



Career Colleges Ontario

Annual Report 2015-2016

Small
Class
Sizes



Quality
Education

4

5

0

0

Programs
of
Study

Over 145
Years of
Experience



Student
Success



8:1
Student-
Instructor
Ratio

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Career Colleges Ontario
Board of Directors
2015 — 2016

Executive Committee

John Nelson, <i>Board Chair</i>	Canadian Business College
Adriana Costenaro, <i>Vice-Board Chair</i>	Bryan College of Applied Health & Business Sciences Inc.
Luisa Tanzi, <i>Treasurer</i>	Trebas Institute
Tim Heggie, <i>Executive Committee Member</i>	triOS College Business Technology Healthcare

Directors

Stephen Bartolini	KLC College: Healthcare, Business, Education
Chris Bissylas	Willis College of Business, Health and Technology
Rodney D’Souza	CDI College of Business, Technology and Healthcare
Joe Gagliardi	LaunchLife International
Frank Gerencser	triOS College Business Technology Healthcare
Greg Nichol	RCC Institute of Technology
Mark O’Shaughnessy	Institute of Technical Trades
JP Roszell	LaunchLife International
Adrian Sharma	Cestar College of Business, Health and Technology
Carmen Valero	Canadian College of Educators
Meenakshi Vyas	Academy of Learning

Note 1 - The following individuals resigned as Directors during the 2015 – 2016 Board year:

- Jodi Jaffray (resigned in September 2015)
- Jennifer Schuler (resigned in March 2016)

Note 2 – Following the resignation of Jodi Jaffray, Mr. Chris Bissylas was appointed to fill the vacant Director’s position created by that resignation.

Note 3 – The vacant Director position created by the resignation of Jennifer Schuler was not filled.

Career Colleges Ontario
List of Board Committees
2015 — 2016

Executive Committees

Board Executive Committee
Board Chair – John Nelson
Vice Board Chair – Adriana Costenaro
Treasurer – Luisa Tanzi
Director – Tim Heggie

Board Budget Committee
Chair – Luisa Tanzi
Don Thibert

Board Strategy Committee
Board Chair – John Nelson
Vice Board Chair – Adriana Costenaro
Treasurer – Luisa Tanzi
Director – Tim Heggie

Board NACC/CCO Committee
Co-Chairs – Frank Gerencser/JP Roszell/
John Nelson

Standing Committees

Legislative Committee
Government Relations
Chair - Adriana Costenaro
Carol Bruni/Stephen Bartolini/
Carmen Valero/Greg Nichol/
Frank Gerencser

Issue Leads
PCC Act Modernization –Adriana Costenaro/ John
Nelson/ Tim Heggie/ JP Roszell

Issues Briefing Book – Carol Bruni/Terry Miosi/
Jennifer Schuler

TCAF – Stephen Bartolini/Carol Bruni/Frank
Gerencser

QQF – Carmen Valero/Mark O’Shaughnessy/Joe
Gagliardi/Giancarlo Ongaro

KPI – Don Thibert/Greg Nichol/Carol Stanford

ISP – Frank Gerencser/Carmen Valero/Adrian Sharma

OSAP – Greg Nichol/Don Thibert

Sexual Violence and Harassment – Adriana
Costenaro/Jeffrey Nicholson

Queen’s Park Day – Adriana Costenaro/Muraly
Srinarayanathas

Third Party Funding – Frank Gerencser/Adrian
Sharma/Rodney D’Souza

Public Affairs
Chair - JP Roszell
Meenakshi Vyas/Rodney D’Souza

Membership Committee
Chair – Tim Heggie
Joe Gagliardi/Jodi Jaffray/
Mark O’Shaughnessy/Cheryl Russell-Julien/
Adrian Sharma

Professional Development
Co-Chairs - Luisa Tanzi/Adriana Costenaro

Ad Hoc Committees

Nomination Committee
Co - Chairs - Frank Gerencser/Adrian Sharma
Carol Bruni/Cheryl Russell-Julien

**Career Colleges Ontario
Annual General Meeting Agenda
June 15, 2016
4:00pm - 6:00pm**

**Minutes of the CCO June 25, 2015 Annual General Meeting
Held in the Grand Hall “B” at the
Fallsview Casino Hotel in Niagara Falls, Ontario**

