MINUTES OF MEETING:

BOARD OF GOVERNORS’ NO. 491

DATE OF MEETING: JUNE 26, 2015

TIME: 8:30 A.M.

LOCATION: SHUNIAH BOARD ROOM

CHAIR: MR. C. FRALICK

MEMBERS OF THE BOARD

- Peter T. Bishop
- Don Campbell
- Rodney Dyce
- Chris Fralick
- Darlene Furlong
- Laurie S. Hayes
- Peter Kuzyk
- J.P. Levesque
- Jim Madder
- George C. Patterson
- Doris Rossi
- Eric Rutherford
- Leona Scanlon
- Desiree Scheibler
- Ed Schmidtke
- Paula Sdao

MEMBERS OF THE STAFF

- Ken Adams, Vice President - College Services and Treasurer
- Gail Murdock, Vice President - Academic
- S. Brenda Small, Vice President - Centre for Policy in Aboriginal Learning
- Sue Prodaniuk, Executive Director – Advancement and Communications
- Barbara Moro, Executive Assistant and Secretary to the Board of Governors

REGRETS

- Riley Burton

1. CALL TO ORDER

The Chair called the meeting to order at 8:30 a.m.
1. **CALL TO ORDER** (Continued)

The Chair read aloud the following good news story:

Two graduate students from the Broadcasting Television Production program, Jacob Luchies and Justine Clark, took home national awards from the Broadcast Educators Association of Canada (BEAC), which recognized them for production excellence. The award honours outstanding work produced by students and recent graduates of member institutions each year, specifically rewarding them for demonstrating a combination of creativity and technical excellence in the production. Only 12 video and 8 audio awards are presented across Canada. Luchies was presented with the “Video – Series Production” award as producer of Unsigned, which is a two part series that highlights two local artists, including their music videos (also produced by students in the program). Clark received the “Video – Music Video” award as producer of I’m Here Now created for local artist Paul Bundz.

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

2.1 **Consent Agenda**

2.1.1 **Advisory Committee Minutes**

The Minutes of the following Advisory Committee Meetings, for information:
- Broadcasting Television Production Program – November 1, 2014
- Aerospace Manufacturing Program – February 4, 2015
- Film Production Program – March 6, 2015
- Paramedic Program – April 7, 2015
- Educational Support Program – April 13, 2015
- Personal Support Worker Program – April 14, 2015
- Social Service Worker Program – April 15, 2015
- Oral Health Programs – April 27, 2015
- Aboriginal Community Advocacy Program – April 30, 2015
- Police Foundations Program – May 13, 2015
- Pre-Health Sciences Program – May 14, 2015
- Collaborative Community Based BScN Program – May 19, 2015
- Medical Radiography Technology Program – May 21, 2015

2.1.2 **Negahneewin Council Minutes**

The Minutes of the Negahneewin Council Meeting held on March 6, 2015, for information.

2.1.3 **Advisory Committee Appointments**

The Advisory Committee Appointments were provided, for information.
2. **APPROVAL OF THE AGENDA AND CONSENT AGENDA** (Continued)

   MOVED BY: Ms. D. Scheibler  
   SECONDED BY: Mr. D. Campbell  

   THAT the agenda as printed, including any additional information and new business and the consent agenda of the Board of Governors’ Meeting No. 491, to be held on June 26, 2015, be approved.  
   
   CARRIED  

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

   Mr. D. Campbell declared a potential conflict of interest due to the Wellness Centre, as contained in the minutes of the Land Development Working Group as he has a family relation that works for the contractor.  

4. **CHAIR’S REMARKS**

   The Chair made the following announcements at the meeting:  
   - Thank you card from the recipient of the Governors’ award  
   - Thank you to all of the Governors who were able to participated in the local and regional convocation  
   - Northwestern Ontario Regional Conference will be held on September 23 to 25, 2015 at the Victoria Inn in Thunder Bay  
   - Book on side board titled “Learn, Work, Live – Study North” for those that are interested in a copy  

   In addition, the Chair welcomed Georjann Morrisseau to the meeting, as an observer. Ms. Morrisseau will become a Governor on the Board in September.  

5. **MINUTES OF THE PREVIOUS MEETINGS**

5.1 **Board of Governors’ Meetings**

   The Minutes of the Board of Governors’ Meeting Nos. 489 and 490 held on May 22 and June 4, 2015, respectively, for approval.  

