MINUTES

Time: 8:30 a.m. – 11:45 a.m. Place: Shuniah Boardroom

MEMBERS OF THE BOARD

Present:
Marilyn Gouthro, Chair
Dick O'Donnell, Vice Chair
Nora Logan, Vice Chair
Dennis Wallace, Member-at-Large
Sharon Cole-Paterson
Susan Macey

Owen McCullough
Paula Sdao
Bill Trochimchuk
Cheryl L. Vaccher
Sid Wintle

Patricia Lang, President
Bob Backstrom, Vice President, Student & Corporate Services and Board Secretary/Treasurer

Regrets: Percy Champagne, Gwen DuBois-Wing, John St. Amand, Janice Vauthier

MEMBERS OF THE STAFF

Present:
Judi Maundrell, Vice President, Academic
S. Brenda Small, Dean, Negahneewin College of Academic and Community Development
Mary Burak, Administrative Assistant

1. **Call to Order**

   The meeting was called to order at 8:30 a.m.

2. **Approval of Agenda**

   **MOTION:**

   “That the revised agenda of Board meeting No. 439 be approved as distributed.”

   Moved by D. O'Donnell
   Seconded C. Vaccher

Carried.
3. **Conflict of Interest**

It was noted Governor Trochimchuk may have a possible conflict of interest as he assisted with the preparation of the financial reports.

4. **Chair's Remarks**

Governor Wallace joined the meeting by videoconference from the Kenora Campus.

*The Board will meet with Negahneewin Council over lunch today and this year the meeting will take place at the Learning Café situated at 510 E. Victoria Avenue.*

*The Coordinating Committee met this month and discussed potential locations for our 2010 Board Retreat. In follow-up to a request from one Governor, the Board was asked to consider moving the October Board Retreat to November. The following two options were reviewed:*  
- hold a regular Board meeting at the College on the Thursday evening of the Retreat;  
- conduct the Retreat on the Friday at the Thunder Bay Art Gallery for the full day eliminating the need for Saturday.*

Governors approved the format and agreed to the Retreat being held in November.

*The Board Coordinating Committee discussed the suggestion of holding a Board meeting in the region next year. Due to work schedules and the availability of Governors, the Coordinating Committee suggests all Governors be invited to attend the President’s Community Panels. Governors offered their views and the majority agreed with this option.*

*On Thursday, February 11th, the College will be holding a media event regarding the College’s participation in Project Hero. This initiative was launched by Rick Hillier, former Chief of Defence Staff, which offers free tuition to children of fallen soldiers who are under the age of 26. Confederation College is the 3rd college in Ontario to join the Project Hero program. Please make note of this date and the details will be sent once they have been finalized.*

*An official announcement will be forthcoming in early February advising the community that four of our Broadcasting students will be working at APTN on the Olympic broadcast out of Winnipeg.*
The President of Lambton College, Tony Hanlon, has provided a summary report of his PhD research study on Perceptions and Practices of College Boards regarding Board Self Evaluation. A copy of his report was distributed for your information this morning.

Distributed in the Board package was an invitation from Colleges Ontario to participate in Phase 2 of the Governor Orientation Program. This 2nd phase is open to new and returning Governors by webinar.

The NOACC (Northern Ontario Associated Chambers of Commerce) Spring Meeting/AGM is taking place in Sioux Lookout this year on April 15-17, 2010. If anyone is interested in attending on the Board’s behalf, please let us know.

Greg Rickford is tentatively scheduled to join us for lunch at the February 26th Board meeting. His office will confirm early next month as to his availability.

5. Approval of Minutes

MOTION:

“That the Board approve the Minutes of Meeting No. 438 as distributed.”

Moved by D. O’Donnell
Seconded B. Trochimchuk Carried.

5.1 Monthly Evaluation Summary – Information item.

5.2 October 2009 Retreat Evaluation – Information item.

6. IN-CAMERA – No Business.

S. Brenda Small arrived at 8:45 a.m.

7. OWNERSHIP LINKAGE

7.1 Advisory Committee Minutes – Information only.
7.2 Negahneewin Council Minutes – Information only.

7.3 Advisory Committee Appointments – Information only.

8. ENDS DISCUSSION

8.1 Draft Strategic Plan

On behalf of the Board, the President thanked Governor Nora Logan for her assistance in the development of the 2010-2013 strategic plan and for her role as facilitator. Governor Logan reviewed the notes from the November brainstorming session and explained the wordsmithing related to the draft mission and vision statements. Following a brief discussion, Board members were satisfied with the statements created.

Board members were provided with the draft Ends statements created at the October Board Retreat for the breakout sessions. Upon completion, each group reviewed their version of the Ends statements and Governor Logan agreed to collate the statements and provide a draft for discussion at the February Board meeting. Once these statements have been established, the Sub-Ends statements will be created.