4:00	Call to Order a) Confirmation of quorum b) Approval of agenda i) Motion required: to approve the agenda c) Self-introduction of attendees d) Adoption of minutes i) Motion required: to adopt the minutes of the 2015 AGM
4:20	Election of Directors a) Presentation by Candidates (1 minute each) b) Additional Nominations c) Voting (if necessary)
4:40	Board Chair Remarks CEO Remarks
5:00	NACC Report
5:15	Financial report a) Audited Financial Statements for 2015 – 2016 i) Motion required to approve b) Proposed Budget for 2016 – 2017 i) Motion required to approve c) Appointment of Auditor for 2016 - 2017 i) Motion required to approve
5:40	Election Results a) Announcement of the new CCO Board of Directors b) Motion to destroy the ballots (if necessary) Ratification of Actions of the 2015 - 2016 Board of Directors i) Motion required Adjournment i) Motion required to adjourn the 2016 AGM

Voting Members

Helene	Adams	Elegance School
Rima	Aristocrat	Willis College-Business, Healthcare, Technology
Stephen	Bartolini	KLC College: Healthcare, Business, Education
Alisa	Beach	Canadian Beauty College Inc.
Mary Grace	Bejemil	Cornerstone College of Healthcare and Business
Laleh	Bighash	Academy of Applied Pharmaceutical Sciences (AAPS)
Jason	Campbell	Academy of Learning College, Thunder Bay
Carlos	Carvalho	CTS Canadian Career College
Amanda	Casinha-Ginther	Canadian Beauty College
Adriana	Costenaro	Bryan College
David	Ding	Stanford International College of Business & Technology
Rodney	D'Souza	CDI College Business, Technology & Healthcare
Peter	Dykstra	Career College Group - Medix College of Healthcare & North American Trade Schools
Frank	Gerencser	triOS College Business Technology Healthcare
Julia	Gu	Evergreen College
Mark	Harrington	National Academy of Health & Business
George	Hood	Herzing College
Annie	John	RCC Institute of Technology
Andrew	Jones	Oxford College of Arts, Business and Technology
Yunny	Lee	Peak Private Healthcare College
David	Leonard	Trebas Institute
George	Li	Canadian Business Skills College
Michelle	Lowndes	Bonnie Gordon College of Confectionary Arts
Ian	Marshall	International Academy of Massage Inc
Brian	Merkley	Academy of Learning/Cornwall Career College
John	Nelson	Canadian Business College
Pravin	Patel	Canadian Career College of ITM
Patricia	Pouget	Great Lakes Technical Training
Robert	Prendergast	Westervelt College
JP	Roszell	LaunchLife International Inc.
Jennifer	Schuler	Saint Elizabeth Health Career College
Adrian	Sharma	Cestar College of Business, Health and Technology
Des	Soye	Algonquin Careers Academy
Rex	Spaulding	Career College Group - Medix College of Healthcare & North American Trade Schools
Carol	Stanford	Academy of Learning College
Muraly	Srinarayanathas	Computek College of Business, Healthcare & Technology
Kris	Surana	Canadian College of Business, Science & Technology
Carmen	Valero	Canadian College of Educators
Sunita	Vyas	Academy of Learning, Mississauga
Marjorie	Willson	Le Cordon Bleu Culinary Arts Institute
Diane	Wilson	Transition College of Business & Career Studies

Guests

Claudia	Adair	Transform & Perform Coaching & Consulting
Carol	Bruni	Regulatory Matters
Grant	Bunke	Canadian College of Educators
James	Cameron	Herzing College
Dara	Cardoza	Canadian Business college
Amanda	Carvalho	CTS Canadian Career College
Dennis	Cinello	Pre-Apprenticeship Trainng Institute
Rebecca	Da Rosa	Algonquin Careers Academy
Craig	Donaldson	triOS College Business Technology Healthcare
Martin	Durlak	Education Leads Canada
Joe	Gagliardi	LaunchLife International Inc.
Tim	Heggie	triOS College Business Technology Healthcare
Jodi	Jaffray	Willis College-Business, Healthcare, Technology
Paul	Kitchin	Career Colleges Ontario
Sylvie	Lacombe	Elegance School
Pauline	MacPhee	Career Colleges Ontario
Sharon	Maloney	Career Colleges Ontario
Dave	McCarroll	
Lorna	Mills	Career Colleges Ontario
Terry	Miosi	
Greg	Nichol	RCC Institute of Technology
Don	Pannunzio	Automotive Training Centres
Alpa	Patel	Canadian Career College of Innovative Technology & Management
Melissa	Petrucci	Canadian Beauty College
Susan	Phillips	CERIC
Ahmed	Rashed	Chellsey Institute of Beauty & Health Inc.
Ann	Robinson	ARC Advantage
Cheryl	Russell-Julien	Hands On Practical Solutions
Paula	Schneer	RCC Institute of Technology
Stefany	Snedden	Career Colleges Ontario
Luisa	Tanzi	Trebas Institute
Don	Thibert	Don Thibert and Associates
Dean	Tremain	Connect-Ed Consulting
Meenakshi	Vyas	Academy of Learning, Mississauga
Janet	Williamson	Stanford International College

