



**MINUTES OF MEETING:** BOARD OF GOVERNORS' NO. 558  
**DATE OF MEETING:** MAY 10, 2023  
**TIME:** 9:30 A.M.  
**LOCATION:** SHUNIAH BOARD ROOM / MS TEAMS  
**CHAIR:** DARYL SKWORCHINSKI

**MEMBERS OF THE BOARD**

Ed Collins  
Katy Commisso  
Isabel Delaney  
Tesa Fiddler  
Grace Filice  
Geoff Gillon  
Chris Heikkinen  
Gavin Hemeon  
Kathleen Lynch  
Eveline O'Flaherty  
Dave Paxton  
Daryl Skworchinski  
Kimberly Smith  
Tracie Smith  
Shane Strickland  
Kim Vares

**MEMBERS OF THE STAFF**

Richard Gemmill, Dean – School of Business,  
Hospitality and Vice President – Academic  
Michelle Salo, Chief Operating Officer, and  
Treasurer of the Board  
Jill Symington, Executive Director – Organizational  
Effectiveness  
Don Duclos, Registrar  
Emily Wilson, Manager – Institutional Research  
and Planning  
Alexandra Jones, Manager – Marketing,  
Recruitment and Communications  
Scott Hobbs, Communications Consultant  
Barbara Greer, Executive Assistant to the  
President and Secretary to the Board of  
Governors

**REGRETS**

Matt Dupuis

**1. CALL TO ORDER AND LAND ACKNOWLEDGEMENT**

1.1 Land Acknowledgement

The Board acknowledged that we are in the territory of the Anishinabek peoples of northwestern Ontario. We work and live on the lands of Fort William First Nation who are signatory to the Robinson-Superior Treaty of 1850. We also recognize the Métis communities and Inuit peoples in the area.

As part of the colonial history of Canada, non-Indigenous peoples have derived benefit from what the Royal Commission on Truth and Reconciliation defines as the “cultural genocide” of Indigenous peoples in this country.

We embrace our role and responsibilities in a national reconciliation process and acknowledge that we are accountable for this tragic history. We at Confederation College pledge to address injustices against Indigenous peoples and to honour our relationships with Indigenous peoples in our community.

## **2. APPROVAL OF THE AGENDA AND CONSENT AGENDA**

### **2.1 Consent Agenda**

- 2.1.1 Advisory Committee Appointments
- 2.1.2 Negahneewin Council – No Minutes
- 2.1.3 2022/2023 Board Planning Agenda Cycle
- 2.1.4 Board of Governors' Meeting Evaluation – March 8, 2023

MOVED BY: Shane Strickland  
SECONDED BY: Grace Filice

THAT the agenda as printed, including any additional information and new business and the consent agenda of the Board of Governors' Meeting No. 558, to be held on May 10, 2023, be approved.

CARRIED

## **3. DECLARATION OF POTENTIAL CONFLICT OF INTEREST**

There are no declarations of potential conflicts of interest.

## **4. PRESENTATIONS / EDUCATION**

### **4.1 Decolonization Report Card**

Jill Symington, Executive Director – Organizational Effectiveness was in attendance, gave a presentation relative to the above noted and responded to questions.

A copy of the Decolonization Progress Report was distributed with the agenda, for information.

### **4.2 Marketing and Recruitment Strategy**

Alexandra Jones, Manager – Marketing, Recruitment and Communications was in attendance, gave a presentation relative to the above noted and responded to questions.

A copy of the presentation, was distributed with the agenda, for information.

### **4.3 2022/2023 President's Monitoring Report**

The 2022/2023 President's Monitoring Report including the 2022/2023 Executive Limitations Summary and Kaa-aanokaatekin (Work that is now carried) Strategic Plan 2020 – 2025 update year 3 and Scorecard presentation, was included in the agenda and a copy was placed on the desks.

Kathleen Lynch, President presented her 2022/2023 President's Monitoring Report to the Board and responded to questions.

**4. PRESENTATIONS / EDUCATION (Continued)**

4.3 2022/2023 President's Monitoring Report (Continued)

MOVED BY: Kim Vares  
SECONDED BY: Dave Paxton

THAT we accept the President's Ends Monitoring and Strategic Report for 2022-2023, as presented.

