



MINUTES OF MEETING: **BOARD OF GOVERNORS' NO. 544**

DATE OF MEETING: JUNE 11, 2021

TIME: 9:30 A.M.

LOCATION: MS TEAMS

CHAIR: KRISTEN OLIVER

MEMBERS OF THE BOARD

Tara Gauld
Richard Gemmill
Geoff Gillon
Sheryl Hoshizaki
Kathleen Lynch
Eveline O'Flaherty
Kristen Oliver
Daryl Skworchinski
Kimberly Smith
Owen Smith
Dan Topatigh

REGRETS

Edmond Collins
Tesa Fiddler
Vitasta Ganjoo

MEMBERS OF THE STAFF

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
Toni Biniaris, Senior Director - Finance
Don Duclos, Registrar
Miriam Wall, Dean – International Studies
Anne Renaud, Dean – Access and Success
Emily Willson, Manager – Institutional Research and Planning
Ashleigh Quarrell, Manager – Communications and Public Relations
Barbara Greer, Executive Assistant to the President and Secretary to the Board of Governors

GUESTS

Stephen Poole, EMSI

1. CALL TO ORDER AND LAND ACKNOWLEDGEMENT

1.1 Roll Call

The Board introduced themselves to one another.

1.2 Land Acknowledgement

We would like to acknowledge that we are in the territory of the Anishinabek 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.

1. CALL TO ORDER AND LAND ACKNOWLEDGEMENT (Continued)

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.

In addition, the Board acknowledged the bodies of the 215 children found at the residential school site in Kamloops, BC.

2. APPROVAL OF THE AGENDA AND CONSENT AGENDA

2.1 Consent Agenda

- 2.1.1 Advisory Committee Appointments
- 2.1.2 Negahneewin Council – April 23, 2021
- 2.1.3 2020/2021 Board Planning Agenda Cycle
- 2.1.4 Board of Governors’ Meeting Evaluation – May 12, 2021
- 2.1.5 2020-2021 Annual Report

MOVED BY: Tara Gauld
SECONDED BY: Richard Gemmill

THAT the agenda as printed, including any additional information and new business and the consent agenda of the Board of Governors’ Meeting No. 544, to be held on June 11, 2021, be approved.

CARRIED

3. DECLARATION OF POTENTIAL CONFLICT OF INTEREST

Daryl Skworchinski disclosed a potential conflict of interest relative to Item 7.6, as it dealt with his Board reappointment.

4. PRESENTATIONS / EDUCATION

4.1 Report to the Community

The Chair advised that the Report to the Community had been launched and that it was available for viewing on the College website.

5. PRESENTATIONS / EDUCATION (Continued)

4.2 Enrollment Trends

Don Duclos, Registrar and Miriam Wall, Dean – International Studies were in attendance and gave a presentation relative to the above noted. A copy of the presentation was distributed with the agenda, for information.

4.3 Economic Impact Study

Stephen Poole, EMSI, was in attendance and gave a presentation relative to “The Economic Value of Confederation College of Applied Arts and Technology: Analysis of the Economic Impact and Return on Investment of Education.” A copy of the presentation was distributed with the agenda, for information.

6. CHAIR’S NOTES

The virtual graduation was held on Friday, June 4, 2021. It was very well received. The link to the video can be found in the Leadership Report contained in the agenda.

Congratulations to Sukjeet Singh who was elected as the 2021-2022 Student Board of Governors Representative.

The Board was reminded that the Annual Self-Evaluation would be distributed for completion following the meeting. 100% compliance is requested.

6. MINUTES OF THE PREVIOUS MEETINGS

6.1 Board of Governors

The Minutes of the Board of Governors’ Meeting No. 543 (Regular and Reconvened) held on May 12 and 14, 2021, respectively, for approval.

MOVED BY: Geoff Gillon
SECONDED BY: Daryl Skworchinski

THAT the Minutes of the Board of Governors’ Meeting No. 543 (Regular and Reconvened) held on May 12, 2021, respectively, be approved.

CARRIED

6.2 Business Arising From the Previous Minutes

There is no business arising from the previous minutes.

7. ITEMS FOR DECISION

7.1 Financial Statements 2020-2021

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, 2021.

7.1 Financial Statements 2020-2021 (Continued)

A copy of the Financial Statement and Notes, as of March 31, 2021.

Report No. 27 – 2021 relative to the requesting approval of the 2021-2022 Internally Restricted Funds.

Attachment 1 – Spreadsheet Showing Breakdown of Funds

MOVED BY: Dan Topatigh
SECONDED BY: Richard Gemmill

THAT with respect to Report No. 27 – 2021, we recommend that we approve additions to the internally restricted reserves of \$5,600,000 and reclass \$1,526,067.39 between internally restricted reserves as outlined in Appendix 1.

CARRIED

MOVED BY: Eveline O’Flaherty
SECONDED BY: Geoff Gillon

THAT we approve Audited Financial Statements for the year ending March 31, 2021, as presented.