Call to Order

George Hood, Board Chair called the 42nd CCO Annual General Meeting to order at 3:15 p.m. He welcomed all members and guests in attendance to the meeting and asked all voting members to hold up their voting paddles in order that they could be counted to establish quorum. The count noted that there were 32 voting members in the room which exceeded the requirement in the Bylaw that at least 15% or 25 members be present.

Approval of Agenda

It was moved by Carlos Carvalho, seconded by JP Roszell and carried that the agenda be approved as circulated.

Mr. Hood then asked each person in the room to stand and give their name and school for roll call.

Adoption of Minutes

George Hood noted that the AGM Minutes from May 7, 2014 were previously circulated and asked for any errors or omissions. There were none.

It was moved by George Li, seconded by Carmen Valero and carried that the Minutes of the AGM of May 7, 2014 be adopted as circulated.

Election of the Board of Directors (2 year positions)

George Hood invited candidates for director positions to speak to the membership for one minute about their candidacy.

Mr. Hood informed the members that there were biographies for each of the candidates in their AGM package, and noted that the CCO bylaws allow for further nominations from the floor.

Nominations

George Hood asked candidates Stephen Bartolini, Adriana Costenaro, Rodney D’Souza, Frank Gerencser, Mark O’Shaughnessey, Jodi Jaffray, Al Santos, Jennifer Schuler, Luisa Tanzi and Meenakshi Vyas to speak to the membership for one minute about their candidacy. It was noted that Al Santos had withdrawn his name.

Mr. Hood informed the members that there were biographies for each of the candidates in their AGM package, and noted that the CCO bylaws allow for further nominations from the floor.

It was moved by Frank Gerencser, seconded by JP Roszell and carried to open the floor for nominations.

Frank Gerencser nominated Peter Dykstra, Carmen Valero seconded the nomination and Peter Dykstra declined the nomination.

Mr. Hood called three more times for nominations from the floor and there were none.

It was moved by Frank Gerencser, seconded by Peter Dykstra and carried that the nominations be closed.

The nine candidates were acclaimed to the CCO Board of Directors.

Board Chair Remarks

George Hood, Board Chair informed the delegates that he was pleased to serve as Board Chair for 2014 – 2015. He noted that the current Minister of Training, Colleges and Universities, Reza Moridi was supportive of the PCC sector which may assist CCO in reducing the regulatory burden that the sector faces daily.

Mr. Hood reported that the closure of Everest College kept CCO busy over the last 4 months. He noted that CCO has identified issues to be addressed in the coming year including approval of

additional degree programs; the ability to train RPNs; being able to offer full apprenticeship training; the transfer of credits with community colleges; financial aid for online courses; fairness for the Second Career program. Mr. Hood noted that he would like to see CCO move into more services for members such as program approvals and auditing of poor performing schools.

Mr. Hood identified a list of achievements by CCO and NACC such as: ability to train under the Canada Ontario Job Grant; distance education program framework; international student program (ISP) designation; opening the CSL grant programs to include programs with a duration of 34 weeks or longer; submission of a report on possible changes to the Private Career Colleges Act and Regulations; the CCO strategic plan SWOT analysis and meetings with Minister of Training, Colleges and Universities and ministry officials.

Mr. Hood thanked and acknowledged external advisors for sharing their extensive knowledge with CCO. He also thanked CCO staff, Paul Kitchin, Lorna Mills for all their contributions. He wished Sharon Maloney the very best in her role as CEO of CCO. He then welcomed Sharon to the podium.

Sharon Maloney thanked George Hood on behalf of the sector and the leadership he provided and then presented him with a card.

