MINUTES OF MEETING: BOARD OF GOVERNORS' NO. 513

DATE OF MEETING: SEPTEMBER 13, 2017

TIME: 8:30 A.M.

LOCATION: SHUNIAH BOARD ROOM

CHAIR: MR. G. PATTERSON

MEMBERS OF THE BOARD

Jodi Afonso
Peter Bishop
Riley Burton
Laurie Hayes
Wendy Landry
Jim Madder
Lori Maki (via teleconference)
Kristen Oliver
George Patterson
Ron Perozzo
Eric Rutherford
Ed Schmidlke
Owen Smith
Trevor Warren

MEMBERS OF THE STAFF

Ken Adams, Vice President - College Services and
  Treasurer to the Board of Governors
Patti Pella, Vice President – Academic
Toni Biniaris, Director – Finance
Leslie MacGregor, Associate Dean - Learning
  Resources Division - School of Access &
  Success
Barbara Greer, Executive Assistant and Secretary
  to the Board of Governors

REGRETS

Darlene Furlong
Georjann Morriseau
Dan Topatigh

1. CALL TO ORDER AND GOOD NEWS STORY

The Chair called the meeting to order by acknowledging that we are on the traditional land of the Anishinawbe people, those of Fort William First Nations and other nations of the Robinson Superior Treaty of 1850.

The Board of Governors introduced themselves to the new Governors at the meeting.
1. CALL TO ORDER AND GOOD NEWS STORY (Continued)

GOOD NEWS STORY

The Chair of the Board provided an overview of the Homecoming celebrations that are scheduled to celebrate the 50th Anniversary of Confederation College beginning on Thursday, September 21, 2017 through to Sunday, September 24, 2017. A copy of the itinerary was distributed at the meeting.

2. APPROVAL OF THE AGENDA AND CONSENT AGENDA

2.1 Consent Agenda

2.1.1 Negahneewin Council (September 23 and December 7, 2016)
2.1.2 Advisory Committee Appointments
2.1.3 2016/2017 Annual Report

MOVED BY: Eric Rutherford
SECONDED BY: Wendy Landry

THAT the agenda as printed, including any additional information and new business and the consent agenda of the Board of Governors’ Meeting No. 513, to be held on September 13, 2017, be approved.

CARRIED

3. DECLARATION OF POTENTIAL CONFLICT OF INTEREST

There were no declarations of potential conflict of interest.

4. CHAIR’S REMARKS

The Chair announced the following:
• Reminder to the Governors of the upcoming Community Partners Event to be held on Thursday, September 21 – Tickets must be purchased – details on invitation provided

Correspondence provided:
• Strategic Plan Calendars
• Copy of the Board contact list in hard copy
• Colleges Centre of Board Excellence Program – 2017/18
• Supplement to the Manual for Effective College Governance

Orientation was held yesterday for new governors and veteran Governors were requested to make themselves available to provide mentorship for the new governors
5. **MINUTES OF THE PREVIOUS MEETINGS**

The Minutes of the Board of Governors’ Meeting No. 511 held on June 23, 2017, for approval.

MOVED BY: Peter Bishop  
SECONDED BY: Lori Maki

THAT the Minutes of the Board of Governors’ Meeting No. 511 held on June 23, 2017, be approved.

CARRIED

5.1 **Business Arising**

There was no business arising from the previous meeting.

5.2 **Monthly Evaluation Summary**

The Monthly Evaluation Summary from the meeting held on June 23, 2017, for information. The Chair of the Board encouraged the Governors to make comment on the last question “Is there one thing that the Board can do better?”

5.3 **Governance Committee**

An overview of the Governance Committee workshop held September 12, 2017 was provided by the Committee Chair, Laurie Hayes. Ms. Hayes indicated that the Governance Committee had met with Governance Consultant, Catherine Raso and she assisted the committee in working on a new Board of Governors Self-Evaluation. The Committee will bring forward additional information at the Board of Governors meeting in November on its implementation.

6. **IN CAMERA**

MOVED BY: Laurie Hayes  
SECONDED BY: Wendy Landry

THAT the Board of Governors move into an In Camera meeting to receive information relative to an identifiable individual, solicitor-client privilege and other matters of pertaining to the organization.

CARRIED

The Board moved into an In Camera Session at 8:47 a.m.

At 10:18 a.m. the Board reverted back to Open Session.
6. **IN CAMERA** (Continued)

6.1 **Rise and Report**

**Human Resources**

At the Board of Governors (In Camera) meeting, the above discussion took place. At that time, the Board was advised that a motion would be presented in open session, for consideration.

