CONFEDERATION COLLEGE

BOARD OF GOVERNORS' MEETING NO. 461
May 25, 2012

MINUTES

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

MEMBERS OF THE BOARD

Gwen DuBois-Wing, Chair  Anne Krassilowsky  Jim Madder, President
Dennis Wallace, Vice Chair  J.P. Levesque  Bob Backstrom, Vice
Paula Sdao, Vice Chair  Paul Noonan  President, Student &
Leona Scanlon, Member-at-Large  Susan Prezio  Corporate Service
Glenn Brassard  Doris Rossi  and Board Secretary /
Don Campbell  John St. Amand  Treasurer
Chris Fralick  Bill Trochimchuk
Meaghan Gibson  Cheryl L. Vaccher

Guests: Marlene Bearinger, Rodney Dyce, Darlene Furlong, Eric Rutherford

MEMBERS OF THE STAFF

Present: Judi Maundrell, Senior VP Academic
S. Brenda Small, VP Aboriginal Relations
Mary Burak, Executive Assistant

1. Call to Order

The meeting was called to order at 8:32 a.m.

2. Approval of Agenda

2.1 Consent Agenda

2.1.1 Advisory Committee Minutes
2.1.2 Negahneewin Council Minutes
2.1.3 Advisory Committee Appointments

MOTION:

"That the agenda and consent agenda of Board Meeting
No. 461 be approved as distributed."

Moved by L. Scanlon
Seconded by D. Wallace  Carried.
Note: Governors Sdao and Trochimchuk joined the meeting at 8:36 a.m.

3. **Conflict of Interest** – Conflict declared under agenda item 9.2.

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

4. **Chair’s Remarks**

   An official welcome to the new incoming Governors: Darlene Furlong, Marlene Bearinger and Rodney Dyce. Eric Rutherford will join the meeting at 10:00 a.m. this morning.

   The College’s 27th Annual Employee Recognition Night was held last night. At this time, the Chair invited Governors’ feedback on the event.

   As Chair of the Nominating Committee, I will be receiving nominations and suggestions for election of the Executive / Board Coordinating Committee. A copy of the memo and nomination form were included in the Board package, and copies for completion were distributed to each Board member this morning. The deadline for submission is June 4, 2012.

   The President will host the first President’s Community Breakfast on June 7th. Breakfast will be available at 7:30 a.m. followed by a presentation by Jim at 8:00 p.m. An invitation was sent to you electronically last week and if you have not done so, please RSVP. As of May 23rd, we have received approximately 180 confirmations.

   You received a media invitation for an event taking place this afternoon at 2:00 p.m. This event was organized by the Canadian Forces Liaison Council and Canada’s senior Reservist, Rear Admiral Jennifer Bennett, will be in attendance. As stated in the invitation: an official signing of documents will take place to formally recognize the adoption of new and supportive employment and academic policies for members of Canada’s Reserve Force.

   As a reminder re ACCC Conference: Last year we requested Governors who attended the conference to submit written reports providing the Board with their feedback and highlights of the conference. The Board members found this very beneficial and we would like this to be a standard practice. Please provide your comments to Mary for collation and a report will be provided at the June Board meeting. Please note that Leona Scanlon has recently passed along her regrets for this conference.

   Governors are reminded to respond to the Convocations invitation. A reminder with the dates will be sent from the President’s Office.
5. **Approval of Minutes**

**MOTION:**

"That the Board approve the Minutes of Meeting No. 459 as distributed."

Moved by C.L. Vaccher
Seconded by C. Fralick
Carried.

5.1 **Business Arising**

Bob Backstrom provided an update on the response from our legal counsel pertaining to Board Liability.

5.2 **Monthly Evaluation Summary** – Information item.

The Chair noted the request for a Mining presentation/forum. This will be planned for the near future.

Also noted was the importance of an Employee Engagement Survey. The Chair suggested consultation with Catherine Raso to identify appropriate information required by the Board before this survey is undertaken. The President noted the monitoring may differ due to the policy revisions currently in progress. As the Board drives the planning process, he advised a copy of the draft survey will be circulated to the Board beforehand for their input.

The Coordinating Committee takes the Board’s evaluation comments under advisement and, as a result of the feedback received over the past few months, the Chair advised that the Committee suggests presentations in the future be limited to 30 minutes in duration.

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 D. Rossi
Seconded J.P. Levesque
Carried.

A short break was taken following the in-camera session and the regular meeting reconvened at 10:05 a.m.
7. **ENDS DISCUSSION**

7.1 **President’s Ends Monitoring & Strategic Report 2011-2012**

The President provided a PowerPoint presentation on the activity for the year 2011-2012. Highlights captured his first year at the College, the transition of a new President with the Board of Governors and his yearly report on the Ends Monitoring Report. The President fielded questions from Governors throughout the presentation.