Sharon Maloney noted that she was excited about joining CCO. She noted that she was on staff only a few weeks when Everest College closed and did not know anything about TCAF at that time. She thanked Paul Kitchin for his expertise in the sector and helping her to learn quickly about the sector and its issues.

Ms. Maloney noted that she was impressed by all that CCO had accomplished and noted that CCO has benefited by having a passionate board of directors and she is looking forward to working with the board in the future.

Ms. Maloney noted that CCO has a very strong and experienced staff and an important membership benefit is that the ministry has trust in CCO.

Ms. Maloney applauded CCO staff, April Chato, Pauline MacPhee, Stefany Snedden, Lorna Mills and Paul Kitchin who were in the room and asked them to stand.

Sharon Maloney touched on the following points:

- The sector has been experiencing negative comments since the closure of Everest College.
- PCCs will always operate at a risk.
- Her role will be to reverse the systemic bias from government and the general public towards the PCC sector.
- She wants PCCs to be seen as critical in the post secondary education sector.
- She wants to see CCO’s membership increase as she noted that as CCO grows their advocacy will strengthen.

Ms. Maloney noted that she toured PCCs and was struck with how small the classes are and the personal attention that students received.

Financial Report

George Hood called on Craig Donaldson, Treasurer to report on the 2014 Audited Statements for CCO. Craig Donaldson noted that he was presenting two sets of audited statements – one for 2014 and one for 2015. He noted that CCO did not have audited statements to present at the 2014 AGM. He noted that the 2014 audited statements were showing a surplus of \$78,000 and it was directly related to not hiring a CEO in 2013 – 2014.

It was moved by Carmen Valero, seconded by Mark O’Shaughnessy and carried to approve the audited statements for the 2013 – 2014 fiscal year.

2014 – 2015 CCO Audited Statements

Craig Donaldson reported that there were no material changes to the Balance Sheet on the audited statements for the 2014 – 2015 year end at March 31, 2015. He noted that the cash situation has improved slightly over the previous year and the CCO Investment account was sitting at \$304,000. Mr. Donaldson further reported that the General Fund department of the Association was showing a surplus of \$61,000 however the Financial Aid Office (FAO) department of the Association was showing a deficit of \$53,000 due mainly to a significant bad debt expense associated with the closure of Everest College. It was noted that the FAO will have to be managed carefully in the next fiscal year. Mr. Donaldson reported that the consolidated statement was showing a surplus of \$8,000.

One member commented that pre-paying fees for the FAO is a good idea.

It was moved by Adriana Costenaro, seconded by John Nelson and carried to approve the audited statements for the 2014-2015 fiscal year.

Proposed Budget for April 1, 2015 – March 31, 2016.

Craig Donaldson presented the proposed budget for the next fiscal period noting that CCO had designed a budget for 2015–2016 fiscal year. He reported that one of the biggest challenges to the association was managing the staffing levels in the Financial Aid Office and to assist with this challenge CCO has included an increase in OSAP processing fees from \$32.00 per application to \$33.50 per application effective August 1, 2015. Craig Donaldson noted that there are accompanying notes to the budget included in their AGM Package.

Craig Donaldson reported that the proposed budget was based on a revised membership fee schedule that separated out the CCO fee based on vocational revenue from the NACC flat fee per campus, noting that the CCO portion included a 1% increase and that the NACC fee would be increased from \$300 per campus to \$350 per campus.

It was moved by Luisa Tanzi, seconded by JP Roszell and carried to approve the new Membership Fee Structure as presented.

It was moved by Carmen Valero, seconded by Mark Harrington and carried to approve the proposed budget for 2015 – 2016.

It was moved by Frank Gerencser, seconded by Peter Dykstra and carried to appoint Dave McCarroll as CCO auditor for 2015 – 2016.

George Hood thanked Board Members and gave a personal thanks to Paul Kitchin for all of his guidance over the years. Mr. Hood also thanked Craig Donaldson for all his work on the Board as Treasurer.

It was moved by Ian Marshall, seconded by Laleh Bighash to ratify the actions of the 2014 – 2015 CCO Board of Directors.

It was noted that the new board of directors would meet in the Maple A room for a short meeting.

It was moved by Carlos Carvalho, seconded by Stephen Bartolini and carried to adjourn the Annual General Meeting.

