



MINUTES OF MEETING: **BOARD OF GOVERNORS' NO. 537**

DATE OF MEETING: JUNE 12, 2020

TIME: 8:36 A.M.

LOCATION: MS TEAMS

CHAIR: KRISTEN OLIVER

MEMBERS OF THE BOARD

Peter Bishop
Gaurav Ganjoo
Richard Gemmill
Geoff Gillon
Laurie Hayes
Sheryl Hoshizaki
Kathleen Lynch
Kristen Oliver
George Patterson
Ed Schmidtke
Daryl Skworchinski
Owen Smith
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
S. Brenda Small, Vice President - CPRIL
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

Tesa Fiddler
Deborah Humphreys

1. CALL TO ORDER AND GOOD NEWS STORY

The Board 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

The Chair read aloud the following good news story:

Six first-year Paramedic program students have joined the fight against COVID-19 by becoming vehicle technicians for Superior North Emergency Medical Services. Vehicle technicians are a brand-new addition to the local paramedic service. The mandate of vehicle technicians is to deep clean any ambulance which comes in contact with a patient who screens "positive" for possible infection by COVID-19.

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 - No Appointments
- 2.1.3 Neghaneewin Council Minutes – March 6, 2020
- 2.1.4 Monthly Board Meeting Evaluation–May 13, 2020
- 2.1.5 2019/2020 Board Agenda Planner
- 2.1.6 2019-2020 Annual Report

MOVED BY: Ed Schmidtke
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. 538, to be held on June 12, 2020, be approved.

CARRIED

3. DECLARATION OF POTENTIAL CONFLICT OF INTEREST

Dan Topatigh declared a potential conflict of interest to Item 7.1 – Board Appointments – Confirmation of New Governors as his term is up for renewal.

4. CHAIR'S REMARKS

The Board was advised that a letter had been received from Deborah Humphreys resigning from the Board of Governors on June 10, 2020. The Nominating Committee meeting will be held in the summer to discuss filling the vacancy.

Retiring Governors will be honoured at the meeting scheduled for August 27, 2020.

5. MINUTES OF THE PREVIOUS MEETINGS

5.1 Board of Governors

The Minutes of the Board of Governors' Meeting No. 536 held on May 13, 2020, for approval.

MOVED BY: Peter Bishop
SECONDED BY: Laurie Hayes

THAT the Minutes of the Board of Governors' Meeting No. 536 held on May 13, 2020, be approved.

CARRIED

5.2 Business Arising

There is no business arising from the previous minutes.

6. ENDS DISCUSSION

6.1 COVID-19 Financial & Operational Pressures

Neil Cooke, Vice President – Academic, Michelle Salo, Vice President – Finance and Administration and Miriam Wall, Dean – International Studies appeared before the Board, gave a presentation and responded to questions relative to the above noted.

A copy of the presentation was distributed with the agenda, for information.

7. ITEMS FOR DECISION

7.1 Board Appointments – Confirmation of New Governors

Memorandum from Mr. George Patterson, Chair – Nominating Committee, addressed to the Board of Governors, dated June 2, 2020, relative to the above noted.

MOVED BY: Laurie Hayes
SECONDED BY: Daryl Skworchinski

THAT we recommend that we confirm the appointments of Mr. Thomas Doherty and Mr. Dan Topatigh, for a three-year term effective September 1, 2020.

CARRIED

Dan Topatigh declared a potential conflict of interest and refrained from discussing or voting on the above motion.

7. ITEMS FOR DECISION (CARRIED)

7.2 Election of Coordinating Committee

Memorandum from Mr. George Patterson, Chair – Nominating Committee, dated June 2, 2020, outlining the process relative to the above noted.

Peter Bishop assumed the Chair for the nominations of the Coordinating Committee.

Kristen Oliver was the only nominee for the position of Chair. Mrs. Oliver was asked if she wished her name to stand for the position of Chair and the nomination was accepted. Nominations from the floor were called and no further nominations were received. The nominations for the position of Chair were closed.

Kristen Oliver was acclaimed as Chair of the Board for the year 2020/2021.

Sheryl Hoshizaki was the only nominee for the position of 1st Vice Chair. Ms. Hoshizaki was asked if she wished her name to stand for the position of 1st Vice Chair and the nomination was accepted. Nominations from the floor were called and no further nominations were received. The nominations for the position of 1st Vice Chair were closed.

Sheryl Hoshizaki was acclaimed as the 1st Vice Chair of the Board for the year 2020/2021.

Daryl Skowrchinski was the only nominee for the position of 2nd Vice Chair. Mr. Skowrchinski was asked if he wished his name to stand for the position of 2nd Vice Chair and the nomination was accepted. Nominations from the floor were called and no further nominations were received. The nominations for the position of 2nd Vice Chair were closed.

Daryl Skowrchinski was acclaimed as the 2nd Vice Chair of the Board for the year 2020/2021.

Dan Topatigh was the only nominee for the position of Member-at-Large. Mr. Topatigh was asked if he wished his name to stand for the position of Member-at-Large and the nomination was accepted. Nominations from the floor were called and no further nominations were received. The nominations for the position of Member-at-Large were closed.

Dan Topatigh was acclaimed as Member-at-Large of the Board for the year 2020/2021.

Geoff Gillon was the only nominee for the position of Member-at-Large. Mr. Gillon was asked if he wished his name to stand for the position of Member-at-Large and the nomination was accepted. Nominations from the floor were called and no further nominations were received. The nominations for the position of Member-at-Large were closed.