MOVED BY: Wendy Landry  
SECONDED BY: Eric Rutherford

THAT with respect to the memorandum from Ms. J. Verdenik, Director – Human Resources and Organizational Development, dated August 21, 2017, we recommend that Administration and the Coordinating Committee, plus Laurie Hayes, proceed as directed.

CARRIED

Due to conflict of interest, the internal Governors did not vote on the above noted motion.

**Executive Compensation**

At the Board of Governors (In Camera) meeting, the above discussion took place. At that time, the Board was advised that a motion would be presented in open session, for consideration.

MOVED BY: Laurie Hayes  
SECONDED BY: Eric Rutherford

THAT we approve, in principle, the draft Executive Compensation Program for Confederation College, as amended at the Board of Governors (In Camera) meeting on September 13, 2017, pending final revision to Section 5 where additional information is forthcoming from the College Employer Council.

CARRIED

Due to conflict of interest, the internal Governors did not vote on the above noted motion.

At 10:22 a.m., the Board held a 10 minute break.
7. ENDS DISCUSSION

7.1 Linkage Session with College Stakeholder Groups

The Board was advised that a luncheon and information sharing session will be held in Rumours Dining Room from 12:00 to 1:30 p.m., immediately following the meeting. An agenda was provided and will be made available at the luncheon.

7.2 Negahneewin Education Circle

Ms. Leslie MacGregor, Associate Dean, Learning Resources Division appeared before the Board, gave a presentation and responded to questions relative to the above noted.

8. ITEMS FOR DECISION

8.1 Policy Review

At the request of the Governance Committee, at the May 15, 2017, Coordinating Committee Meeting, the Committee agreed that regular review of GP and BMD Policies be deferred until the Governance Committee review is completed.

The following polices are being presented for review and confirmation.
  • EL-2c - Compensation and Benefits
  • EL-2e - Financial Planning and Budgeting

MOVED BY: Kristen Oliver
SECONDED BY: Riley Burton

THAT we recommend that the content of the following policies be re-confirmed, as presented:
  • EL-2c - Compensation and Benefits
  • EL-2e – Financial Planning and Budgeting

CARRIED

8.2 Program Advisory Committee Orientation
Package and Operation Procedures

Memorandum from the Secretary to the Board, dated September 9, 2016, containing a motion and attaching a copy of the Program Advisory Committee Orientation Package and the Program Advisory Operation Procedures Manual, for approval.
8. ITEMS FOR DECISION (Continued)

8.2 Program Advisory Committee Orientation Package and Operation Procedures

MOVED BY: Peter Bishop
SECONDED BY: Ron Perozzo

THAT with respect to the memorandum from the Secretary to the Board, dated September 9, 2017, we recommend that approval of the revised Program Advisory Committee Orientation Package and Operation Procedures manuals, be deferred to the November 8, 2017 Board of Governors meeting.

CARRIED

8.3 New Board Members – Appointment and Confirmation

Memorandum from Mr. G. Patterson, Chair, addressed to the Board of Governors, dated September 6, 2017, relative to the above noted.

MOVED BY: Kristen Oliver
SECONDED BY: Eric Rutherford

THAT the Board welcome and confirm the appointments of the following new and renewing Governors to the Board of Governors for Confederation College:

- Jodi Afonso, Student Appointee
- Peter Bishop, LGIC Appointee;
- Laurie Hayes, LGIC Appointee;
- George Patterson, Appointed by the Board
- Ed Schmidtke, LGIC Appointee;
- Dan Topetigh, Appointed by the Board; and
- Trevor Warren, Faculty Appointee.

CARRIED

8.4 Membership of the Executive (Coordinating Committee)

Memorandum from Mr. G. Patterson, Chair, dated September 9, 2017, relative to the above noted.

MOVED BY: Ron Perozzo
SECONDED BY: Eric Rutherford

THAT we recommend that Dan Topetigh be appointed as the 2nd Member-at-Large to the Executive/Coordinating Committee, for the academic year 2017/2018.

CARRIED
8. ITEMS FOR DECISION (Continued)

8.5 Board Committee Appointments

Memorandum from Mr. G. Patterson, Chair, dated September 9, 2017, containing a motion for consideration, relative to the membership of Board Committees and attaching:
- Board Committee Chart,
- Board Committee Matrix; and
- Terms of Reference for the five committees.