Board Chair’s Report



It has been an exciting year for me, your board of directors and CCO staff.

My main objective this year was to build on the foundation left by my predecessors by focusing on some key deliverables, which, I believe are critical to enhancing the influence of our association and therefore our sector.

As George Hood remarked last year, our sector was facing a significant challenge as a result of the closure of one of our largest members – Everest College. This event was not only damaging to its students and staff but also posed a significant risk with respect to the public image of our sector and its relationship with government.

Working with our new CEO, the board of directors and CCO staff, a three-year strategic plan was developed. The plan emphasizes different key objectives, including engaging with key decision makers, reversing the system bias against career colleges, optimizing organizational effectiveness and expanding membership.

Each year of the three-year plan focuses on some key deliverables, with this year’s plan concentrating on government relations, organizational effectiveness and the introduction of new membership programs.

I am happy to report that significant progress has been made.

We have continued to build on the very strong relationship with the Ministry of Training, Colleges and Universities, and I am pleased that Deputy Minister Sheldon Levy and other senior officials are joining us at this year’s conference.

We have participated in the establishment of the Minister’s Private Career College Advisory Committee, which is co-chaired by our CEO, and on which CCO’s Executive Director and several of our members sit, including myself.

The purpose of the committee is to work with the Minister’s office and the ministry to address some of the ongoing challenges that our sector has faced, such as perceived poor communication with the MTCU, inequitable treatment of career colleges and their students and operational barriers to career colleges’ ability to meet the needs of employers.

CCO was invited to participate in the Highly Skilled Workplace Summit and has been an integral member in the development of the Sexual Violence and Harassment Action Plan as it relates to career colleges.

We hosted our Queen’s Park Day, which involved meetings with MPPs from all parties and a well-attended reception where two of our outstanding graduates spoke compellingly about why they chose career colleges and how they had improved their careers and their lives.

Similarly, CCO and some of its members participated in the MTCU’s Divisional Day, where officials got an opportunity to meet and understand first-hand the different types of vocational training our members provide, ranging from massage therapy to phlebotomy.

Our Assistant Deputy Minister, David Carter – Whitney, and our Superintendent, Carol Strachan, have thanked us for CCO’s participation and told us that their staff really enjoyed the day.

Finally, we have a new image for The Voice, have developed new membership brochures, instituted regular monthly Member Updates and introduced a new membership program, HRdownloads Human Resources Services, about which you will learn more over the course of the conference.

We have been busy and intend to continue with the same passion and focus next year. I want to thank my board colleagues with whom I have worked this year and the CCO staff who, as always, have risen to the challenge of supporting our members and their students.

Chief Executive Officer’s Report



As our Chair has said, it has indeed been an exciting year for CCO.

Last year, working in conjunction with CCO’s board of directors, a three-year strategic plan was implemented. The plan identified key objectives for each of the three years. As described in the Chair’s remarks, the first year focused on government relations and optimizing organizational effectiveness.

When I started with CCO, I recognized that it enjoyed a very good relationship with the Ministry of Training, Colleges and Universities (MTCU), but that the communication between our sector and the ministry, especially in the advent of the Everest College closure, needed to be enhanced.

I also believed that our relationship with our national partner, the National Association of Career Colleges (NACC), needed to be enhanced and better supported. Collaboration between, and leveraging of, both organizations’ resources seemed, to me, a better way to serve our mutual interests.

We have made great strides in solidifying both these relationships over the past year. I am very happy to see so many representatives of the ministry joining us at this year’s conference, including Deputy Minister Sheldon Levy, David Carter-Whitney, Marilyn Gurevsky, Joe Zapotochny, Noah Morris, Graham Webster, Noel Abbott, Terry Tretter, Imran Khan, Dina Waik and Carol Strachan. We have had the opportunity to work very closely with MTCU on a myriad of issues, including the Sexual Violence and Harassment Action Plan, TCAF modernization, the Everest training completion and the publication of the 2013 Key Performance Indicators Report.

Similarly, I am very happy that Mr. Serge Buy, CEO of NACC will be joining us at our AGM and thank him and all the staff at NACC for supporting CCO over the past year—especially in relation to the recent critical article published in the Globe & Mail.

Now we need to tackle the underlying negative perceptions about our sector. I am confident that our many partners, including MTCU and NACC, will support us in further building the credibility of our sector.

