



MINUTES OF MEETING: **BOARD OF GOVERNORS' NO. 535**

DATE OF MEETING: MARCH 11, 2020

TIME: 8:30 A.M.

LOCATION: SHUNIAH BOARD ROOM

CHAIR: KRISTEN OLIVER

MEMBERS OF THE BOARD

Tesa Fiddler
Richard Gemmill
Geoff Gillon
Laurie Hayes
Sheryl Hoshizaki
Deborah Humphreys
Kathleen Lynch
Kristen Oliver
George Patterson
Ed Schmidtke
Daryl Skworchinski
Dan Topatigh
Trevor Warren

MEMBERS OF THE STAFF

Neil Cooke, Vice President - Academic
Michelle Salo, Vice President – Finance and
Administration and Treasurer of the Board
Jeannine Verdenik, Executive Director –
Organizational Effectiveness
Rob Zuback, Director – Marketing, Advancement
and External Communications
Barbara Greer, Executive Assistant to the
President and Secretary to the Board of
Governors

REGRETS

Peter Bishop
Gaurav Ganjoo
Owen Smith

1. CALL TO ORDER AND GOOD NEWS STORY

The Chair acknowledged that we are in the territory of the Anishinaabe peoples of northwestern Ontario. We work and live on the lands of Fort William First Nation who are signatory to the Robinson-Superior Treaty of 1850. We also recognize the Métis communities and Inuit peoples in the area.

As part of the colonial history of Canada, non-Indigenous peoples have derived benefit from what the Royal Commission on Truth and Reconciliation defines as the “cultural genocide” of Indigenous peoples in this country.

We embrace our role and responsibilities in a national reconciliation process and acknowledge that we are accountable for this tragic history. We at Confederation College pledge to address injustices against Indigenous peoples and to honour our relationships with Indigenous peoples in our community.

1. CALL TO ORDER AND GOOD NEWS STORY (Continued)

Good News Story

On February 21, 2020, Greg Rickford, Minister of Energy, Northern Development and Mines, and Minister of Indigenous Affairs, attended Confederation College's Thunder Bay campus to announce, along with President Kathleen Lynch that the Government of Ontario has made changes to permit colleges and universities to offer Bachelor nursing degree programs on a stand-alone basis. For colleges, this will be the first time they would be able to offer the Bachelor nursing degree independently of a university partner. The province's decision will add new opportunities for nursing degree education for Confederation College students and support our commitment to meet the needs of employers in northwestern Ontario. Our college's nursing students performed a demonstration of skills in a simulation lab following the announcement.

2. APPROVAL OF THE AGENDA AND CONSENT AGENDA

2.1 Consent Agenda

- 2.1.1 Program Advisory Committee Matrix
- 2.1.2 Advisory Committee Appointments
- 2.1.3 Negahneewin Council Minutes, November 1, 2019
- 2.1.4 2019/2020 Board Planning Agenda Cycle
- 2.1.5 Monthly Board Meeting Evaluation – January 8, 2020

MOVED BY: Sheryl Hoshizaki
SECONDED BY: Laurie Hayes

THAT the agenda as printed, including any additional information and new business and the consent agenda of the Board of Governors' Meeting No. 535, to be held on March 11, 2020, 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 made the following remarks:

- Colleges Ontario Good Governance Certificates presented to:
 - Geoff Gillon

5. MINUTES OF THE PREVIOUS MEETINGS

The Minutes of the Board of Governors' Meeting No. 534 held on January 8, 2020, for approval.

MOVED BY: Daryl Skworchinski
SECONDED BY: Dan Topatigh

THAT the Minutes of the Board of Governors' Meeting No. 534 held on January 8, 2020, be approved.

CARRIED

5.1 Business Arising

5.1.2 EL-2a - Treatment of Learners

Monitoring Report EL-2a Treatment of Learners, was presented at the January 8, 2020 Board of Governors' meeting. At that time, a motion was passed requesting that the report be deferred to the March Board of Governors' meeting, for approval.

EL-2a – Treatment of Learners, re-presented.

MOVED BY: George Patterson
SECONDED BY: Geoff Gillon

THAT we accept Report EL2a – Treatment of Learners to the Board, showing full compliance with a reasonable interpretation of the policy.

CARRIED

6. ENDS DISCUSSION

There were no Ends Discussions.

7. ITEMS FOR DECISION

7.1 Draft New Ends and Strategic Planning

Emily Willson, Manager – Institutional Research and Planning and Brittany Bruce, Digital and Social Media Officer, will be in attendance to give an update relative to the work done to date on the development of the new Strategic Plan which will include:

- Summary of Engagement
- Original and Revised Ends
- Mission, Vision and Values

A copy of the presentation, for information.

A copy of the Board's revised Mission, Vision, Values and Ends, for approval.

7. ITEMS FOR DECISION (Continued)

7.1 Draft New Ends and Strategic Planning (Continued)

MOVED BY: Sheryl Hoshizaki
SECONDED BY: Trevor Warren

THAT we approve the new Ends 1-4, and the Mission, Vision and Values, as presented at the March 11, 2020 Board of Governors Meeting.

CARRIED

7.2 Revised Policies and Terms of Reference

Memorandum from Laurie Hayes, Chair – Governance Committee, dated January 30, 2020, containing a motion, relative to the above noted.