A short break was called during the discussion process and the formal meeting reconvened at 10:25 a.m.

8.2 2009/10 Board Agenda Cycle and Governance Discussion Priorities

The agenda cycle was reviewed and it was suggested Strategic Plan development be added to the month of April to allow time to finalize the plan.

9. ITEMS FOR DECISION

9.1 Policy Review – None.

9.2 Executive Limitations Policy Review

9.2.1 EL1 – Constraints – No change.

9.2.2 EL13 – Partnerships – No change.
9.3 Negahneewin Council Board Representative

Anne LeSage tendered her resignation due to work commitments. Negahneewin Council met and Leona Scanlon has been recommended as their new representative on the Board. S. Brenda Small provided some background information on Leona’s involvement with Negahneewin Council and the College.

MOTION:

“That the recommendation for appointment of Leona Scanlon to the Board of Governors be forwarded to the College Compensation and Appointments Council for approval.”

Moved by D. O'Donnell
Seconded by S. Wintle Carried.

9.4 Board of Governors’ Employee Awards of Excellence

The Award recipients will be recognized at the College’s annual Employee Recognition event held in May.

MOTION:

“That the Board of Governors’ Employee Awards of Excellence for Faculty, Administrative and Support Staff be approved as outlined in the memorandum dated January 15, 2010.”

Moved by P. Sdao
Seconded by C. Vaccher Carried.

S. Brenda Small left the meeting at 10:45 a.m.
9.5 **College Employer Council – Recommended Governance Structure**

The Board Chair reviewed the latest version of the proposed governance model for the College Employer Council.

**MOTION:**

“That the Board of Governors supports Colleges Ontario’s recommendations for the College Employer Council – Recommended Governance Structure.”

Moved by D. O’Donnell
Seconded by O. McCullough

Carried.

9.6 **Annual Employee Survey**

The President advised that the Employee Survey Committee recommended the annual survey be abbreviated this year and focus on the major themes identified in the 2009 survey. The Board approved this request.

**MOTION:**

“That the Board of Governors approved the use of the abbreviated employee survey as recommended by the Employee Survey Committee.”

Moved by C. Vaccher
Seconded by D. Wallace

Carried.

10. **Monitoring**

10.1 **EL5 – Fiscal Condition, Section 6**

It was noted the complete report was distributed electronically earlier in the week.

**MOTION:**

“That the Monitoring Report from the President re: Policy EL5 – Fiscal Condition, Section 6 – Budget Update, be accepted.”

Moved by D. Wallace
Seconded by D. O’Donnell

Carried.
10.2 **EL9 – Treatment of Clients**

**MOTION:**

“That the Monitoring Report from the President re: Policy EL9 – Treatment of Clients be accepted.”

Moved by S. Macey
Seconded B. Trochimchuk

Carried.

10.3 **EL10 – Tuition Fees**

B. Backstrom advised the Ministry has yet to confirm the new provincial tuition fees policy. Upon receipt, Board approval will be required for the 2010-11 tuition fees. He reported the ancillary fees were approved by the Student Union and this section of the monitoring report has been updated and approval is requested.

**MOTION:**

“That the Monitoring Report from the President re: Policy EL10 – Tuition Fees be accepted.”

Moved by S. Cole Paterson
Seconded B. Trochimchuk

Carried.

11. **CONSENT AGENDA**

11.1 **Restatement of 2009-10 Budget and Mid-Year Forecast to meet MTCU’s Generally Accepted Accounting Principles (GAAP) Requirement**

The VP of Student and Corporate Services advised the Ministry of Training, Colleges and Universities (MTCU) issued a revised Business Plan operating procedure, which requires Board of Governors’ approval for the 2009-2010 Budgeted Financial Statements restated for the GAAP requirement, for both the annual budget and a November 30th forecast.

**MOTION:**

“That the Board approve the following restated budgeted Financial Statements submitted to the Ministry on July 31, 2009:

a) 2009-2010 Budgeted Balance Sheet;

b) 2009-2010 Budgeted Statement of Operations.

Moved by D. O’Donnell
Seconded P. Sdao

Carried.
MOTION:

“That the Board approve the following restated forecasted Financial Statements submitted to the Ministry on December 18, 2009:

c) 2009-2010 Forecast Balance Sheet;

Moved by B. Trochimchuk
Seconded S. Wintle

Carried.

12. INFORMATION Items

12.1 PRESIDENT’S UPDATE

FEDERAL PERSPECTIVE

ACCC Conference – June 6-8, 2010

The President advised the annual Association of Canadian Community Colleges (ACCC) Conference will be held June 6-8th, 2010. Governors interested in attending the conference were asked to contact the President’s Office.