**MOTION:**

“That the President’s Ends Monitoring and Strategic Report for 2011-12 be accepted.”

Moved by J. St. Amand
Seconded C. Fralick

Carried.

7.2 **Linkage Session with College Stakeholder Groups**

As part of the ownership linkage, the Board of Governors meets annually with the College Stakeholder Groups. The Chair advised questions were drafted based on the feedback from the Negahneewin College engagement earlier this year and pre-circulated to everyone for discussion at today’s meeting.

8. **ITEMS FOR DECISION**


8.2 **Executive Limitations Policy Review** – Currently under review.

8.2 **Board Committee Reports**

- **Governance Committee** – The meeting notes of May 2<sup>nd</sup> were provided for information. The Chair asked for feedback on the policy review process and Governors conceded the process to date has been helpful.

- **Nominating Committee** – The Chair advised the Committee met on May 10<sup>th</sup> to debrief on the interview process undertaken this year and meeting notes were provided accordingly. The following recommendation was tabled for Board approval:
MOTION:

“That the Board of Governors approve the recommendation from the Nominating Committee that the President be a part of the new Governor interviews as a resource.”

Moved by M. Gibson  
Seconded by P. Sdao  
Carried.

8.4 Election of Executive / Coordinating Committee

Annually, in accordance with By-Law #11, the Board of Governors must elect an Executive which serves as the Board Coordinating Committee for the year beginning September 1st. Nomination forms were distributed accordingly and the Nominating Committee will bring a slate of nominations to the June Board meeting. Board members were encouraged to submit their nominations by June 4th.

The Chair advised the Board is seeking three Governors to work together for a brief period to address the following items: (1) President’s Performance Review, (2) Board Retreat Planning and (3) College Campus Land Development. In regard to the Retreat, a questionnaire will be circulated in advance to determine Governors’ preferences regarding discussion topics and/or presentations. Governor Wallace will Chair this group. The Chair will follow-up with an email to ascertain who is interested in participating on this working planning group and will report back next month. Another item for consideration is the possibility of making the Governance Committee a standing committee to deal with these types of decisions.

8.5 Other Items for Decision – None.

9. Monitoring

9.1 EL3 – Compensation

The President reviewed the EL3 Compensation Monitoring Report. Subsequently, the following motion was tabled for approval:

MOTION:

“That the Monitoring Report from the President re: Policy EL3 – Compensation be accepted.”

Moved by P. Sdao  
Seconded by D. Campbell  
Carried.
9.2 **EL4 – Budget Development and Business Plan 2012-2013**

Note: At this time a possible conflict of interest was declared by Governor Trochimchuk as he had an integral part in preparing the financial documents.

The EL4 Budget Development Monitoring Report was reviewed by the President and Bob Backstrom respectively. Subsequently, the following motion was tabled for approval:

**MOTION:**

“That the Monitoring Report from the President re: Policy EL4 – Budget Development be accepted.”

Moved by D. Rossi  
Seconded by C.L. Vaccher  
Carried.

A PowerPoint presentation was provided by Bob Backstrom outlining the highlights of the 2012-2013 Business Plan. Joining him to assist was Mike Gallagher, Director of Budgets and Financial Planning.

The President offered an update on Applied Research for a future meeting in response to Board queries.

Subsequently, the following motion was tabled:

**MOTION:**

“That the Budget and Business Plan for 2012-2013 be approved as presented.”

Moved by J. St. Amand  
Seconded by J.P. Levesque  
Carried.

(Secretary’s Note: During the Business Plan review, the Governors had queried the increase in Administration expenditures, which involved the accounting treatment of the Personal Professional Development Plan carry-over from the previous year. As a result the Business Plan has been updated with minor changes to simplify disclosure of the carry-over and additional narrative has been added for clarification of the increase.)

10. **INFORMATION Items**

10.1 **PRESIDENT’S UPDATE**

PROVINCIAL PERSPECTIVE
Committee of Presidents' (COP) Update

The summary of COP meeting April 30-May 1, 2012 was received as information.

LOCAL PERSPECTIVE

Enrolment Update

An enrolment update was provided in the Business Plan.

10.2 Board Retreat

This was covered under agenda item 8.4.

10.3 2011-12 Agenda Cycle & Governance Discussion Priorities – Information item.

11. SELF EVALUATION OF THE GOVERNANCE PROCESS

11.1 A. Krassilowsky was asked to lead the Governors through the evaluation form.


MOTION:

“That the meeting be adjourned.”

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

The meeting adjourned at 11:57 a.m.

Recorder: Mary Burak

Chair’s Signature

Secretary’s Signature