CARRIED

**5. CHAIR'S NOTES**

The Chair made the following announcements:

- Governors have been invited to attend the Convocations in Thunder Bay on June 9 at 9:30 am and 2:00 pm. If you are available to attend, please contact Barb.
  - Regional convocation invitations have gone out, if you are a regional governor and requires additional information, please contact Barb.
  - All Governors are invited to attend any convocation.
- Student governor, Lalith Dharsan Sekar, has been acclaimed. Lalith will begin his term in September 2023.
- President's Breakfast will be held on May 24, 2023

**6. MINUTES OF THE PREVIOUS MEETINGS**

6.1 Board of Governors

The Minutes of the following Board of Governors' Meetings No. 556 and 557 held on February 27 and March 8, 2023, for approval.

MOVED BY: Ed Collins  
SECONDED BY: Isabel Delaney

THAT the Minutes of the Board of Governors' Meetings No. 556 and 557 held on February 27 and March 8, 2022, be approved.

CARRIED

At 10:38 a.m., the Board held a recess until 11:00 a.m.

Tesa Fiddler left the meeting at 10:38 a.m.

6.2 Business Arising from the Previous Minutes

There was no business arising from the previous minutes.

## 7. ITEMS FOR DECISION

### 7.1 EL3 – Communication and Counsel to the Board

Report No. 15-2023 relative to receiving receive information confirming compliance with the Executive Limitation and to amend the monitoring process for EL3- Communication and Counsel to the Board.

MOVED BY: Kim Vares  
SECONDED BY: Ed Collins

THAT Board Report No. 15-2023 relative to EL3 – Communication and Counsel to the Board, presented to the Board of Governors on May 10, 2023, be approved.

CARRIED

### 7.2 Office Administration Diplomas (Executive, Legal and Medical) – Program Approval

The Office Administration Diplomas (Executive, Legal and Medical) Executive Summary, for approval.

MOVED BY: Chris Heikkinen  
SECONDED BY: Shane Strickland

THAT the Office Administration Diploma (Executive, Legal and Medical) Programs, be approved, as presented.

CARRIED

### 7.3 Policy Review – May 2023

Report No. 13-2023, containing a motion, relative to approving amendments to Executive Limitations Policy EL7 – Programs of Instruction and reconfirming Governance Process policies GP 2 - Board Job Descriptions and GP 3 - Election of Executive of Board.

MOVED BY: Kim Smith  
SECONDED BY: Geoff Gillon

THAT with respect to Report No. 13 – 2023, we recommend that the revisions to EL7 - Programs of Instruction, be approved;

AND THAT Governance Process Policies GP 2 - Board Job Descriptions and GP 3 - Election of Executive of Board, be re-confirmed.

CARRIED

**7. ITEMS FOR DECISION (Continued)**

7.4 Annual Advisory College Council Report to the Board of Governors (Continued)

Report No. 16-2023, containing a motion, relative to approving the annual Advisory College Council report to the Board.

MOVED BY: Ed Collins  
SECONDED BY: Grace Filice

THAT with respect to Report No. 16-2023 relative to the Annual Advisory College Council (ACC) Report to the Board of Governors, we recommend that the report be approved.

CARRIED

7.5 Delegation of President's Signing Authority

Report No. 18 – 2023, containing a motion, relative to approving changes to the Delegation of the President's Signing Authority.

It was noted that the policy should reflect that the Board of Governors approved the naming of buildings.

MOVED BY: Evie O'Flaherty  
SECONDED BY: Dave Paxton

THAT with respect to Report No. 18 – 2023, we recommend that we approve the recommended changes to the Delegation of the President's Signing Authority;

AND THAT the Board of Governors' By-law #1 be amended accordingly;

AND THAT the Procurement Policy, be presented to the Board in September.

CARRIED

At 11:09 a.m., Tracie Smith joined the meeting.

7.6 President's Compliance Report

Report No. 17-2023, containing a motion, relative to presenting the annual compliance report for 2022-2023.

MOVED BY: Isabel Delaney  
SECONDED BY: Ed Collins

THAT with respect to Report No. 17-2023, we recommend that we confirm compliance with Board policy and all relevant legislation for 2022-2023, be received, for information.

CARRIED

**7. ITEMS FOR DECISION (Continued)**

**7.7 2023/2024 Board of Governors Meetings and Retreat Schedule**

Memorandum from Daryl Skworchinski, Chair of the Board of Governors, dated March 14, 2023, relative to the above noted.