We will be commissioning an updated report on the sector that will outline its characteristics, including our students, the vocational training they receive and the vital contribution it makes to providing Ontario’s employers with highly skilled employees. This will be supported by a communications plan that will involve our members and their students. Our expectation is that the report will form the basis for continued conversations with elected officials, opinion leaders and media.

Critical to the success of this, however, is the improved performance by our sector in meeting the Key Performance Indicators. 2013 was the pilot year for the survey and, while there remain concerns with its methodology, it is important that career colleges meet the key performance criteria as the surveys continue to be conducted. Our ability to promote and profile career colleges depends on being able to demonstrate that career colleges operate to the highest standards.

That will be a challenge for all of us in the coming year, but I am confident that we will meet it.

Executive Director's Report



CCO Operations

1. Member Workshops

During the 2015/2016 Board year, CCO organized a series of well-attended workshops for CCO members as follows:

- Key Performance Indicators (KPI) – September 29, 2015, in downtown Toronto
- Compliance – January 14, 2016, near the Toronto airport.
- Building Profitability and Value in Private Career Colleges – February 11, 2016, near the Toronto airport

2. High School Outreach

In November of 2015, for the fourth consecutive year, CCO was a Platinum sponsor and exhibitor at the OSCA (Ontario School Counsellors Association) conference held in Toronto. CCO was pleased to be able to include students from several member colleges at its exhibitor booth in order to provide a hands-on demonstration of the types of skills they were learning in their programs of study. CCO's Executive Director, Paul Kitchin, also presented in one of the conference workshops.

CCO sponsored the Career College Pathway Award presented by CARSO (Counsellors for At-Risk Students of Ontario) to a high school graduate who had chosen to study at a career college after leaving high school and had been nominated for the award by a high school guidance counsellor.

CCO arranged for two career colleges to have exhibit booths at the CESBA (Continuing Education School Board Administrators) conference held in December of 2015 and will be working with CESBA to have a larger career college presence at the CESBA conference in 2016.

3. Financial Aid Office

CCO staff processed 13,284 OSAP student loan applications on behalf of 124 member career college campuses during the 2015 – 2016 fiscal year.

4. Student Transcripts

Through its online application, STEPS, CCO stored a total of 33,700 student transcripts, during the 2015–2016 fiscal year, including 17,800 Everest College transcripts received from the Ministry of Training, Colleges and Universities. CCO also received more than 1,200 enquiries from former students seeking copies of their transcripts and/or diplomas, and was able to locate and issue 334 transcripts.

5. Communications

Throughout 2015 – 2016, CCO continued to send communications to CCO members in the form of CCO Tips (twice per month), the monthly updates, and periodic member notices. In addition, CCO introduced its new digital magazine, The Voice, with the winter 2016 edition focused on KPI and the spring 2016 edition focused on Compliance. CCO continued throughout the year to add several new documents and links of importance to career colleges to the resource centre on its website at: <http://www.careercollegesontario.ca/important-resources>

6. Public Relations

In September of 2015, CCO was successful in having a response published in the Sault Star with respect to an article in which the President of Sault College had maligned the career college sector.

CCO was quoted in an article by Linda White in the Toronto sun in February of 2016 on choosing a career college, as well as in an article by Simona Chiose in the Globe and Mail in May 2016 on KPI. Due to the tone of the Globe and Mail article, CCO collaborated with NACC to arrange a joint CCO/NACC Op-Ed response, which was published online by the Globe.

CCO continues to monitor the media in an effort to stand up for the career college sector whenever required.

7. Membership

During 2015 – 2016, CCO was successful in recruiting 16 campuses as new members. However, over the same period, there were 12 CCO member campus locations that closed, and 5 career colleges did not renew their membership. In February of 2016, CCO finalized its new membership recruitment brochure and circulated it to all non-member career colleges. In early June of 2016, CCO met with the sub-sector association of welding schools to promote the benefits of membership and will be targeting other institutions to recruit as new members in 2016 – 2017. In April of 2016, CCO announced that it now had a partnership arrangement with HR Downloads that entitles CCO members to a 15% discount on all of their services.

8. Legal

In November of 2015, CCO was notified that former government relations consultant, John Nunziata, had filed a Small Claims Court Statement of Claim against CCO, and that claim was served on CCO's legal counsel in early January of 2016. CCO participated in a pre-trial mediation hearing in April of 2016, with no settlement reached. Subsequently, CCO made a written settlement offer that, at the time of writing this report, has not been accepted by Mr. Nunziata.

