MINUTES OF MEETING: BOARD OF GOVERNORS’ NO. 497

DATE OF MEETING: MARCH 23, 2016

TIME: 8:30 a.m.

LOCATION: THUNDER BAY AIRPORT BOARD ROOM

ACTING CHAIR: MR. E. RUTHERFORD

MEMBERS OF THE BOARD

Peter T. Bishop (via teleconference)
Riley Burton
Don Campbell (via teleconference)
Chris Fralick (via teleconference)
Laurie S. Hayes
Wendy Landry
J.P. Levesque
Jim Madder
Georgjann Morriseau
Doris Rossi
Eric Rutherford
Ed Schmidtke
Owen Smith
Jordan Vezeau

MEMBERS OF THE STAFF

Ken Adams, Vice President – College Services and Treasurer to the Board
Gail Murdock, Vice President – Academic
Sue Prodaniuk, Executive Director – Communications and Advancement
Jeannine Verdenik, Director – Human Resources & Organizational Strategies
Barbara Moro, Executive Assistant and Secretary to the Board of Governors

REGRETS

Darlene Furlong
Peter Kuzyk
George C. Patterson

1. CALL TO ORDER

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

The Chair read aloud the following good news story:

Second-year students in the Tourism – Travel and Eco-Adventure program at Confederation College are unpacking their suitcases after a week-long trip to Peru. Known as a familiarization (FAM) trip to the tourism industry, the intent is to provide an opportunity to practice skills learned in the classroom and to gain a first-hand travel experience that can later be used as a sales tool once students begin their careers. Each year, students in the fourth semester of the program visit a foreign country and engage in voluntourism activities while travelling, to help the local communities they stay in and to emphasize the value of philanthropy.
1. **CALL TO ORDER** (Continued)

Students are exposed to all elements of the industry from airline service and resort accommodations to tours, local attractions and ethnic cuisine. While in Peru, students trekked the Incan ruins of the world-renowned Machu Picchu, rode dune buggies and sand boarded in the Paracas Desert, visited a llama and alpaca farm, and took an environmental tour to the Ballesta Islands where they observed huge colonies of sea birds, sea lions and the Humboldt penguins. They also learned about the history of Spanish conquistadors, visiting the underground world of the San Francisco de Asis catacombs and the Lima Cathedral.

As part of the Humanitarian Aid project with Air Canada, the entire class came together to fill two suitcases with items such as toothbrushes, toothpaste, children’s clothing and shoes, toiletries, candies, toys, school supplies and delivered them to an orphanage called Casa Generacion located in San Bartolo, Peru, which provides a safe home, healthy food, education and art and music classes to abandoned children living on the streets. The class also worked with a local biologist and his environmental group to pick up plastic objects from the bay waters and along the ocean shoreline, with some students taking to surfboards to collect the objects from the water.

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

2.1 Consent Agenda

2.1.1 Program Advisory Committee Matrix

2.1.2 Negahneewin Council

- There are no minutes to be presented at this time.

2.1.3 Advisory Committee Appointments

MOVED BY: JP Levesque
SECONDED BY: Doris Rossi

THAT the agenda as printed, including any additional information and new business and the consent agenda of the Board of Governors’ Meeting No. 497, to be held on March 23, 2016, be approved.

CARRIED

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

Mr. D. Campbell disclosed a potential conflict of interest with respect to the construction of the Student Wellness Centre Project, as a family member is employed by the contractor, but not to the concept of the project.
4. **CHAIR’S REMARKS**

- Congratulations to our Board Chair – Chris Fralick who has accepted a promotion with Ontario Power Generation as Vice President of Regulatory Affairs in Toronto, Ontario.
- Congratulations to Riley Burton who was acclaimed as the Administration Rep on the Board of Governors for September 2016 to August 2019.
- Congratulations to Harsh Malik was acclaimed as the 2016/2017 Student Representative on the Board of Governors. Harsh is also the Senator of Technology on SUCCI.
- Congratulations to Sue Prodaniuk, Executive Director – Communications and Advancement who has announcement that she will be retiring from the college on June 30, 2016.
- Annual meeting with the Internal Stakeholder Groups will take place over lunch following the April Board meeting.
- Presentations were made to the following Governors who received their Good Governance Certificates at the Colleges Ontario Conference in November 2015:
  - Wendy Landry
  - Georjann Morriseau
  - Owen Smith
  - Jordan Vezeau
- NOMA Conference to be held from April 27 to 29, 2016 at the Victoria Inn in Thunder Bay and the CiCan Conference to be held on May 29 to 31, 2016 in Quebec City – If you are interested in attending either of these conferences, please see Barb Moro.
- Reminder of the Tour of ACE following lunch.

