MINUTES OF MEETING:

DATE OF MEETING: FEBRUARY 26, 2016

TIME: 8:36 A.M.

LOCATION: ROOM 377A

CHAIR: MR. C. FRALICK

MEMBERS OF THE BOARD

Peter T. Bishop (via video conference)
Riley Burton
Don Campbell
Chris Fralick
Darlene Furlong (via video conference)
Laurie S. Hayes
Peter Kuzyk
Jim Madder
George C. Patterson
Doris Rossi
Eric Rutherford
Owen Smith
Jordan Vezeau

MEMBERS OF THE STAFF

Ken Adams, Vice President - College Services and Treasurer to the Board of Governors
Gail Murdock, Vice President - Academic
Sue Prodaniuk, Executive Director – Advancement and Communications
Barbara Moro, Executive Assistant and Secretary to the Board of Governors

GUEST

Ian Smith, Strategy Corp.

REGrets

Wendy Landry
J.P. Levesque
Georjann Morriseau
Ed Schmidtke

1. CALL TO ORDER

The Chair called the meeting to order at 8:36 a.m. and welcomed those in attendance.

Prior to beginning the SWOT Analysis, President J. Madder provided an update on the Provincial Budget announcement yesterday. President Madder advised the Board that Minister Michael Gravelle had invited the House of Commons to hear the budget announcement. He indicated that the provincial government funding in the amount of $10-million to support technology education in northwestern Ontario, to expand the manufacturing program. In addition, he advised that the province had announced free tuition for students with family incomes of $50,000 or less.
2. INTRODUCTION AND WELCOME

President Madder introduced Mr. Ian Smith, Vice President – Strategy Corp. who would be facilitating the SWOT Analysis with the Board of Governors.

Mr. Smith provided an overview of himself and Strategy Corp., the purpose of the meeting, which was to review and discuss the external operating environment and the internal operations and their potential implications to the new strategic plan, how the meeting would be set-up and the ground rules.

The following materials were provided to members of the Board, for review prior to the meeting:
1. Strategic Plan 2013-2016
2. Environmental Scan
3. Results of Manager’s SWOT Analysis – October 13, 2015
4. Ends (Updated November 27, 2015)

The Board was asked to consider the following questions in preparation for the SWOT Analysis:

1. What do you like in the current strategic plan?
2. What do you see as the major challenges or threats facing the College, or the opportunities that the College could/should pursue, over the next 3-5 years?
3. What are the existing strengths of the College that should be built on in the next strategic plan? What are the key weaknesses that need to be addressed to allow the College to successfully move forward?

3. CONDUCTING THE SWOT ANALYSIS

The Board and Senior Team were divided into two teams that brainstormed Opportunities, Threats, Strengths and Weaknesses to the college.

The Board and Senior Team were asked to consider the following questions, for each category, while they worked through their breakout sessions:

- What do you see as the top 5 strengths of the College that should be built on in developing the strategic plan for the next 3-5 years?
- How would you rank these strengths (from 1-5) and why?
- What would the College need to do to build on these strengths?

Following the conclusion of the breakout sessions, the teams highlighted their top five in each category. The results of the SWOT Analysis will be collated by Mr. Smith and provided to the Board.
4. ADJOURNMENT

The SWOT Analysis adjourned at 12:09 p.m.

Chair's Signature

Secretary's Signature