Government Relations

1. Everest College Closure and TCAF

CCO met regularly with staff of the Private Career Colleges Branch from February to October of 2015, to discuss the progress being made with respect to the provision of training completions for those students impacted by the closure of Everest College. In June and July of 2015, CCO participated in meetings both with Minister Moridi and with ministry staff about TCAF modernization. In the fall of 2015, CCO prepared a position paper on TCAF based on the lessons learned from the Everest College experience that was presented to the Superintendent. CCO also advocated for, and participated in, an Everest College training completion post-mortem meeting on October 27, organized for several career colleges that had served as training completion providers for former Everest College students.

2. PCCA (Private Career College Act) Modernization

CCO representatives met in the summer with Policy Advisors from the PCC Branch and provided input on initial proposals of potential changes to Regulations 414/06 and 415/06 under the PCCA. Subsequently, the Branch made some revisions and sought the input of the CCO Board of Directors on the proposed

changes at its October meeting.

3. Political Outreach

CCO was very active in 2015 – 2016 in engaging with MPPs. Activities included:

- Attending a Canadian Club lunch in May of 2015, featuring a speech by Minister Moridi
- Attending a Minister Moridi reception in June of 2015
- Arranging for Garfield Dunlop, Education Advisor to the PC Party Leader, Patrick Brown, to attend the CCO Board of Directors meeting in October.
- Attending the PC Party Leader’s banquet in November
- Meeting with PC Party Leader Patrick Brown, MPP Vic Fedeli, and Garfield Dunlop in November
- Meeting with MPP Arthur Potts in December
- Participating in a meeting of the Premier’s Highly Skilled Workforce (HSW) Panel in December, and attending the HSW Talent and Skills summit in January
- Meeting with Premier Wynne’s Senior Policy Advisor, Paris Semansky in January
- Acting as a silver sponsor of a Minister Moridi reception in February
- Attending the Margaret Campbell reception in February
- Attending an MPP Laurie Scott reception in February
- Attending the Ontario PC Party convention held in Ottawa in March
- Meeting with Parliamentary Assistant Monty Kwinter in March
- Attending the PC Party Leader Patrick Brown reception in April
- Attending an MPP Peggy Sattler reception in April
- Conducting a tour of career colleges for Paris Semansky in April

4. Queen’s Park Day

CCO held a very successful Queen’s Park Day on April 6, 2016. CCO delegations met with 13 MPPs from all three political parties. More than 35 MPPs and political staff attended the reception in the evening, which featured 4 student showcase stations and two career college graduate speakers. More than 70 CCO member representatives attended and interacted with the MPPs.

5. PCC Minister’s Advisory Committee

CCO’s CEO, Sharon Maloney, was asked by Minister Moridi to co-chair a PCC Minister’s Advisory Committee that was established in December of 2015 as a mechanism that would facilitate communication between Government and the PCC sector on the key issues of concern and any challenges and barriers faced by career colleges and their students. The Advisory committee, which includes two CCO Directors and CCO’s Executive Director, has met 4 times: December, January, February and March, respectively.

6. Provincial Budget Lockup

CCO was invited to attend the provincial budget lockup on February 25 to review the budget documents

and get clarifications from Government staff on hand. CCO issued a press release immediately after the lockup that supported the announcement of the new Ontario Student Grant program, which includes eligible career college students.

7. Ministry of Training, Colleges and Universities

Deputy Minister

In January of 2016, CCO met with newly appointed Deputy Minister Sheldon Levy to discuss the role of the career college sector and identify the major challenges that the sector faces. As a result of that meeting, the Deputy Minister agreed to attend the 2016 CCO conference and address the delegates.

Assistant Deputy Minister

CCO staff have established a regular schedule of meetings every two months with the Assistant Deputy Minister (ADM) for the Postsecondary Education Division, David Carter-Whitney. CCO was asked to help recruit career colleges that would be interested in setting up student skill showcase stations during the April 28 Divisional Day session held by the Assistant Deputy Minister for all ministry staff employed by the Postsecondary Education Division. In total, seven CCO member colleges participated, and there was a high volume of interaction between the ministry staff and the career college students.

