of the current scorecard and explained how the symbols would be used to provide information on the College, the University, Campus Services, as well as DCEN.

Karen Hodgins said it will be beneficial to have the financial statements included in the Board package to review prior to the meeting.

Terry Caputo noted that all statements will be consistent throughout the year.

## **DISCUSSION ITEMS**

There were no discussion items noted.

## **REPORT OF THE PRESIDENT**

### **DC/UOIT Construction Update**

Ralph Aprile reported that due to the good weather the construction of the Athletic Centre has advanced. The footings are in and the structure is beginning to take shape.

The Engineering Building is also moving at a good pace. He is 100% confident the building will be ready for equipment installation in July.

There will be a number of changes to the campus over the summer. There will be renovations to existing space, as well as the addition of portables for classroom space. The portables are being designed and constructed in a plant and will arrive on site throughout June. The occupancy of the portables is planned for August.

### **Ministry Approval of UOIT Programs**

Richard Marceau reported that we have received Ministry approval to offer a BSc in Applied and Industrial Mathematics and to offer Computing Science as a first teachable for Education students.

### **Ministry Intent to Grant Approval of UOIT Programs**

Richard Marceau reported that we have received documentation from the Ministry of its intent to grant approval to offer Honorary degrees of Doctor of Laws and Doctor of Science.

## **REPORT OF THE CHAIR**

### **Upcoming Events**

The Chair reviewed the upcoming events: the Nominating Committee Meeting date has been changed and a new meeting date will be confirmed; Gary Polonsky's On-Campus Farewell to be held May 17; the ACCC Conference to be held May 28-30; Gary Polonsky's Community Farewell to be held June 5; and the UOIT Convocation to be held June 2.

**COMMUNITY INFORMATION – COMMENTS AND QUESTIONS**

Lorraine informed the Board that the Women’s Multicultural Resource & Counselling Centre of Durham will be holding a dinner in memory of Inez Pinder on Saturday, May 6, 2006 at Carruther’s Creek Golf and Country Club.

**TERMINATION OF MEETING**

There being no further business, the Chair terminated the meeting at 8:06 p.m.

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Lorraine Sunstrum-Mann, Chair

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Gary Polonsky, President

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Cathy Pitcher, Secretary