PROVINCIAL PERSPECTIVE

King Report

This project was commissioned by Colleges Ontario and conducted by Drs. Alan King and Wendy Warren of Queen's University. The primary goal of this research project was to gain insight on the characteristics of young people who do not pursue post secondary education immediately after high school. J. Maundrell reviewed points of interest with the Board. Upon completion, Governors requested an electronic version of the executive summary.

OntarioBuys

OntarioBuys is a program of the Ontario Ministry of Finance that provides funding and advice to the province’s broader public sector to help them modernize their supply chains and back-office processes. B. Backstrom advised that the College is aware of this program and it is respectful of local buyers.
**College Financial Health Indicators**

The Ministry of Training, Colleges and Universities (MTCT) established a Financial Management Working Group with a mandate to provide feedback to MTCU on proposed financial policies and practices that affect the college sector prior to their implementation. B. Backstrom advised if an institution is in an accumulated deficit position and if you meet four of the six indicators, the Ministry will subject your college to a Deficit Recovery Plan.

Governor Logan left the meeting at 11:12 a.m.

**CAAT Pension – Solvency Valuation Exemption**

The Committee of Presidents has been requested to communicate with Ministry officials that solvency valuation is not appropriate for the CAAT Pension Plan. They are seeking permanent exemption for jointly sponsored pension plans.

**LOCAL PERSPECTIVE**

**Enrolment Update**

J. Maundrell advised the College presently has 3,029 full-time students enrolled to date. This number is very close to the revised projections of 3,039.

**Budget Update**

B. Backstrom reviewed the 2009-2010 financial statement and report as of December 31, 2009. He noted a major change may occur with Second Career funding as the Ministry is in the midst of potentially shifting students from this category to Ontario Skills Development. He advised modifications to the narrative report will be italicized in the future. The President advised due to the uncertainty of tuition fees and funding for next year, she may bring forward an in-year operating deficit for Board approval this spring.

**Collaborative Nursing Project Update**

The President advised the College is delivering 50% of the Collaborative Nursing Program. The program is going well and the students are highly satisfied. J. Maundrell was commended on her leadership.
**Community Based Nursing Program**

The President reported funding is available for the next round of the Community Based BScN Program.

**Biomass Project**

The President advised the Northern Ontario Heritage Fund Corporation has committed funds for our Biomass Project and a summary of the project will be included as part of the minutes. (see addendum A)

**President's Community Panel Reports**

The President advised she welcomes Governors' attendance at the upcoming President’s Community Panels. The most recent updates, from each of the regional campuses were attached for the Board’s perusal.

**Greenstone Campus**

The President advised the Greenstone Campus occupies space in the local high school and they now require the space. The Greenstone Community is in the midst of building a new administration building and they have asked Confederation College to work with them as a partner for space rental. The project is on hold and the campus is in the midst of trying to locate interim space until the new building is available.

12.2 **Fundraising Request**

*Note:* This item was tabled at 10:30 a.m. as Governor Logan had to leave the Board meeting early.

The College Foundation liaison, Governor Logan, spoke to the Board of Governors about fundraising for the two million dollar REACH campaign. The Foundation Director, Mark Wright, joined the meeting to assist her with questions from the Board.
13. SELF EVALUATION OF THE GOVERNANCE PROCESS

13.1 B. Trochimchuk was asked to lead the Governors through the evaluation form.


MOTION:

“That the meeting be adjourned.”

Moved by D. O'Donnell
Seconded by B. Trochimchuk
Carried.

The meeting adjourned at 11:35 a.m.

Recorder: Mary Burak

Chair’s Signature
August 2009

BIO-ENERGY PLANT
LEARNING & RESEARCH CENTRE

Northern Ontario Heritage Fund
Corporation Infrastructure and Community
Development Program Proposal

Submitted by Patricia Lang, President,
Confederation College
2.0 Project Details

2.1 Project Summary

**Project Description**

The project will see the construction of a fully functional renewable energy facility that not only supplies the college campus with efficient cleantech energy solutions but also offers a living lab for students and is an impetus for applied research. The centre will create an environment for knowledge transfer among students, regional community leaders, and industry partners as they observe and test “green” energies and bio-products in a functional plant. Confederation College will provide the leadership and the workforce necessary for northwestern Ontario’s emerging green economy.

**Project Objectives**

*A major step along the road to carbon neutrality*

This project will not only address NOHFC’s goals but also germinate integrated solutions to the current economic and environmental crisis. Confederation College’s vision is long-term in duration and national in scope.