A copy of the following revised policies and Terms of Reference are attached, for review:

- GP-2d – Board Secretary’s Role
- GP-2f – Board Committee Structure
- GP-2h – Governance Investment
- BMD-2e - Board-Management Delegation
- Terms of Reference - Audit Committee
- Terms of Reference - Coordinating Committee
- Terms of Reference - Governance Committee
- Terms of Reference - Nominating Committee
- Terms of Reference - President’s Evaluation Committee

MOVED BY: Laurie Hayes
SECONDED BY: George Patterson

THAT we approve the amendments to the following policies:

- GP-2d – Board Secretary’s Role
- GP-2f – Board Committee Structure
- GP-2h – Governance Investment
- BMD-2e - Board-Management Delegation

AND THAT we approve the amendments to the following Board Committee Terms of Reference:

- Audit Committee
- Coordinating Committee
- Governance Committee
- Nominating Committee
- President’s Evaluation Committee.

CARRIED

7. ITEMS FOR DECISION (Continued)

7.3 Board of Governors' Annual Self-Evaluation

Memorandum from Laurie Hayes, Chair – Governance Committee, dated January 30, 2020, containing a motion and attaching a copy of the Self Evaluation Form.

MOVED BY: Laurie Hayes
SECONDED BY: Geoff Gillon

THAT we approve the Board of Governors' Annual Self Evaluation form;

AND THAT the form be implemented in April 2020 and annually each year thereafter.

CARRIED

8. MONITORING

8.1 EL-2b – Treatment of Volunteer and Paid Staff

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

Appendix B - CONFIDENTIAL Letter from Hicks Morley Human Resources Law and Advocacy, dated March

MOVED BY: Daryl Skworchinski
SECONDED BY: Sheryl Hoshizaki

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

CARRIED

8.2 EL-2g – Communications & Support to the Board

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

A copy of the CISION Report, was provided for background.

MOVED BY: Geoff Gillon
SECONDED BY: Laurie Hayes

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

CARRIED

8. MONITORING (Continued)

8.3 EL-2f – Asset Protection

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

Paul Inkila, Senior Director – Computer Services and Project Management, will give a presentation relative Cyber Security.

A copy of the presentation was distributed, for information.

MOVED BY: Trevor Warren
SECONDED BY: Geoff Gillon

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

CARRIED

8.4 EL-2d – Financial Condition and Activities

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

CONFIDENTIAL excerpt of internally and externally restricted net assets was distributed separately via email on Friday, March 6, 2020.

An updated version of Appendix B – Statement of Financial Position for EL-2d – Financial Conditions and Activities.

MOVED BY: Sheryl Hoshizaki
SECONDED BY: Dan Topatigh

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

CARRIED

8.5 EL-2h – Emergency Executive Succession

Monitoring Report EL-2h - Emergency Executive Succession, for approval.

MOVED BY: Trevor Warren
SECONDED BY: Richard Gemmill

THAT we accept Report EL2h – Emergency Executive Succession, showing full compliance with a reasonable interpretation of the policy.

CARRIED

9. INFORMATION ITEMS

9.1 President's Update

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

A discussion was held relative to the College's preparation for the Coronavirus outbreak and the potential impacts to the college.

9.2 Human Resources Review

Memorandum from Jeannine Verdenik, Executive Director – Organizational Effectiveness, dated March 11, 2020, relative to the above noted.

9.3 Negahneewin Council Update

Tesa Fiddler, Governor and Negahneewin Council representative to the Board, gave a verbal update at the meeting.

9.4 Program Mix

Neil Cooke, Vice President – Academic gave a verbal update will be provided at the meeting.

9.5 By-law and Policy Review Schedule

Memorandum from the Board Secretary, dated January 30, 2020, and attaching a copy of the draft policy review schedule was presented to the Coordinating Committee, for discussion.

At that time, the Coordinating Committee asked that the memorandum and schedule be placed on the next Board of Governors meeting to receive comment from the Governance Committee on reasoning for decisions made to date.

Laurie Hayes, Chair – Governance Committee provided an overview of the schedule.

10. IN CAMERA

MOVED BY: Geoff Gillon
SECONDED BY: Tesa Fiddler

THAT the Board of Governors move into an In Camera meeting to receive information relative to an identifiable individual and security of the property of the organization.

CARRIED

At 10:31 a.m., the Board moved into an In Camera Session.

11. IN CAMERA (Continued)

At 10:49 a.m., the Board resumed open session.

The following individuals did not return to the meeting room:

- Richard Gemmill
- Trevor Warren
- Neil Cooke, Vice President - Academic
- Michelle Salo, Vice President – Finance and Administration
- Rob Zuback, Director – Advancement, Marketing and External Communications

10.1 Rise and Report

There were no motions to be presented.

11. SELF-EVALUATION OF THE GOVERNANCE PROCESS

11.1 Questions

George Patterson led the Board Evaluation questionnaire.

11.2 Assignment of Evaluation Leader – May 13, 2020

Peter Bishop has been assigned as Evaluation Leader for the Board of Governors Meeting on May 13, 2020.

12. NEXT MEETING

The next Board of Governor's Meeting is scheduled to be held on Wednesday, May 13, 2020.

13. ADJOURNMENT

MOVED BY: George Patterson
SECONDED BY: Laurie Hayes

THAT the Board of Governors' Meeting No. 535 held on March 11, 2020, be adjourned at 10:52 a.m.

CARRIED



Chair's Signature



Secretary's Signature