   MOVED BY: Ms. L. Hayes  
   SECONDED BY: Ms. D. Rossi  

   THAT the Minutes of the Board of Governors’ Meeting Nos. 489 and 490 held on May 22 and June 4, 2015, respectively, be approved.  
   
   CARRIED
5. **MINUTES OF THE PREVIOUS MEETINGS (Continued)**

5.2 **Business Arising From the Previous Minutes**

There was no business arising from the previous set of minutes.

5.3 **Monthly Evaluation Summary**

The Monthly Evaluation Summary from the meeting held on May 22, 2015, for information.

5.4 **Audit Committee**

Approved and draft Minutes of the Audit Committee Meetings held on November 19, 2014 and May 29, 2015, respectively, for information.

Memorandum from Mr. D. Campbell, Chair – Audit Committee, dated June 15, 2015, relative to providing information and recommendations from the Audit Committee meeting held on May 29, 2015, containing a motion and attaching a copy of a memorandum from Mr. K. Adams, Vice President – College Services and Treasurer relative to the Review of Specific Financial and Human Resource Practices at Red River College - Manitoba Education and Advanced Learning and the revised draft Terms of Reference for the Audit Committee.

Mr. D. Campbell identified that the Audit Committee did not feel that Enterprise Risk Management belonged with the Audit Committee and he asked that the Coordinating Committee review it and reallocate it to another Committee for consideration.

MOVED BY: Ms. L. Hayes
SECONDED BY: Mr. P. Bishop

THAT with respect to the memorandum from Mr. D. Campbell, Chair – Audit Committee, dated June 15, 2015, we recommend that the revised Terms of Reference for the Audit Committee, be approved, as presented.

CARRIED

5.5 **Governance Committee**

Draft Minutes of the Governance Committee Meeting held on April 24, 2015, for information.

5.6 **Land Development Working Group**

Draft Minutes of the Land Development Working Group Meeting held on April 23, 2015, for information only.

Mr. D. Campbell declared a potential conflict of interest and refrained from discussing the above noted item.
6. IN CAMERA

MOVED BY: Ms. D. Rossi
SECONDED BY: Ms. L. Scanlon

THAT the Board of Governors move into an In Camera meeting to receive information relative to a personal matter about an identifiable individual(s).

CARRIED

At 9:07 a.m., the Board moved into an In Camera session.

At 10:01 a.m., the Board resumed open session and held a 10 minute recess until 10:11 a.m.

Ms. D. Scheibler did not return to the meeting room.

6.1 Rise and Report

President’s Evaluation

A discussion was held, relative to the above noted, at the Board of Governors’ (In Camera) meeting held earlier. At that time, the External Governors of the Board were advised that a motion relative to the above noted would be presented in open session, for consideration.

MOVED BY: Ms. D. Rossi
SECONDED BY: Mr. P. Bishop

THAT with respect to the President’s Evaluation, we recommend that Administration proceed as directed in the In Camera Session.

CARRIED

Due to conflict of interest, internal Board Members refrained from discussing or voting on the above noted resolution.

President’s Contract Renewal

A discussion was held, relative to the above noted, at the Board of Governors’ (In Camera) meeting held earlier. At that time, the External Governors of the Board were advised that a motion relative to the above noted would be presented in open session, for consideration.
6. **IN CAMERA** (Continued)

   **President’s Contract Renewal** (Continued)

   
   MOVED BY: Ms. L. Hayes
   SECONDED BY: Ms. L. Scanlon

   THAT with respect to the President’s Contract Renewal, we recommend that the Board of Governors of Confederation College’s contract with Douglas James Madder be renewed as outlined in the In Camera Session.

   CARRIED

   Due to conflict of interest, internal Board Members refrained from discussing or voting on the above noted resolution.

7. **ENDS DISCUSSION**

   There were no Ends Discussions at this meeting.

8. **ITEMS FOR DECISION**

   8.1 **Policy Review**

   - BMD-2d Monitoring Executive Performance
   - BMD-2e Executive Performance Evaluation

   It was requested that the word “yet” be removed from page 2 in BMD-2d Monitoring Executive Performance, on page 2.

   The above noted policies were reviewed and re-confirmed.

   8.2 **Pre-Health Sciences Programs**

   Memorandum from Ms. G. Murdock, Vice President – Academic, dated June 19, 2015, containing a motion relative to the above noted. Ms. G. Murdock provided a verbal overview of this item, at the meeting.