Superintendent

CCO met regularly throughout the year with the Superintendent of Private Career Colleges, who also attended a CCO Board of Directors meeting.

8. Government Programs

In conjunction with staff from the Private Career Colleges Branch, CCO worked on the development of a sexual violence and harassment policy template for career colleges, which aligns with the legislation that was passed on March 8 and the resulting amendments to the PCC Act, 2005 and its Regulations. In developing the template, CCO sought input from a career college student focus group in August and has received on-going legal reviews and advice. It is anticipated that a final version of the template should be available as of the 2016 CCO conference.

Since February, CCO staff has been participating in monthly meetings of the Sexual Violence and Harassment Postsecondary Reporting Advisory Committee established by the Ministry of Training, Colleges and Universities. The committee is working on the development of campus climate surveys and will be advising on possible reporting mechanisms to be used by educational institutions in regards to the incidence of sexual violence on campus.

Ontario Student Grant

Following the announcement of the Ontario Student Grant in the 2016 provincial budget, CCO met with ministry officials from the Student Financial Assistance Branch and the Private Career Colleges Branch on March 14 for a briefing on the new grant program. Ministry officials also made a presentation to the CCO Board of Directors at its March 22 meeting and agreed to make a presentation to career colleges attending the CCO 2016 conference in June.

Key Performance Indicators (KPI)

During 2015 – 2016, the ministry was finalizing the 2013 KPI report from Phase 1 of the KPI initiative, Forum Research was completing its work on the 2014 graduate surveys for Phase 2, and all non-OSAP designated career colleges commenced the KPI process for the first time in Phase 3. CCO organized a half day workshop on KPI for members, which was held in September. Prior to the release of the 2013

KPI report in April of 2016, CCO successfully requested that the ministry modify the disclaimer to be included in the 2013 KPI report to closely mirror the disclaimer wording used in reference to the community college KPI. CCO will be analyzing the 2013 KPI results in an effort to better understand what improvements need to be made to the process and develop a best practices guide to KPI for member career colleges.

Ontario Qualifications Framework

CCO has continued to advocate for further work to be done on the Ontario Qualifications Framework so it may properly include career college programs and credentials, and expects that work on this front will resume in 2016 - 2017.

College of Trades

CCO’s CEO met with David Tsubouchi, Registrar and CEO of the Ontario College of Trades, in February of 2016 to discuss the need for the apprenticeship program to recognize the training done by career colleges in their pre-apprenticeship and trades programs and the need to include CCO on the Board of Governors of the College. Work on this front will continue in 2016-2017.

Governance

The CCO Board of Directors met 7 times in 2015 – 2016 on the following dates:

- June 25, 2015
- August 12, 2015
- October 6, 2015
- December 1, 2015
- January 26, 2016
- March 22, 2016
- May 17, 2016

Private Career Education Council (Ontario)
o/a Career Colleges Ontario
Slate of Candidates for Directorship
For 2016 — 2017

Section 2 (a) of Article IX of the association’s by-law states:

- (a) The Board shall be composed of no less than 5 members and no more than 16 members elected at the association’s annual general meeting.

The nominations committee of the current 2015/2016 Board of Directors submitted a report on a proposed slate of candidates for the 2016/2017 Board of Directors to the current board at its May 17, 2016 meeting.

At its meeting on May 17, 2016, the current Board of Directors approved the issuance to the general membership of the following slate of candidates to stand for election at the 2016 Annual General Meeting being held in The Inn Cafe at the Blue Mountain Inn, 108 Jozo Weider Blvd, Blue Mountains on June 15, 2016 commencing at 4:00 p.m.

Proposed slate of candidates for election to the 2016/2017 Board of Directors is composed of 7 incumbent Directors who are willing to stand for re-election and 3 new candidates who are willing to stand for election as listed below.

Incumbent Directors Seeking Re-Election (in alphabetical order)

Chris Bissylas, Willis College of Business, Technology, Healthcare
Frank Gerencser, triOS College of Business Technology Healthcare
John Nelson, Canadian Business College
Greg Nichol, RCC Institute of Technology
J. P. Roszell, LaunchLife International
Adrian Sharma, Cestar College of Business, Health and Technology
Carmen Valero, Canadian College of Educators

New Candidates Seeking Election (in alphabetical order)

Rose Elia, Anderson College of Health, Business and Technology
George Hood, Herzing College
Des Soye, Algonquin Careers Academy

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