The vision is to provide northwestern Ontario with coordinated and collaborative strategies in research, technologies, education and training all of which lead to the economic viability of biomass and other renewable energies and bioproducts to ensure a sustainable, healthy environment for the North. This will be achieved through the construction of an actual biomass plant and complementary solar and geothermal technologies that will provide energy to the college campus.

Confederation College will prepare learners with new knowledge of applied sciences and contemporary skills that will develop a “green workforce”. Green jobs refer to work in a range of sectors such as transportation, construction, energy, services, agriculture, manufacturing and administration that contribute to preserving or restoring the quality of the environment. Green jobs reduce the consumption of energy, raw materials, and water through high-efficiency strategies. Jobs at all levels require new performance and skills qualifications.
To accomplish this goal, the college is undergoing a sweeping and pervasive "greening" process of all its facilities and programs. The Bio-energy Plant Learning and Research Centre will play a key role in this process. While the greening of our college will be systemic and accomplished incrementally, programs are already targeted for change. The college faculty and industry partners are developing curriculum that will educate students for green-collar occupations in a range of sectors. Trades, technology, and business programs will be at the forefront of the curriculum development sweeping the college. Students will access the centre for applications and demonstrations of renewable energy sources and bioproducts. As shown in chart 1 below, job growth globally in the biofuel sector is expected to grow exponentially. We are expecting an even larger industry and job growth in the northwestern Ontario market.

Chart 1: United Nations Green Jobs – Projected Growth

Figure 3: Green jobs in renewable energy 2006 and 2030

Source: Green Jobs - Towards Decent Work in a Sustainable, Low-Carbon World, UNEP/ILO/IOE/ITUC, September 2008

Confederation College intends to be a leader in applied research, assisting communities, businesses and industry to adopt energy-efficient strategies to use in their economic, marketing, and feasibility studies. The centre will offer reliable, high-quality, targeted research, education, and knowledge transfer in biomass production, harvesting, transportation, products, and processes.

In addition, this project is strongly endorsed by Negahneewin College. The prospect of engaging First Nations in the development of environmentally sound products may result in economic development being compatible with traditional values.

The turn-key initiative is composed of a total of six integrated sustainable solutions, all controlled by a state of the art automation system, making it both a very efficient overall plant for the college as well as providing a great opportunity to learn about innovative technologies:

- test bed for bio-fuel and bio-mass equipment for faculty, students and regional businesses to conduct applied research
• solar thermal air heating input into the biomass boiler
• solar photovoltaic and day-lighting system to handle all electricity requirements of the building
• a "green roof" to reduce GHG

Project Objectives

Therefore, Confederation College intends to accomplish the following objectives through this project:

• construct a renewable energy centre that features a fully functional bio-energy plant and education and research facility
• provide the energy needs of the campus
• reducing costs
• reduce net carbon emissions (biomass is a renewable fuel, it is therefore ‘carbon-neutral’, by replacing natural gas with biomass the college will reduce its GHG emissions – a critical requirement to meet it ACUPCC reduction commitment)
• apply recent science and technologies in the utilization of biomass and bio-products and other renewable energies
• generate student interest in “green-collar jobs” and learning through the development of new programs and courses
• coordinate community and academic demonstrations, research strategies and activities
• stimulate business and industry investment in renewable energy solutions
• directly stimulate business through biomass supply agreements (a complete biomass study has been carried out by Honeywell and Ecostrat, a biomass brokerage, we have confirmed good supply of fuel for the next 10+ years)
• revitalize the local economies of communities throughout the region through job creation in renewable energies
Pricing Summary for Biomass Plant:
Costs for Northern Heritage Capital Grant
Biomass Plant Infrastructure Costs $2,626,626
Conversion from electric heating to wood $2,139,557
Total $4,766,183

Project Scope Overview
Mechanical
Installation of Piping/fitting/valves/tanks
Insulation
Expansion Tank
Replacement and re piped of perimeter electrical heat to wood
3 Circulating pumps/motors on existing boilers
3/4" fresh water feed to boiler
Decouple Existing boiler Plant
Main Heating Pump & motor replacement
Complete KOB Biomass Boiler and installation

Electrical
New 100A, 208V, 3 phase feed from sub-station to new building
Pump combination starters for existing & new boilers - 4 in total
Variable Frequency Drives
Upgrade control panel to IP
Connect all motors and sensors, walking floor to control cabinet & compressor
Other Misc Electrical

Structure
Biomass Plant Brick and Glass Building
Solar PV Array with Student Access
Solar Wall
Green Roof
Asphalt
Curtainwall
Miscellaneous Costs (research testbed, student gathering area, etc)
Communications and Awareness of NOFC involvement
Layout of Biomass Plant:

1. South Solar Thermal Wall
2. Biomass Plant
3. Roof Solar Photovoltaic Array
4. Daylighting
5. Green Roof