5. **MINUTES OF THE PREVIOUS MEETINGS**

5.1 **Board of Governors**

The Minutes of the Board of Governors’ Meeting No. 495 and the SWOT Analysis Meeting No. 496 held on January 22, 2016 and February 26, 2016, respectively, for approval.

MOVED BY: Doris Rossi
SECONDED BY: Wendy Landry

THAT the Minutes of the Board of Governors’ Meeting No. 495 and the SWOT Analysis Meeting No. 496 held on January 22, 2016 and February 26, 2016, respectively, be approved.

CARRIED

5.2 **Business Arising**

There is no business arising from the previous set of minutes.
5. **MINUTES OF THE PREVIOUS MEETINGS** (Continued)

5.3 **Monthly Evaluation Summary**

The Monthly Evaluation Summary from the meeting held on January 22, 2016, for information.

5.4 **Land Development Working Group**

Minutes of the Land Development Working Group Meeting, held on January 21, 2016, for information.

5.5 **Governance Committee**

Minutes of the Governance Committee Meeting held on January 22, 2016, for information.

6. **IN CAMERA**

MOVED BY: Wendy Landry
SECONDED BY: Owen Smith

THAT we move into an In Camera Meeting in order to receive information relative to an identifiable individuals and security of the property of the organization.

CARRIED

At 9:53 a.m., the Board moved in an In Camera Session.

At 10:25 a.m., the Board resumed Open Session and held a recess until 10:40 a.m.

6.1 **Rise and Report**

**Student Wellness Centre Project**

A copy of the confidential Business Case — Executive Summary for the Student Wellness Centre Project was presented at the In Camera meeting held earlier. At that time, the Board was advised that the motions contained in the business case would be presented in open session for consideration.

MOVED BY: Chris Fralick
SECONDED BY: Peter Bishop

THAT the Board approve the construction of the Student Wellness Centre Project subject to approval under Section 28 of the *Financial Administration Act*.

CARRIED

Don Campbell disclosed a potential conflict of interest relative to the above motion, and refrained from discussing or voting on it.
6. **IN CAMERA (Continued)**

6.1 **Rise and Report**

**Student Wellness Centre Project**

MOVED BY: Doris Rossi  
SECONDED BY: Ed Schmidtke

THAT the Board approve the execution of the $8.5M SUCCI agreement subject to approval under Section 28 of the *Financial Administration Act*.

CARRIED

MOVED BY: JP Levesque  
SECONDED BY: Jordan Vezeau

THAT the Board approve the request to seek Section 28 approval for financing for up to $10.6 million from the OFA and to enter into contracts that contain contingent liabilities.

CARRIED

**Sioux Lookout High School Co-Location Project**

A copy of the confidential Business Case – Executive Summary for the Sioux Lookout High School Co-Location Project was presented at the In Camera meeting held earlier. At that time, the Board was advised that the motions contained business case would presented in open session for consideration.

MOVED BY: Owen Smith  
SECONDED BY: Laurie Hayes

THAT the Board approve the Sioux Lookout High School Co-location Project subject to approval under Section 28 of the *Financial Administration Act*.

CARRIED

MOVED BY: Laurie Hayes  
SECONDED BY: Owen Smith

THAT the Board approve the request to seek Section 28 approval for financing for up to $1.050 million from the OFA and to enter into contracts that contain contingent liabilities.

CARRIED
6. **IN CAMERA** (Continued)

6.1 **Rise and Report** (Continued)

**Board of Governors’ Employee Awards**

Confidential memorandum from Ms. Courtney Krawec, Employee Health & Wellness Consultant, dated March 7, 2016, relative to the Board of Governors’ Employee Awards was presented at the In Camera meeting held earlier. At that time, the Board was advised that a motion to approve the awards would be presented in open session for consideration.

MOVED BY: Laurie Hayes
SECONDED BY: Chris Fralick

THAT with respect to the confidential memorandum from Ms. Jeannine Verdenik, Director – Human Resources and Organizational Development, dated March 7, 2016, we recommend that the 2015/2016 Board of Governors’ Employee Awards of Excellence be approved, as recommended.

CARRIED

7. **ENDS DISCUSSION**

7.1 **Results of SWOT Analysis**

The results of the SWOT Analysis held on Friday, February 26, 2016, for information.

7.2 **2016-2020 Draft Strategic Plan**

Memorandum from Dr. J. Madder, President, dated March 18, 2016, attaching a copy of the 2016-2019 Draft Strategic Plan. President Jim Madder gave a presentation relative to the above noted. A copy of the presentation was placed on the desks.

