CONFEDERATION COLLEGE

BOARD OF GOVERNORS' MEETING NO. 472
June 28, 2013

MINUTES

Time: 8:30 a.m. – 12:00 p.m. 
Place: Shuniah Boardroom A219

MEMBERS OF THE BOARD

Dennis Wallace, Chair
Chris Fralick, Vice Chair
Leona Scanlon, Vice Chair
Bill Trochimchuk, Member-at-Large
Marlene Bearinger
Glenn Brassard
Don Campbell
Rodney Dyce
Darlene Furlong
Anne Krassilowsky
J.P. Levesque
Paul Noonan
Doris Rossi
Eric Rutherford
Paula Sdao
Cheryl L. Vaccher
Jim Madder, President
Bob Backstrom, Vice President, Student & Corporate Services, Chief Information Officer and Board Secretary / Treasurer

Videoconference: D. Furlong
Teleconference: D. Campbell
Regrets: G. Brassard, A. Krassilowsky, L. Scanlon, P. Sdao

MEMBERS OF THE STAFF

Present: S. Brenda Small, VP Centre for Policy in Aboriginal Learning
Mary Burak, Executive Assistant & Recorder
Observers: Christine Bates, Executive Director, Strategic Planning & Organizational Development
Sue Prodaniuk, Executive Director, Advancement & Communications

1. **Call to Order**

The meeting was called to order at 8:35 a.m.

2. **Approval of Agenda**

2.1 **Consent Agenda**

2.1.1 **Advisory Committee Minutes**

- Aviation – Flight Management Program
- Office Administration Program
- Pre-Health Sciences Program
- Child and Youth Worker Program
- Police Foundations Program
- Personal Support Worker Program
- Early Childhood Education Program
- Collaborative Community Based BScN Program
- Pre-Service Firefighter Education and Training Program
- Paramedic Program
- Medical Radiography Technology Program
2.1.2 Negahneewin Council Minutes
   • Minutes of May 15, 2013
2.1.3 Advisory Committee Appointments

Governor Levesque requested an addition to the agenda. ‘Information Purposes’ was added under Information items as # 10.5.

MOTION:

“That the revised agenda and consent agenda of Board Meeting No. 472 be approved.”

Moved by C.L. Vaccher
Seconded by J.P. Levesque

Carried.

3. Conflict of Interest

Governor Bill Trochimchuk advised of a possible conflict of interest as he had an integral part in the preparation of the Business Plan.

Secretary’s Note: Conflicts of Interest are declared by Governors pursuant to the Ontario Colleges of Applied Arts and Technology Act, 2002.

Note: Governor Noonan joined the meeting at 8:38 a.m.

4. Chair’s Remarks

The Chair spoke to the following items:

• Governors were thanked for their participation in the local and regional convocation ceremonies.
• The 2nd President’s Community Breakfast was held on June 14th. Governors were thanked for their attendance and they were invited to provide their feedback.
• The Governors’ ACCC Conference report was provided for review at the end of the meeting.
• The Chair drafted a response to the internal Stakeholder Groups as a follow-up to the May 24th joint breakfast meeting was included in the Board package for discussion later in the meeting.
• The Northwestern Ontario Regional Conference will be held in Thunder Bay this fall from September 25 to 27th at the Victoria Inn. The President is awaiting Conference confirmation for the opportunity to present the College Community Report and the College’s Strategic Plan on the morning of September 26th.
• A list of the 2013-14 Board meeting dates was included in the Board package and corresponding meeting notices will be sent accordingly. Due to renovations, the September College’s Community Partners’ Reception may be held off campus. The Coordinating Committee reviewed locations for the October Board Retreat and recommended the Hazelwood Lake Centre.
• The Colleges Ontario Higher Education Summit takes place this year on November 23 & 24th in Toronto. The Colleges Ontario orientation program will take place on November 16th and the morning of September 17th for new and returning Governors. Governors interested in attending these events were asked to advise the President's Office.

