MINUTES OF MEETING: BOARD OF GOVERNORS’ NO. 528

DATE OF MEETING: MAY 8, 2019
TIME: 8:34 A.M.
LOCATION: SHUNIAH BOARD ROOM

ACTING CHAIR: PETER BISHOP

MEMBERS OF THE BOARD
Riley Burton
Tesa Fiddler
Laurie Hayes
Sheryl Hoshizaki
Kathleen Lynch
Kristen Oliver
Ron Perozzo
George Patterson
Owen Smith (via teleconference)
Dan Topatigh
Trevor Warren

REGRETS
Peter Bishop
Ed Schmidtke
Daryl Skworchinski
Archana Salim

MEMBERS OF THE STAFF
Michelle Salo, Vice President – Finance and Administration and Treasurer of the Board
Toni Biniaris, Director – Finance
Barbara Greer, Executive Assistant to the President and Secretary to the Board of Governors

GUESTS
Richard Gemmill, Dean – School of Business, Hospitality and Media Arts
Gaurav Ganjoo, Student Governor Appointee

1. CALL TO ORDER AND GOOD NEWS STORY

George Patterson, Past Chair called the meeting to order and introduced the following:
- Michelle Salo, Vice President – Finance and Administration;
- Richard Gemmill, Dean – School of Business, Hospitality and Media Arts who has been elected as the new Administrative Representative on the Board of Governors replacing Riley Burton in September; and
- Gaurav Ganjoo, who has been elected as the new student representative for the 2019-2020 Academic Year replacing Archana Salim in September.

The Past Chair
2. **CALL TO ORDER AND GOOD NEWS STORY** (Continued)

**Good News Story**

On April 25, 2019 Confederation College was proud to host a celebration and feast to honour the success of its Indigenous graduates. It was an opportunity for the College community, who have played a role in supporting Indigenous students, to come together and congratulate them on their achievement.

More than 250 Indigenous students will graduate in the class of 2019. This number comes from those Indigenous students who have self-identified with Confederation College over the course of their studies.

This year marks the first Indigenous Graduation Celebration event, one organizers hope will become an annual tradition. The College thanks the Oshki Anishnawbeg Student Association, Seven Generations Education Institute and Thunderbird Friendship Centre for their support of the event.

More than 150 people took part in the evening, which included dinner, drumming, songs and speeches from graduates, alumni and College administration. Graduates were presented with blankets as keepsakes to remember the event and their accomplishments.

A copy of the Indigenous Graduation Celebration event booklet was distributed at the meeting.

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

2.1 **Consent Agenda**

3.1.1 Program Advisory Committee Matrix  
3.1.2 Advisory Committee Appointments  
3.1.3 Negahneewin Council  
3.1.4 Board Agenda Planner 2018/2019  
3.1.5 Monthly Evaluation Summary  
3.1.6 Governance Committee – March 26, 2019  
3.1.7 Internal Stakeholder Luncheon Agenda

Addition to the agenda:
- Financial Update – Under 10.4  
- Memorandum from K. Oliver, Chair, dated May 8, 2019, containing an alternate motion relative to meeting dates

MOVED BY: Sheryl Hoshizaki  
SECONDED BY: Trevor Hoshizaki

THAT the agenda as printed, including any additional information and new business and the consent agenda of the Board of Governors’ Meeting No. 529, to be held on May 8, 2019, be approved, as amended.

CARRIED
4. DECLARATION OF POTENTIAL CONFLICT OF INTEREST

There were no declarations of potential conflict of interest.

5. CHAIR’S REMARKS

The Chair made the following remarks:

- Reminder of the President’s Breakfast which is scheduled for Wednesday, May 29, 2019 at the Victoria Inn. If you need assistance registering, please contact Barb.
- Reminder to the Governors to contact Barb regarding attendance at the Thunder Bay and Regional Convocations. Please contact Barb if you are planning on attending any of the convocation ceremonies.
- A Nomination Form was available in the meeting room, relative to the upcoming election in June for the Board Executive. Please give back return at the end of the meeting or return to Barb by May 29, 2019.
- You will have received a memorandum from me relative to the President’s Ends Monitoring Report / Performance Review. The Evaluation Form can be returned in the confidential envelope at the end of the meeting or by fax or email to Barb Greer by Tuesday, May 15. We would like 100% compliance. We can discuss this in greater detail in the In Camera meeting.

5. MINUTES OF THE PREVIOUS MEETINGS

5.1 Board of Governors

The Minutes of the Board of Governors’ Meeting No. 528 held on April 10, 2019, for approval.

MOVED BY: Sheryl Hoshizaki
SECONDED BY: George Patterson

THAT the Minutes of the Board of Governors’ Meeting No. 528 held on April 10, 2019, be approved.

CARRIED

5.2 Business Arising

5.2.1 EL-2h – Emergency Executive Succession

Monitoring Report EL-2h Emergency Executive Succession was presented at the April 10, 2019 Board of Governors’ Meeting, for approval. At that time, the Board passed a motion deferring the approval of EL-2h – Emergency Executive Succession to the next meeting.

EL-2h – Emergency Executive Succession, re-presented.

Memorandum from Kathleen Lynch, President, dated April 30, 2019, providing additional information relative to the above noted.
5. **MINUTES OF THE PREVIOUS MEETINGS** (Continued)

5.2 **Business Arising**

5.2.1 **EL-2h – Emergency Executive Succession**

MOVED BY: George Patterson  
SECONDED BY: Dan Topatigh  
THAT we accept Report EL2h – Emergency Executive Success, showing full compliance with a reasonable interpretation of the policy.