MOVED BY:
SECONDED BY:

THAT with respect to the memorandum from Mr. G. Patterson, Chair, dated September 9, 2017, relative to Board Committee Appointments, we recommend that the following Governors be appointed to the following committees:

Nominating Committee: President's Evaluation Committee:

1. George Patterson
2. Lori Maki
3. Darlene Furlong
4. Ron Perozzo
5. Don Campbell - Outside Non-Voting Member
1. George Patterson
2. Laurie Hayes
3. Wendy Landry
4. Kristen Oliver
5. Ed Schmidtke

Audit Committee: Governance Committee:

1. Laurie Hayes
2. George Patterson
3. Ron Perozzo
4. Eric Rutherford
5. Dan Topatigh
1. Laurie Hayes
2. Peter Bishop
3. George Patterson
4. Ed Schmidtke
5. Riley Burton
6. Jodi Afonso

Endowment Funds Committee Representative:

1. Eric Rutherford

AND THAT the name of the Land Development Working Group be changed to the President's Working Group;

AND THAT membership of the President's Working Group be completed on an Ad Hoc basis, depending on subject matter.

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

8.6 **Strategic Mandate Agreement**

A copy of the Strategic Mandate Agreement, between Confederation College of Applied Arts and Technology and the Ministry of Advanced Education and Skills Development 2017-2020, for review and approval.

MOVED BY: Eric Rutherford  
SECONDED BY: Lori Maki

THAT we approve the Strategic Mandate Agreement between Confederation College of Applied Arts and Technology and the Ministry and Advanced Education and Skills Development 2017-2020.

MOVED BY: Ed Schmidtke  
SECONDED BY: Riley Burton

THAT with respect to the Strategic Mandate Agreement between Confederation College of Applied Arts and Technology and the Ministry and Advanced Education and Skills Development 2017-2020, we recommend that the motion be amended to approve the document in principle, pending clarification of the language and metrics;

AND THAT the Chair of the Board write a letter of support of the document and clarity of the plan.

CARRIED

MOVED BY: Eric Rutherford  
SECONDED BY: Lori Maki

THAT we approve, in principle, the Strategic Mandate Agreement between Confederation College of Applied Arts and Technology and the Ministry of Advanced Education and Skills Development 2017-2020, pending clarification of the language and metrics;

AND THAT the Chair of the Board write a letter of support of the document and clarity of the plan.

CARRIED

9. **MONITORING**

There are no monitoring reports scheduled for this meeting.
10. INFORMATION ITEMS

10.1 President's Update

Local/Provincial/Federal Perspective

- Memorandum from the President, dated September 9, 2017, providing an overview of the upcoming events.
- Indigenous Education Symposium, October 26 and 27, 2017
- Premier's Award Nominees for 2017

A copy of the draft agenda for the NOMA Regional Conference to be held September 20 to 22, 2017 at the Victoria Inn, Thunder Bay. All Governors are welcome to attend and were asked to contact the President’s Office if they wished to register.

The Annual 2017 Higher Education Summit will be held in Toronto at the Sheraton Centre Toronto Hotel. A copy of the following is provided for information:

- Pre-Conference Agenda to be held on Saturday, November 25 to Sunday, November 26, 2017
- Conference agenda to be held on Sunday, November 26 to Monday, November 27, 2017
- Post-Conference Agenda to be held on Tuesday, November 27, 2017

Preference is given to new Governors, however, Governors that were unable to attend last year, due to the snow storm will be re-registered if they wish.

10.2 Colleges Ontario Bus – Amazing 50 Campus Tour

The Colleges Ontario – Amazing 50 Campus Tour will be at Confederation College on September 13, 2017 from 10:00 a.m. to 3:00 p.m. Members of the Board of Governors are asked to join the bus at 1:30 p.m., immediately following lunch. The media has been invited at that time. Information on the tour was provided in the agenda.

10.3 2017 to 2018 Board Planning Agenda Cycle

A copy of the draft 2017-2018 Board Planning Agenda Cycle, for information.

11. SELF-EVALUATION OF THE GOVERNANCE PROCESS

11.1 Questions

Eric Rutherford reviewed the questions with the Board.

11.2 Assignment of Evaluation Leader – November 8, 2017

Georjann Morriseau was assigned as Evaluation Leader for the November 8, 2017 Board of Governors meeting.
12. **NEXT MEETING**

The Board of Governors' Annual Retreat is scheduled for Tuesday, November 7, 2017 at Nor'wester View Hotel from 8:30 a.m. until 4:30 p.m.

The Board of Governors' Meeting will follow the next day on Wednesday, November 8, 2017 in the Shuniah Board Room at Confederation College from 8:30 a.m. until 12:00 Noon.

13. **ADJOURNMENT**

   MOVED BY: Lori Maki
   SECONDED BY: Eric Rutherford

   THAT the Board of Governors' Meeting No. 513 held on September 13, 2017, be adjourned.

   CARRIED

[Signatures]

Chair's Signature

Secretary's Signature