• The Chair provided brief comments/observations on the Board evaluation summary. Governors were encouraged to focus on strategic issues.

• The Chair attended the Canadian Forces Liaison Council (CFLC) awards presentation on behalf of the College. The College was presented with two awards by CFLC in Ottawa on May 25th. Confederation was recognized for its policies that support Reserve Forces' members employed in the College and for our making available College facilities during times of crisis – forest fires and floods.

• Board members were advised that Governor Scanlon's Father passed away and that condolences will be provided on the Board's behalf.

5. Approval of Minutes

MOTION:

“That the Board approve the Minutes of Board Meeting No. 470 and No. 471 as distributed.”

Moved by P. Noonan  
Seconded by D. Rossi  
Carried.

5.1 Business Arising – None.

5.2 Monthly Evaluation Summary – Information item.

6. IN-CAMERA

The Chair requested that the meeting move in-camera at 8:50 a.m.

MOTION:

“That the Board move In-Camera.”

Moved by C. Fralick  
Seconded by E. Rutherford  
Carried.
Note: A short break was taken at 10:30 a.m. and the Board reconvened at 10:40 a.m.

7. ENDS DISCUSSION

7.1 President’s Ends Monitoring & Strategic Report 2012-2013

It was noted that approval for the President’s Ends Monitoring and Strategic Report was deferred from the May Board meeting. The President reported some of the metrics were expanded to include other elements as requested.

MOTION:

“That the President’s Ends Monitoring and Strategic Report for 2012-13 be accepted as presented.”

Moved by M. Bearinger
Seconded C. Fralick

Carried.

8. ITEMS FOR DECISION

8.1 Policy Review

8.1.1 EL-2b – Treatment of Staff

Upon the Board’s recommendation, the EL2b Policy was reviewed by the Governance consultant on the wording of double negatives. The suggested modifications were reviewed and accepted.

MOTION:

“That the revised Executive Limitations Policy EL2b – Treatment of Staff – be approved as presented.”

Moved by E. Rutherford
Seconded by P. Noonan

Carried.

8.1.2 BMD-2d Monitoring Executive Performance – No change.
8.1.3 BMD-2e Executive Performance Evaluation & Compensation – No change.

8.2 Election of the Board Executive/Coordinating Committee

The Chair advised the Nominating Committee met to debrief at the end of May followed by a meeting of the Coordinating Committee in June. A summary of nominations was reviewed by the respective Committees.
The Chair, Dennis Wallace, presided over the election process and the list of 
nominations was reviewed.

Dennis Wallace was nominated for the position of Chair and he was asked if he 
would allow his name to stand and he agreed. Chris Fralick withdrew his name. 
Nominations from the floor were called and none were received.

MOTION:

“That the nominations for the position of Chair be closed.”

Moved by E. Rutherford
Seconded by P. Noonan

Carried.

MOTION:

“That Dennis Wallace be acclaimed as Chair of the Board 
for the year 2013/2014.”

Moved by D. Rossi
Seconded by D. Furlong

Carried.

Chris Fralick and Leona Scanlon were nominated for the position of 1st Vice 
Chair. The Chair advised that Governor Scanlon requested her name be 
withdrawn for this position. Governor Fralick was asked if he would allow his 
name to stand and he agreed. Nominations from the floor were called and none 
were received.

MOTION:

“That the Nominations for the position of 1st Vice Chair 
be closed”

Moved by P. Noonan
Seconded by E. Rutherford

Carried.

MOTION:

“That Chris Fralick be acclaimed as 1st Vice Chair of the 
Board for the year 2013/2014.”

Moved by J. P. Levesque
Seconded by C.L. Vaccher

Carried.
Doris Rossi and Leona Scanlon were nominated for the position of 2nd Vice Chair. The Chair confirmed Governor Scanlon’s willingness to let her name stand for this role. Governor Rossi was asked if she would allow her name to stand and she withdrew her name at this time. Nominations from the floor were called and none were received.