Geoff Gillon was acclaimed as Member-at-Large of the Board for the year 2020/2021.

7. ITEMS FOR DECISION

7.3 Advanced Care Paramedic Program

The Advanced Care Paramedic Ontario College Graduate Certificate Program Executive Summary, for approval.

Shane Strickland, Dean – School of Health and Community Services was in attendance, to address questions of the Board, relative to the above noted.

MOVED BY: Dan Topatigh
SECONDED BY: Daryl Skworchinski

THAT the Advanced Care Paramedic Ontario College Graduate Certificate Program Executive Summary, be approved.

CARRIED

7.4 Program Suspensions – Fall 2020

A Briefing Note recommending the approval of suspending the 2020 Fall intake of the Digital Media Production, Tourism – Travel and Eco-Adventure and Embedded Systems programs.

MOVED BY: Peter Bishop
SECONDED BY: Geoff Gillon

THAT we recommend that Administration suspend the fall 2020 intake of the following programs:

- Digital Media Production
- Tourism – Travel and Eco-Adventure
- Embedded Systems;

AND THAT any necessary student application fees be refunded;

AND THAT we recommend Administration suspend other program intakes for the fall of 2020 where there is insufficient enrolment and the applied learning opportunities cannot be adjusted to fit a virtual environment.

CARRIED

8. MONITORING

8.1 Financial Statements 2019-2020

A copy of the Grant Thornton Report to the Audit Committee – Audit results for Confederation College of Applied Arts and Technology for the year ended March 31, 2020.

A copy of the Financial Statement and Notes, as of March 31, 2020.

Appendix 1: Internally Restrict Report

MOVED BY: Dan Topatigh
SECONDED BY: Geoff Gillon

THAT we approve additions to the internally restricted reserves of \$3,800,000 and reclass \$1,150,000 between internally restricted reserves as outlined in Appendix 1.

CARRIED

MOVED BY: Dan Topatigh
SECONDED BY: Laurie Hayes

THAT we approve Audited Financial Statements for the year ending March 31, 2020, as presented.

CARRIED

8.2 EL-2c – Compensation and Benefits

Monitoring Report EL2c – Compensation and Benefits

MOVED BY: Laurie Hayes
SECONDED BY: Peter Bishop

THAT we accept the monitoring report for Policy EL2c - Compensation and Benefits, showing full compliance with a reasonable interpretation of the policy.

CARRIED

At 9:47 a.m., S. Brenda Small left the meeting.

9. ITEMS FOR INFORMATION

9.1 President's Update

Standing Report from Kathleen Lynch, President providing an overview of the past month and upcoming events.

Attachment A: Confederation College: Applications, Confirmations, and Enrolments during COVID-19 – Forecasting Fall Enrolment at Ontario's Colleges, dated May 27, 2020.

Attachment B: Applications, Confirmations, and Enrolments during COVID-19 - Forecasting Fall Enrolment at Ontario's Colleges, dated May 25, 2020

9.2 2020/2021 Board Planning Agenda Cycle

Memorandum from the Secretary of the Board, dated June 4, 2020, and attaching a copy of GP-2g – Annual Planning and the 2020-2021 Board Planning Agenda Cycle, for information.

10. IN CAMERA

MOVED BY: Peter Bishop
SECONDED BY: Laurie Hayes

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

CARRIED

At 10:30 a.m., the Board moved In Camera.

At 10:56 a.m., the Board resumed open session.

The following did not return to the meeting:

- Richard Gemmill
- Owen Smith
- Gaurav Ganjoo
- Trevor Warren
- Kathleen Lynch, President
- Neil Cooke, Vice President – Academics
- Michelle Salo, Vice President – Finance and Administration
- Jeannine Verdenik, Executive Director – Organizational Effectiveness
- Rob Zuback, Director – Advancement, Communications and External Relations

10.1 Rise and Report

There were no motions to be approved following the In Camera Session.

11. SELF-EVALUATION OF THE GOVERNANCE PROCESS

11.1 Questions

Peter Bishop reviewed the evaluation with the Board.

11.2 Assignment of Evaluation Leader – July 9, 2020

Gaurav Ganjoo has been assigned as the evaluation leader for the next meeting.

12. NEXT MEETING

At the Audit Committee meeting held earlier this month, it was determined that the 2020/2021 Budget will be presented at the meeting to be held on Thursday, August 27, 2020. Therefore, the meeting scheduled for Thursday, July 9, 2020 will be cancelled.

MOVED BY: Laurie Hayes
SECONDED BY: Peter Bishop

THAT we recommend that Board meeting scheduled for Thursday, July 9, 2020 at 8:30 a.m., be cancelled.

CARRIED

The next meeting of the Board will be held on Thursday, August 27, 2020 at 8:30 am. Quorum is necessary as the budget will be approved.

An Orientation Session for the new and returning Governors will take place on Tuesday, September 8, 2020 from 11:30 a.m. to 4:30 p.m. All Governors are invited to attend.

The Board of Governor's All Day Retreat is scheduled to be held on Wednesday, September 9, 2020.

13. ADJOURNMENT

MOVED BY: Laurie Hayes
SECONDED BY: Ed Schmidtke

THAT the Board of Governors' Meeting No. 537 held on June 12, 2020, be adjourned at 11:03 a.m.

CARRIED



Chair's Signature



Secretary's Signature