CARRIED

7.2 2021-22 Business Plan; Operating Budget Assumptions; and Access Operating Reserves

Report No. 32-2021 relative to approving the 2021-2022 Business Plan for submission to the Ministry of Colleges and Universities and access to operating reserves, and attaching the following:

- Attachment 1: The Business Plan 2021/2022
- Attachment 2: Three Year Financial Projections
- Attachment 3: Variance Report
- Attachment 4: Confidential Internal Document – 2021-22 Operating Budget Assumptions was distributed separately by email on June 4, 2021.

A PowerPoint deck was distributed with the agenda for additional information.

An updated version of the presentation was distributed via email on June 9, 2021.

7. ITEMS FOR DECISION (Continued)

7.2 2021-22 Business Plan; Operating Budget
Assumptions; and Access Operating Reserves (Continued)

MOVED BY: Daryl Skworchinski
SECONDED BY: Kimberly Smith

THAT with respect to Report No. 32-2021, we recommend that we approve the 2021-2022 Business Plan, with a budgeted deficit of \$5,224,367;

AND THAT we authorize the college to access up to 100% of the deficit from accumulated operating reserves as a revenue source for fiscal year 2021-2022 if required by the Ministry of Colleges and Universities.

CARRIED

7.3 EL-5 Financial Matters

Report No. 28-2021 relative to receiving information confirming compliance with EL-5 Financial Matters.

MOVED BY: Dan Topatigh
SECONDED BY: Daryl Skworchinski

THAT Report No. 28 - 2021 relative to EL5 – Financial Matters, be approved.

CARRIED

7.4 The Confederation College Endowment Fund –
Revised Statement of Investment Policy

Report No. 29 – 2021 relative to r approving the revised Statement of Investment Policy.

Attachment 1 – Revised Statement of Investment Policy

MOVED BY: Richard Gemmill
SECONDED BY: Daryl Skworchinski

THAT with respect to Report No. 29–2021 we recommend that we approve the revised Statement of Investment Policy.

CARRIED

7. ITEMS FOR DECISION (Continued)

7.5 Lecture Theatre

Report No. 30-2021 relative to approving the Lecture Theatre Upgrade Project plan and estimates to the Board of Governors for approval and use of reserves.

Attachment A: Pictures Over the Years

Attachment B: Design Renderings

MOVED BY: Daryl Skworchinski
SECONDED BY: Richard Gemmill

THAT with respect to Board Report No. 30 – 2021, we recommend that we approve the Lecture Theatre Upgrade project and use of reserves to offset the costs not covered by Facilities Renewal Project (FRP) funding for up to \$860,000.

CARRIED

7.6 Board Appointments – Confirmation of Governors for the Fall 2021

Memorandum from Ms. Kristen Oliver, Chair – Nominating Committee, addressed to the Board of Governors, dated June 3, 2021, relative to the above noted.

Geoff Gillon's Order in Council was received on Monday, June 7, 2021.

MOVED BY: Kimberly Smith
SECONDED BY: Richard Gemmill

THAT we recommend that we confirm the re-appointment of Daryl Skworchinski for a three-year term effective September 1, 2021;

AND THAT Eveline O'Flaherty and Geoff Gillon be confirmed as an LGIC appointment, for a three-year term effective September 1, 2021.

CARRIED

Daryl Skworchinski disclosed a potential conflict of interest and refrained from discussing or voting on the above motion.

7.7 Election of Executive

Memorandum from Ms. Kristen Oliver, Chair – Nominating Committee, dated June 7, 2021, outlining the process relative to the above noted.

7. ITEMS FOR DECISION (Continued)

7.7 Election of Executive (Continued)

Daryl Skworchinski was the only nominee for the position of Chair. Mr. Skworchinski was asked if he wished his 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.

Daryl Skworchinski was acclaimed as Chair of the Board for the year 2021/2022.

Geoff Gillon was the only nominee for the position of 1st Vice Chair. Mr. Gillon was asked if he wished his 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.

Geoff Gillon was acclaimed as the 1st Vice Chair of the Board for the year 2021/2022.

Edmond Collins was the only nominee for the position of 2nd Vice Chair. Mr. Collins was not in attendance at the meeting, but confirmed that he was willing to have 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.

Edmond Collins was acclaimed as the 2nd Vice Chair of the Board for the year 2021/2022.

Eveline O'Flaherty was the only nominee for the position of Member-at-Large. Ms. O'Flaherty was asked if she wished her 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.

Eveline O'Flaherty was acclaimed as Member-at-Large of the Board for the year 2021/2022.

Kristen Oliver will become Past Chair on the Executive.

The Executive for the Board of Governors for the 2021/2022 academic year will be:

- Daryl Skworchinski, Chair
- Geoff Gillon, 1st Vice Chair
- Edmond Collins, 2nd Vice Chair
- Eveline O'Flaherty, Member – at – Large
- Kristen Oliver, Past Chair

External Governors were reminded that nominations for Committees are coming up in the fall and that representation is important and to consider sitting on any of the following: Governance, Nominating, and Audit and Finance Committees.

7. ITEMS FOR DECISION (Continued)

7.8 Board of Governors' By-law No. 1 Revisions

Memorandum from the Secretary to the Board, dated May 19, 2021, relative to the above noted and attaching a copy of the revised By-law.