MOTION:

“That the Nominations for the position of 2nd Vice Chair be closed”

Moved by E. Rutherford
Seconded by B. Trochimchuk Carried.

MOTION:

“That Leona Scanlon be acclaimed as 2nd Vice Chair of the Board for the year 2013/2014.”

Moved by B. Trochimchuk
Seconded by C. Fralick Carried.

Doris Rossi was nominated for the position of Member-at-Large. Governor Rossi was asked if she would allow her name to stand and she agreed. Nominations from the floor were called and none were received.

MOTION:

“That the Nominations for the position of Member-at-Large be closed.”

Moved by E. Rutherford
Seconded by C. Fralick Carried.

MOTION:

“That Doris Rossi be acclaimed as Member-at-Large for the year 2013/2014.”

Moved by E. Rutherford
Seconded by R. Dyce Carried.
8.3 Other Items for Decision – None.

9. Monitoring

9.1 EL-2e – Financial Planning and Budgeting

The EL-2e report was pre-circulated to the Board and reviewed by the President and Bob Backstrom respectively. At this time, Board members engaged in a discussion on risk management and the steps taken by the College to mitigate risk were provided.

MOTION:

“That the Board has read and accepts the monitoring report for Policy EL-2e Financial Planning and Budgeting, showing full compliance with a reasonable interpretation of the policy.”

Moved by C. Fralick
Seconded by M. Bearinger
Carried.

Business Plan 2013/14

The 2013-2014 Business Plan was pre-circulated to the Board and reviewed by Bob Backstrom.

A PowerPoint presentation was provided by Bob Backstrom outlining the highlights of the Business Plan. Joining him to assist was Mike Gallagher, Director of Budgets and Financial Planning; and Toni Biniaris, Controller.

MOTION:

“That the Budget and Business Plan for 2013-2014 be approved as presented.”

Moved by D. Rossi
Seconded by J.P. Levesque
Carried.

B. Backstrom advised exhibits from the 2013-14 Business Plan require Board approval for submission to the Ministry.
MOTION:

"That the Board of Governors approve the following exhibits from the 2013-2014 Business Plan for submission to the Ministry of Training, Colleges and Universities:

a) March 31, 2014 Budgeted Statement of Financial Position in accordance with Canadian Public Sector Accounting Standards;

b) 2013-2014 Budgeted Statement of Operations in accordance with Canadian Public Sector Accounting Standards;

c) Five-year plan for capital projects and related funding/financing.

Moved by M. Bearinger
Seconded by C. Fralick

Carried.

10. INFORMATION Items

10.1 PRESIDENT’S UPDATE

FEDERAL PERSPECTIVE

ACCC Conference – Governors’ Report
Information item.

10.2 Follow-up re May 24th Meeting with College Stakeholder Groups

The Chair provided a draft response to the College Stakeholder Groups in follow-up to the May 24th breakfast meeting. The Board approved the draft and it will be distributed accordingly.

10.3 2013-14 Draft Agenda Cycle – Information.

10.4 2013-2014 Board Meeting Dates – Information.
10.5 Information Purposes

Governor Leveque advised the Police Services Act is being asked to amend their minimum mandatory education requirement to a university degree. He will investigate the implications to the college sector and provide an update at a later date.

10.6 Recognition of Retiring Governors

On behalf of the Board of Governors, Dennis Wallace brought farewell remarks to the following retiring Governors: Marlene Bearinger and Bill Trochimchuk. Each was presented with a token of appreciation and both were commended for their role on the Board and thanked for their individual contributions.

11. SELF EVALUATION OF THE GOVERNANCE PROCESS

11.1 M. Bearinger was asked to lead the Governors through the evaluation form.


MOTION:

“That the meeting be adjourned.”

Moved by D. Rossi
Seconded by C. Fralick
Carried.

The meeting adjourned at 12:10 p.m.

Recorder: Mary Burak

Chair's Signature

Secretary's Signature