   MOVED BY: Ms. D. Rossi
   SECONDED BY: Ms. L. Scanlon

   THAT with respect to the memorandum from Ms. G. Murdock, Vice President – Academic, dated June 19, 2015, we recommend that the curricula for the Pre-Health Sciences Certificate - Pathways to Certificate and Diploma and Pathway to Diploma and Degree, be accepted.

   CARRIED
8. **ITEMS FOR DECISION** (Continued)

8.3 **Election of Board Executive/Coordinating Committee 2015/16**

Memorandum from Mr. C. Fralick, Chair – Nominating Committee, dated June 4, 2015, outlining the process relative to the above noted.

At the request of the Chair, Governor L. Scanlon assumed the Chair for the election of the Chair.

Mr. Chris Fralick was nominated for the position of Chair and the nomination was accepted. Nominations from the floor were called three times and no further nominations were received.

MOVED BY: Ms. D. Rossi
SECONDED BY: Mr. J.P. Levesque

THAT the nominations for the position of Chair be closed.

CARRIED

MOVED BY: Ms. P. Sdao
SECONDED BY: Ms. G. Patterson

THAT Mr. Chris Fralick be acclaimed as Chair of the Board for the year 2015/16.

CARRIED

Governor C. Fralick resumed the Chair for the remainder of the meeting.

Mr. Don Campbell was nominated for the position of 1st Vice Chair and the nomination was accepted. Nominations from the floor were called three times and no further nominations were received.

MOVED BY: Mr. J.P. Levesque
SECONDED BY: Mr. G. Patterson

THAT the nominations for the position of 1st Vice Chair be closed.

CARRIED
8. ITEMS FOR DECISION  (Continued)

8.3 Election of Board Executive/Coordinating Committee 2015/16  (Continued)

MOVED BY: Ms. L. Scanlon
SECONDED BY: Ms. L. Hayes

THAT Mr. Don Campbell be acclaimed as 1st Vice Chair of the Board for the year 2015/16.

CARRIED

Mr. Eric Rutherford and Mr. George Patterson were the only nominees for the position of 2nd Vice Chair. Mr. G. Patterson withdrew his name for the position of 2nd Vice Chair. Mr. E. Rutherford was asked if he wished his name to stand for the position of 2nd Vice Chair and the nomination was accepted. Nominations from the floor were called three times and no further nominations were received.

MOVED BY: Ms. D. Rossi
SECONDED BY: Mr. P. Bishop

THAT the nominations for the position of 2nd Vice Chair be closed.

CARRIED

MOVED BY: Mr. J.P. Levesque
SECONDED BY: Mr. P. Kuzyk

THAT Mr. Eric Rutherford be acclaimed as 2nd Vice Chair of the Board for the year 2015/16.

CARRIED

Ms. D. Rossi and Mr. George Patterson were the only nominees for the position of Member-at-Large. Ms. Rossi was asked if she wished to have her name stand for the position of Member-at-Large and the nomination was declined. Mr. G. Patterson was asked if he wished his name to stand for the position of Member-at-Large and the nomination was accepted. Nominations from the floor were called three times and no further nominations were received.

MOVED BY: Mr. R. Dyce
SECONDED BY: Mr. P. Kuzyk

THAT the nominations for the position of Member-at-Large be closed.

CARRIED
8. ITEMS FOR DECISION (Continued)

8.4 Election of Board Executive/Coordinating Committee 2015/16 (Continued)

MOVED BY: Mr. R. Dyce
SECONDED BY: Ms. D. Rossi

THAT Mr. George Patterson be acclaimed as Member-at-Large of the Board for the year 2015/16.

CARRIED

Membership of the Executive/Coordinating Committee for the Board of Governors for 2015/16 will be:

- Governor Chris Fralick, Chair
- Governor Don Campbell, 1st Vice Chair
- Governor Eric Rutherford, 2nd Vice Chair
- Governor George Patterson, Member-at-Large

9. MONITORING

9.1 EL2d – Financial Condition and Activities


MOVED BY: Mr. J.P. Levesque
SECONDED BY: Ms. D. Furlong

THAT we accept the monitoring report for Policy EL2d - Financial Condition and Activities showing compliance with a reasonable interpretation of the policy.

CARRIED

9.2 EL2e – Financial Planning and Budgeting

Draft Monitoring Report EL2e – Financial Planning and Budgeting was presented at the April 24, 2015 Board of Governors’ Meeting. At that time, the Board was advised that the final report would be presented at the June 26, 2015 Board of Governors’ meeting for approval.

