



Minutes

Industrial Divisional Board Meeting

April 4, 2014 at 10:00 a.m.
Ontario College of Trades
655 Bay Street, Room 504
Toronto, ON, M5G 2K4

Board Members in Attendance

Tom Carvin, Chair*
Neil Doherty*
T. Carter Hodgins*
Tom Reid*
Zhaoxu (Lee) Tang*

Board Members not in Attendance

None

Staff in Attendance*

Loreen Barbour, Program Coordinator, Standards Department
Jason Bennett, Legal Counsel & Manager, Corporate Governance
Meg Feres, Supervisor, Board Operations
Shonna Petrook, Manager, Policy & Research
John Poirier, Manager, Standards*
Royden Trainor, Director of Policy & Programs
Leah Tussman, Program Coordinator, Standards Department*

* Attended by teleconference

1. Call to Order/Welcome

The Chair called the meeting to order at 10:00 a.m.

2. Approval of Agenda

IDB20140404-01 Moved by T. Reid, seconded by L. Tang, and CARRIED, that the Agenda for the April 4, 2014 Industrial Divisional Board meeting be approved.

3. Conflict of Interest

No conflicts were declared.

4. Approval of Minutes

It was noted that the word “Acting” should be deleted from “Acting Chair” in section 1.

IDB20140404-02 Moved by N. Doherty, seconded by C. Hodgins, and CARRIED, that the Minutes of the February 5, 2014 Industrial Divisional Board meeting be approved, as amended.

5. Governance Update

J. Bennett briefed the Board on new initiatives within the Corporate Governance department, including plans to post Trade Board and Divisional Board meeting minutes to the College’s website so as to be more open and transparent about decision-making processes at the College.

6. Vice-Chair Election

J. Bennett noted the requirement that the Divisional Board elect a Vice-Chair in section 7.3 of the College’s General By-law. A discussion followed concerning the nominees.

IDB20140404-03 Moved by L. Tang, seconded by T. Reid and CARRIED, that N. Doherty is hereby elected Vice-Chair of the Industrial Divisional Board effective April 4, 2014 to hold office for one (1) year.

7. Program Evaluation Process

The Board discussed its proposed involvement in the development of a Program Evaluation Process.

IDB20140404-04 Moved by C. Hodgins, seconded by T. Reid, and CARRIED, that whereas the Industrial Divisional Board seeks to provide guidance to College staff on the development of a Program Evaluation Process;

Be it resolved: That the Industrial Divisional Board requests that the Executive Committee recommends that the Board of Governors approves the development of a Program Evaluation Process for the College.

8. Adjournment

IDB20140404-05 Moved by N. Doherty, seconded by T. Reid, and CARRIED, that the meeting adjourn at 11:00 a.m.

Signed: “Tom Carvin”
Chair, Industrial Divisional Board