

**UNIVERSITY OF ONTARIO INSTITUTE OF TECHNOLOGY
MINUTES OF THE 53RD REGULAR MEETING (PUBLIC SESSION) OF THE
BOARD OF GOVERNORS**

Date: September 11, 2008
Time: 6:00 p.m.

Place: Community Room
Oshawa Campus

IN ATTENDANCE:

GOVERNORS: Peter Dixon, Chair
Peter Berg
Eric Dillane
Aileen Fletcher
Pansy Goodman
Peter McLaughlin
Bill Robinson
Greg Rohrauer
Larry Seeley
Ann Stapleford-McGuire
Gerry Warman
Peter Williams
Franklin Wu
Kimberley Young

PRESIDENT: Ron Bordessa

RECORDING SECRETARY: Erin Mitchell

SENIOR STAFF: Ralph Aprile
Tom Austin
David Chambers
Margaret Greenley
Richard Levin
Donna MacFarlane
Richard Marceau
Ann Mars
Matt Milovick
Gerry Pinkney

REGRETS:

GOVERNORS: Michael Angemeer
Dave Broadbent
Allan Furlong
Michael Martin
Doug McKay

CALL TO ORDER

The Chair called the meeting to order at 6:02 p.m.

INTRODUCTION OF GUESTS

Peter Dixon introduced the new members of the Board and noted that this is the first meeting of the new format of the UOIT Board meeting without the DC Board.

President Ron Bordessa gave appreciation to Richard Levin, at this, his last meeting with us, as he will be joining McMaster University, and introduced Tom Austin, the new Vice-President Finance and CFO.

The Chair also introduced guests from KPMG: Dugald McArthur, Bobbi-Jean White, and Shelley Ann Lee, as well as Jim Greenlaw and Olivia Petrie.

ADDITIONS/DELETIONS TO THE AGENDA

There were no additions or deletions to the agenda.

CONFLICT OF INTEREST DECLARATIONS

None were noted.

PRESENTATIONS

KPMG Presentation – Business Process Analysis of Finance Functions at Durham College and UOIT

The representatives from KPMG reported on the findings of their analysis, which was requested of them by both UOIT and DC, to focus on the integrated finance functions. Dugald McArthur reported that, over his 20 years of experience with colleges and universities, the status of UOIT's and DC's financial processes stands out as being quite challenging. He listed some of the problems, including: lack of common procedures between the two institutions; key processes are not automated; some processes are very complicated; processing and control issues; cash management; accounts are not reconciled (currently reconciled to March 31, 2008); inter-institutional transactions are not balanced; and one of the key problems being that Banner is not set up to run two institutions. All of these result in no timely or reliable data by which to run the organization. Once the management letter is finalized, it will provide the Board with a greater level of detail.

McArthur outlined how KPMG could be engaged to help guide UOIT through a stabilization period, at the end of which key controls and processes would be in place and the accounts would be up to date. He recommended that a close examination of the combination of people, processes, and technology is required in order to identify the gap between the "as is" state and the "as need be" state. The costing for this project will depend on the number of interviews, processes and workshops that are required. It is expected that major improvements would be seen within a year's time.

Peter Berg wondered whether the lack of formal experience on the Audit and Finance committee contributed to this. D. McArthur responded that the management letter will address this.

KPMG left the meeting at this time and further discussion on this issue was postponed to the in-camera session.

Acknowledgement to Gerry Pinkney and I.T. Services

The President thanked Gerry and his team for the development of the Board of Governors' web portal, and noted that this is a great way for Governors to stay informed.

APPROVAL OF PREVIOUS MINUTES

Approval of the minutes of the 52nd Regular Board Meeting held June 11, 2008 was deferred until the next meeting.

ACTION ARISING FROM PREVIOUS MINUTES

None was noted.

PRESIDENT'S REPORT

September 2008

When asked about the enrolment target, Richard Levin confirmed that the overall entrance average of first year students has increased to 77%.

COMMITTEE REPORTS

CAMPUS MASTER PLAN STEERING COMMITTEE

Status Update

The Chair of the Campus Master Plan Steering Committee, Franklin Wu, reported that this committee was jointly formed by the previous UOIT and DC boards and confirmed that its main focus is the growth of both institutions.

Wu noted that the consultants from Sasaki Associates, from Boston, will be analyzing the data and will present their findings at the retreat in October. He further reported that the Steering Committee's priority is to guide the process and ensure the budget is maintained. It is expected that the full report will be published in about nine months.

RETREAT PLANNING COMMITTEE

Status Update

Peter Williams provided a brief, verbal report on the draft agenda which was previously circulated.

CONTINUING BUSINESS

Supplemental Report - \$10M Provincial Investment

The President reminded Board members that \$10M was received from the provincial government in the Fall of 2007 for an "academic expansion for the benefit of DC and UOIT students". \$7.1M was originally designated to the expansion of the ACE Building, and since that time, the presidents of DC and UOIT have agreed to increase that amount to \$8M, and that \$2M would go to DC for its own capital needs related to students.

MOTION #

Moved by: Bill Robinson

Seconded by: Pansy Goodman

"That the Board of Governors of the University of Ontario Institute of Technology endorse the recommendation from the President regarding the disbursement of the balance of funds (\$2.9M) remaining from the \$10M capital grant received by UOIT from the provincial government in the Fall 2007."

CARRIED

Faculty Association Update

Ron Bordessa provided a brief update regarding the Faculty Association, which has been given voluntary recognition. The Association has indicated its interest in beginning the collective bargaining process, which they will be ready to do by the end of October. The Executive Committee will be kept informed as the collective agreement is developed.

Almost all other universities in Ontario are unionized. Unlike colleges, this is a free standing union, not a system-wide union.

University Name

The President reported that the name of the university has been under consideration for some time, and a study is ongoing throughout the Fall. Once the Board is presented with a recommendation, and if that recommendation is a new name, the provincial legislature must give its approval as well. The President confirmed that the Ministry is aware that the name change is a pending item for UOIT and they have indicated their support in principle. The Coat of Arms will not need to be changed, as it does not name UOIT.

MOTION Moved by: Aileen Fletcher Seconded by: Gerry Warman
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“That the Board of Governors of the University of Ontario Institute of Technology endorse further work on the naming of the university and the presentation of a list of possible names, including the current one, to the Board for action at its December 2008 meeting.”

CARRIED

NEW BUSINESS

Appointment of Board Officers

MOTION Moved by: Bill Robinson Seconded by: Pansy Goodman
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“That the Board of Governors of the University of Ontario Institute of Technology appoint Tom Austin as Chief Financial Officer for the UOIT Board of Governors for the year 2008-09; and

That the Board of Governors of the University of Ontario Institute of Technology appoint Karen Spearing as the Board Secretary for the UOIT Board of Governors for the year 2008-09.”

CARRIED

UPCOMING EVENTS

The Chair reported on some upcoming events, including: the Annual Legacy Gala at Tosca Banquet Hall in Oshawa, on Friday, September 12, 2008; the Annual Boards’ Retreat (with Durham College Board of Governors) at the Delta Sherwood Resort in Port Carling, on October 24-26, 2008; and the Annual Holiday Dinner (with Durham College Board of Governors) at Deer Creek Golf Club in Ajax, on December 10, 2008.

MOVE TO IN-CAMERA SESSION

MOTION Moved by: Ann Stapleford-McGuire Seconded by: Greg Rohrauer
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“That the Public Session of the 53rd Regular Board Meeting be adjourned.”

CARRIED

TERMINATION OF MEETING

The meeting terminated at 7:35 p.m.

Peter Dixon, Chair

Ann Mars, Acting Board Secretary