It was requested that the next time this report comes to the Board, that additional detail on staffing be provided.
9. **MONITORING** (Continued)

9.2 **EL2e – Financial Planning and Budgeting** (Continued)

MOVED BY: Mr. E. Rutherford  
SECONDED BY: Mr. J.P. Levesque

THAT we accept the monitoring report for Policy EL2e - Financial Planning and Budgeting, showing compliance with a reasonable interpretation of the policy.

CARRIED

9.3 **Business Plan 2015/16**

The draft Business Plan 2015/16 was presented at the April 24, 2015 Board of Governors’ Meeting. At that time, the Board was advised that the final report would be presented at the June 26, 2015 Board of Governors’ meeting for approval.

Memorandum from Mr. J. Madder, President, dated June 18, 2015, providing an addendum to the above noted report.

MOVED BY: Ms. L. Scanlon  
SECONDED BY: Mr. E. Rutherford

THAT we approve the Budget and Business Plan for 2015-2016, as presented.

CARRIED

At 11:15 a.m. Mr. J.P. Levesque left the meeting.

9.4 **Proposed Performance Reporting**

Memorandum from Mr. J. Madder, President, dated June 19, 2015, relative to the above noted.

9.5 **EL-2c – Compensation and Benefits**

Monitoring Report EL2c – Compensation and Benefits

MOVED BY: Mr. D. Campbell  
SECONDED BY: Ms. L. Hayes

THAT we accept the monitoring report for Policy EL2c - Compensation and Benefits, showing full compliance with a reasonable interpretation of the policy.

CARRIED
10. INFORMATION ITEMS

10.1 President’s Update

A copy of the President’s Update Report, for information.

Memorandum from Mr. J. Madder, President, dated June 17, 2015, providing information relative to the new student residences.

In addition, Mr. Madder provided the following information:

- Ms. Denise Amyot, CEO and President of CiCan will be visiting the Kenora Campus on July 8, 2015, prior to attending the National Forestry Summit;
- The Ministry of Training, Colleges and Universities will be announcing that they will not be supporting 3-year college degrees or standalone nursing degrees for colleges;
- The Ministry of Training, Colleges and Universities announced a $5 million investment to support the sustainability of Ontario’s nine Aboriginal owned and operated learning institutes; and
- Thunder Bay Regional Research Institute Board of Directors appointed Jim Madder to their Board as Ex-Officio.

Reports from the following Governors providing feedback on the CiCan Conference held in Winnipeg, MB on May 24 to 26, 2015, for information:
- Chris Fralick
- Laurie Hayes
- Eric Rutherford

Page 3 of Mr. Eric Rutherford’s Report was inadvertently missed in the agenda and was emailed to the Board members on Wednesday, June 24, 2015 and placed on the desks.

10.2 Program Advisory Committee Meeting Matrix

A copy of the Program Advisory Meeting Matrix, as at June 9, 2015, for information.

The Board was advised that whether or not the committee achieved quorum will be added to the matrix in the future.

10.3 2014 to 2015 Board Planning Agenda Cycle

A copy of the 2014-2015 Board Planning Agenda Cycle, for information.

10.4 2015-2016 Board Meeting Dates

A listing of the Board of Governors meeting and event dates for the 2015-2016 academic year, for information.
10. INFORMATION ITEMS (Continued)

10.5 Recognition of Retiring Governors

The following outgoing Governors will be recognized at the June 26, 2015, Board of Governors meeting:
- Rodney Dyce
- Leona Scanlon
- Desiree Scheibler
- Paula Sdao

In addition, the Chair acknowledged the retirement of Christine Bates’, Executive Director – Strategic Planning and Organizational Initiatives on June 30, 2015 and thanked her for her hard work and dedication to the college.

11. SELF-EVALUATION OF THE GOVERNANCE PROCESS

11.1 Questions

Ms. D. Furlong reviewed the Self-Evaluation Questionnaire with the Board of Governors.

11.2 Assignment of Evaluation Leader – September 25, 2015

Mr. D. Campbell was assigned Evaluation Leader for the September 25, 2015 Board of Governors’ meeting.

12. NEXT MEETING

The next Board of Governors meeting is scheduled for September 25, 2015.

13. ADJOURNMENT

MOVED BY: Ms. L. Scanlon
SECONDED BY: Mr. R. Dyce

THAT the Board of Governors’ Meeting No. 491 held on June 26, 2015, be adjourned.

CARRIED

The meeting adjourned at 12:07 p.m.