CARRIED

6. **IN CAMERA**

MOVED BY: Sheryl Hoshizaki  
SECONDED BY: George Patterson  
THAT we move into an In Camera Meeting in order to receive information relative to an identifiable individual(s).

CARRIED

The Board moved into an in camera meeting at 8:56 a.m.

6.1 **Rise and Report**

The Board moved out of resumed open session at 9:07 a.m.

**Board of Governors Employee Awards of Excellence**

Confidential memorandum from Ms. A. Hynnes, Manager – Human Resources, dated May 3, 2019, relative to the above noted was presented at the In Camera session.

At that time, the Board was advised that the following motion would be presented in open session for approval, for consideration.

MOVED BY: George Patterson  
SECONDED BY: Dan Topatigh  
THAT with respect to the confidential memorandum from Ms. A. Hynnes, Manager – Human Resources, dated May 3, 2019, we recommend that the 2018/2019 Board of Governors’ Employee Awards of Excellence be approved, as recommended.

CARRIED
7. **ENDS DISCUSSION**

7.1 **Contract Training and Regional/Distant Education Programming**

Anne Renaud, Dean – School of Access and Success and Carol Cline, Chair – Academic Upgrading were in attendance, gave a presentation and responded to questions relative to the above noted.

A copy of the presentation was placed on the desks.

At 10:05 a.m., the Board held a 10-minute recess.

Owen Smith left the meeting after the break.

7.2 **2018/2019 President’s Monitoring Report**


A copy of the presentation relative to the above noted, was placed on the desks.

A copy of the Negahneewin Student Services Winter and Spring 2019 Report was distributed at the meeting.

Kathleen Lynch, President appeared before the Board, gave a presentation and responded to questions, relative to the above noted.

MOVED BY: Dan Topatigh  
SECONDED BY: Sheryl Hoshizaki

THAT we accept the President’s Ends Monitoring and Strategic Report for 2018-19, as presented.

CARRIED

8. **ITEMS FOR DECISION**

8.1 **Dates of Board Meetings**

Memorandum from the Chair of the Board of Governors, dated May 8, 2019, relative to the above noted.

An additional memorandum from the Chair of the Board, dated May 8, 2019 containing an alternative motion relative to the above noted was placed on the desks.
8. **ITEMS FOR DECISION** (Continued)

8.1 **Dates of Board Meetings**

MOVED BY: Sheryl Hoshizaki  
SECONDED BY: George Patterson  

THAT with respect to the memorandum from Kristen Oliver, Chair, dated May 8, 2019, containing an alternate motion relative to the 2019/2020 Board of Governors Meetings and Retreat Dates, we recommend the following Board Meeting schedule for 2019/2020 academic year be approved:

- Wednesday, September 11, 2019  
- Wednesday, October 9, 2019 (All Day Retreat)  
- Wednesday, November 13, 2019  
- Wednesday, January 8, 2020  
- Wednesday, February 12, 2020  
- Wednesday, March 11, 2020  
- Wednesday, May 13, 2020  
- Friday, June 12, 2020  
- Wednesday, June 17, 2020  

CARRIED

8.2 **Appointment of Treasurer**

Memorandum from Kathleen Lynch, President, dated May 1, 2019, containing a motion, relative to the above noted.

MOVED BY: George Patterson  
SECONDED BY: Trevor Warren  

THAT the Board approve the appointment of the new Vice President – Finance and Administration, Michelle Salo, as Treasurer of the Board of Governors.

CARRIED

9. **MONITORING**

There are no Monitoring Reports at this meeting.
10. **ITEMS FOR INFORMATION**

10.1 **President’s Update**

A report from President, Kathleen Lynch, providing an update.

In addition to the report, the President advised that the Office Administration program in-class intake had been suspended for the fall of 2019. Students have been provided with the option of taking the on-line program or another program at the college.

The Bachelor of Science Degree in Nursing intake has not been confirmed, to date.

10.2 **Advisory College Council Report to the Board**

A memorandum from the Advisory College Council, dated May 8, 2019, relative to the above noted.

The memo has been updated to reflect the change of Ministry name from MAESD to MTCU.

10.3 **NOMA Annual General Meeting**

The NOMA Annual General Meeting was held in Thunder Bay, Ontario on Wednesday, April 24 to Friday, April 26, 2019. President Kathleen Lynch and Governors Kristen Oliver and George Patterson were in attendance. A verbal report was provided at the meeting.

10.4 **Financial Update**

Toni Biniaris, Director – Finance was in attendance to provide an update to the Board relative to the above noted.

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

11.1 **Questions**

Riley Burton reviewed the questions with the Board.

11.2 **Assignment of Evaluation Leader – June 17, 2019**

Owen Smith has been assigned as Evaluation Leader for the Board of Governors Meeting on June 17, 2019.
12. **NEXT MEETING**

A Special Board of Governors’ Meeting is scheduled for Monday, June 10, 2019 at 8:30 a.m. to approve the financial statements. Governors are able to dial into the meeting if necessary.

The next regular Board of Governors’ Meeting is scheduled to be held on Monday, June 17, 2019. A luncheon with Negahneewin Council will follow.

13. **ADJOURNMENT**

MOVED BY: George Patterson  
SECONDED BY: Sheryl Hoshizaki

THAT the Board of Governors’ Meeting No. 529 held on May 8, 2019, be adjourned at 11:50 a.m.

CARRIED