8. **ITEMS FOR DECISION**

8.1 **Policy Review**

The following Board of Governors’ Policies was presented for routine content review:

- EL2a – Treatment of Learners

MOVED BY: Peter Bishop
SECONDED BY: Georjann Morriseau

THAT we recommend that the content of the following policy be re-confirmed, as presented:

- EL2a – Treatment of Learners

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

8.2 **Industrial Manufacturing Processes**

The Industrial Manufacturing Processes Board of Governors' Certificate New Program Proposal Executive Summary.

MOVED BY: Ed Schmidtke
SECONDED BY: Doris Rossi

THAT the Industrial Manufacturing Processes Board of Governors' Certificate Program be approved, as presented.

CARRIED

Mr. Riley Burton, Chair - School of Engineering, Technology and Trades requested to be recorded as having abstained from voting on the above motion, as the program falls under the School of Engineering, Technology and Trades.

At 11:30 a.m. Peter Bishop left the meeting.

8.3 **Indigenous Governance and Public Administration (One Year) Post Diploma Program**

The Indigenous Governance and Public Administration (One Year) Post Diploma Program Proposal Executive Summary.

MOVED BY: Wendy Landry
SECONDED BY: Georjann Morriseau

THAT the Indigenous Governance and Public Administration (One Year) Post Diploma Program, be approved as presented.

CARRIED

9. **MONITORING**

9.1 **EL-2b – Treatment of Staff**

Monitoring Report EL-2b Treatment of Staff, for approval.

Concerns were raised relative to the low percentage of staff who know or can easily find out what options I have in the event that I feel I have been exposed to wrongful conditions. It was the consensus of the Board, that the President come back to the Board in April to identify how to increase staff awareness relative to this matter.
9. **MONITORING** (Continued)

9.1 **EL-2b – Treatment of Staff** (Continued)

MOVED BY: JP Levesque  
SECONDED BY: Jordan Vezeau

THAT we accept Report EL2b – Treatment of Staff to the Board, showing full compliance with a reasonable interpretation of the policy.

CARRIED

Don Campbell requested to be recorded as having abstained from voting on the above noted motion.

At 11:50 a.m., Riley Burton left the meeting room.

9.2 **EL-2g – Communications & Support to the Board**

Monitoring Report EL-2g – Communications & Support to the Board, for approval.

MOVED BY: Jordan Vezeau  
SECONDED BY: Owen Smith

THAT we accept Report EL2g – Communications & Support to the Board, showing full compliance with a reasonable interpretation of the policy.

CARRIED

9.3 **EL-2f – Asset Protection**

Monitoring Report EL-2f – Asset Protection, for approval.

MOVED BY: Doris Rossi  
SECONDED BY: Wendy Landry

THAT we accept Report EL2f – Asset Protection to the Board, showing full compliance with a reasonable interpretation of the policy.

CARRIED

At 11:55 a.m., Peter Bishop returned to the meeting.
9. **MONITORING** (Continued)

9.4 **EL-2d – Financial Condition and Activities**

Monitoring Report EL-2d – Financial Condition and Activities, for approval.

MOVED BY: Ed Schmidtko
SECONDED BY: Owen Smith

THAT we accept Report EL2d – Financial Condition and Activities, showing full compliance with a reasonable interpretation of the policy.

CARRIED

10. **INFORMATION ITEMS**

10.1 **President’s Update**

Local/Provincial/Federal Perspective

- Memorandum from the President, dated March 11, 2016, providing an overview of the upcoming events.

Jim Madder, President provided an overview of the following:
- TEC Hub Funding
- Success of Aboriginal Students
- Federal Budget Announcement
- Withdrawal of OPSEU’s application to organize part-time staff across province
- Confederation College Curling Team

10.2 **2015 to 2016 Board Planning Agenda Cycle**

A copy of the 2015-2016 Board Planning Agenda Cycle, for information.

11. **SELF-EVALUATION OF THE GOVERNANCE PROCESS**

11.1 **Questions**

Ms. W. Landry reviewed the questions with the Board.

11.2 **Assignment of Evaluation Leader – April 22, 2016**

J.P. Levesque has been assigned as Evaluation Leader for the Board of Governors Meeting on April 22, 2016.

12. **NEXT MEETING**

The next Board of Governor’s Meeting is scheduled to be held on Friday, April 22, 2016.
13. **ADJOURNMENT**

MOVED BY: JP Levesque  
SECONDED BY: Owen Smith

THAT the Board of Governors' Meeting No. 497 held on March 23, 2016, be adjourned.

CARRIED

The meeting adjourned at 12:26 p.m.