MOVED BY: Daryl Skworchinski
SECONDED BY: Tara Gauld

THAT we recommend that the amendments to By-law #1, as presented on June 11, 2021, be approved.

CARRIED

7.9 Board of Governors' Certificate – Home and Community Support Worker Program

Executive Summary for the Home and Community Support Worker Board of Governors' Certificate program, for approval.

MOVED BY: Eveline O'Flaherty
SECONDED BY: Richard Gemmill

THAT we recommend that the Executive Summary for the Home and Community Support Worker Board of Governors' Certificate program, be approval.

CARRIED

7.10 Appointments to the Nominating Committee

The current membership of the Nominating Committee is:

- Kristen Oliver, Chair
- Dan Topatigh
- Sheryl Hoshizaki
- Tesa Fiddler
- Darlene Furlong (External – Non-voting Member)

Tesa Fiddler is currently on a leave of absence and Sheryl Hoshizaki has resigned from the Board, effective June 11, 2021. The Nominating Committee will be working over the summer to recruit new members to fill the vacancies announced earlier in the agenda. At this time, quorum for the committee cannot be achieved.

The Board sought out two external Governors to sit on the committee over the summer. Based on the Terms of Reference, preference was given to experienced Governors.

Geoff Gillon and Daryl Skworchinski have indicated that they would be willing to sit as members of the Nominating Committee until September 1, 2021 in order to recruit new members.

7. ITEMS FOR DECISION (Continued)

7.10 Appointments to the Nominating Committee

The Terms of Reference for the Nominating Committee were attached, for information.

MOVED BY: Dan Topatigh
SECONDED BY: Eveline O'Flaherty

THAT the following Governors be appointed to the Nominating Committee until September 1, 2021:

1. Geoff Gillon
2. Daryl Skworchinski

CARRIED

8. ITEMS FOR INFORMATION

8.1 Leadership Update

Board Report No. 31-2021, providing a leadership update.

8.2 Negahneewin Council Update

S. Brenda Small, Vice President – Negahneewin Research Centre, gave a verbal update at the meeting. She indicated that Negahneewin Council would like to meet with the Board of Governors this fall to discuss trends in post-secondary Indigenous education. In addition, she indicated that the Council is currently assisting with the recruitment of the Dean of Indigenous Studies position, Elders Protocol and other institutions.

8.3 Academic Update

Kathleen Lynch, President and Acting Vice President – Academic gave a verbal update will be provided at the meeting.

- Applications
- Dean - Indigenous Studies recruitment
- Vice President – Academic recruitment

8.4 2021/2022 Board Planning Agenda Cycle

Memorandum from the Secretary of the Board, dated June 4, 2021, attaching the 2021-2022 Board Planning Agenda Cycle, for information.

8.5 Results of Electronic Vote –
New Kenora Beaver Brae High School Collaboration Project

Memorandum from Barbara Greer, Secretary to the Board, dated May 28, 2021, relative to the above noted.

8. ITEMS FOR INFORMATION

8.6 Board Meeting Time Blocks

A memorandum from the Executive Committee, dated May 28, 2021, relative to the above noted.

8.7 Recognition of Retiring Governors

Kristen Oliver, Chair recognized Vitasta Ganjoo, Sheryl Hoshizaki and Owen Smith and for their dedication and commitment to Confederation College and the Board of Governors upon the completion of their terms.

9. IN CAMERA

MOVED BY: Kimberly Smith
SECONDED BY: Dan Topatigh

THAT we move into an In Camera meeting to receive information relative to the security of the property of the college and an identifiable individual.

CARRIED

The Board moved into an In Camera session at 11:18 a.m.

At 11:29 a.m. the Board resumed open session.

The following did not return to the Board meeting:

- Tara Gauld
- Richard Gemmill
- Sheryl Hoshizaki
- Owen Smith
- Kathleen Lynch, President
- Michelle Salo, Vice President – Finance and Administration
- S. Brenda Small, Vice President – Negahneewin Research Centre

9.1 Rise and Report

There were no motions to be presented.

10. NEXT MEETING

The next Board of Governor's Meeting is scheduled to be held on Wednesday, September 8, 2021, to confirm the membership of the Board and approve committee membership. Following that meeting, a Board Retreat has been scheduled.

An Orientation Session for the new and returning Governors will take place on Tuesday, September 7, 2021 from 11:30 a.m. to 4:30 p.m. All Governors are invited to attend.

11. EVALUATION AND ADJOURNMENT

11.1 Evaluation Questions – June 11, 2021

Kimberly Smith has been assigned as the lead of the Board of Governors' Meeting evaluation. A copy of the evaluation is provided in the agenda for information.

11.2 Assignment of Evaluation Leader – September 8, 2021

A Governor will be assigned as Evaluation Lead for the September 8, 2021 Board of Governors' Meeting and Retreat.

11.3 Adjournment

It was the consensus of the Board, that the Board of Governors' Meeting No. 544 held on June 11, 2021, be adjourned at 11:33 a.m.



Chair's Signature



Secretary's Signature