MOVED BY: Evie O'Flaherty  
SECONDED BY: Geoff Gillon

THAT with respect to the memorandum from Daryl Skworchinski, Chair, dated March 14, 2023, relative to the 2023/2024 Board of Governors Meetings and Events Schedule, we recommend the following Board Meeting schedule for 2023/2024 academic year be approved:

- Wednesday, September 20, 2023 (All-Day Retreat and Board Meeting)
- Wednesday, October 11, 2023
- Wednesday, November 8, 2023
- Wednesday, January 10, 2024
- Wednesday, March 13, 2024
- Wednesday, May 8, 2024
- Thursday, June 13, 2024
- Thursday, June 6, 2024

CARRIED

**7.8 Board Minutes on the Website**

Memorandum from the Secretary to the Board, dated May 2, 2023, relative to the above noted.

MOVED BY: Kim Vares  
SECONDED BY: Ed Collins

THAT with respect to the memorandum from the Secretary to the Board, dated May 2, 2023, relative to Board Minutes on the Website, we recommend that only minutes for the past three years will be available on the website;

AND THAT the Board of Governors By-law #1, be amended to identify that only the past three years minutes of the Board of Governors' meetings will be available at a time.

CARRIED

**8. ITEMS FOR INFORMATION**

**8.1 Leadership Update**

Board Report No. 14-2023, providing a leadership update, was included in the agenda for information.

Kathleen Lynch provided an overview of the above noted report and events at the college.

**8. ITEMS FOR INFORMATION (Continued)**

8.2 Board of Governors Listing on the Website

Memorandum from Barbara Greer, Secretary to the Board of Governors, dated March 14, 2023, relative to the above noted.

8.3 Negahneewin Council Update

This item was deferred, as Tesa Fiddler, Member of the Negahneewin Research Centre, left the meeting.

8.4 Finance Update

Michelle Salo, Chief Operating Officer and Treasurer to the Board gave a verbal update at the meeting.

8.5 Academic Update

Richard Gemmill, Dean – School of Business, Hospitality and Vice President – Academic gave a verbal update will be provided at the meeting.

8.6 Board of Governors – Nomination of the Executive

A copy of the Board Nomination Form, for information.

At 11:30 a.m., Ed Collins left the meeting.

**9. IN CAMERA**

MOVED BY: Chris Heikkinen  
SECONDED BY: Dave Paxton

THAT we move into an In Camera meeting to receive information relative to the security of the property of the college and identifiable individuals.

CARRIED

At 11:40 a.m., the Board of Governors held an In Camera meeting.

At 12:07 p.m., the Board of Governors resumed open session.

9.1 Rise and Report

Board of Governors Employee Awards of Excellence

Confidential memorandum from Allison Hynnes, Manager – Human Resources, dated May 3, 2023, relative to the above noted was presented at the In Camera meeting earlier.

At that time, the Board was advised that the following motion would be presented in open session for consideration.

**9. IN CAMERA (Continued)**

9.1 Rise and Report (Continued)

Board of Governors Employee Awards of Excellence (Continued)

MOVED BY: Kim Vares  
SECONDED BY: Isabel Delaney

THAT with respect to the confidential memorandum from Allison Hynnes, Manager – Human Resources, dated May 3, 2023, we recommend that the 2022/2023 Board of Governors' Employee Awards of Excellence be approved, as recommended.

CARRIED

**10. NEXT MEETING**

The next Board of Governor's Meeting is scheduled to be held on Thursday, June 8, 2023. A breakfast with Negahneewin Council will be held prior.

Thunder Bay Convocations will be held on Friday, June 9, 2023 at the Thunder Bay Community Auditorium at 9:30 a.m. and 2:00 p.m.

**11. EVALUATION AND ADJOURNMENT**

11.1 Questions

Kimberly Smith was the lead of the Board of Governors' Meeting evaluation. A copy of the evaluation is provided in the agenda for information.

NOTE: The Governors are asked to complete the electronic version of the evaluation which will be sent electronically on meeting day from:  
[Institutional.research@confederationcollege.ca](mailto:Institutional.research@confederationcollege.ca)

11.2 Assignment of Evaluation Leader – June 8, 2023

Dave Paxton has been assigned as Evaluation Lead for the June 8, 2023, Board of Governors' Meeting.

11.3 Adjournment

MOVED BY: Chris Heikkinen  
SECONDED BY: Kim Smith

THAT the Board of Governors' Meeting No. 558 held on May 10, 2023, be adjourned at 12:12 p.m.

CARRIED





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Chair's Signature



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Secretary's Signature