

MINUTES OF THE FIVE HUNDRED AND EIGHTY THIRD MEETING
BOARD OF GOVERNORS
FANSHAWE COLLEGE

Meeting #583 – Zoom

Thursday, 2021 03 25

Present:

Brad Duncan, Chair
Tammie Ashton
Paul Cocker
Tom Davis
Peter Devlin, President
Michael Geraghty
Connie Graham
Thomas Hutchison-Hounsell
George Kerhoulas
Kapil Lakhotia
Larry Lau
Michele Martin
Stephen McClatchie
Louise Poole
Dave Schwartz
Christine Spicer
Terry Zavitz

Regrets:

N/A

Resource Personnel:

Michele Beaudoin, Vice-President, Student Services
Gary Lima, Senior Vice-President, Academic
Jeff Low, Chief Human Resources Officer
Jenny Ruz, Vice-President, Finance and Administration
Jeff Wright, Vice-President, Corporate Strategy and Business Development
Cheryl McMurray, Executive Assistant, Office of the President
Lisa McIntyre, Recording Secretary

Danielle Villeneuve – Manager, Financial Planning and Analysis
Bosco Yuan – Executive Director, Finance

There was a Faculty of Business, IT and Part-Time Studies – Bringing Learning to Life presentation provided by:

- Mary Pierce – Dean, Faculty of Business, Info Technology & Part-time Studies
- Lisa Schwerzmann – Associate Dean, Lawrence Kinlin School of Business
- Liz Gray – Professor – Lawrence Kinlin School of Business

Following discussion, the presenters were thanked and excused.

A. OPENING PROCEDURES

1. Call to Order and Announcement of Quorum

The Chair called the meeting to order and announced quorum at 4:30 p.m.

2. Chair's Welcome

The Chair welcomed everyone to the meeting and no regrets were noted.

3. Disclosure of Conflicts of Interest

There were no conflicts of interest declared.

4. Consent Matters

The Chair confirmed that all business arising has been actioned or is on this agenda. Governors were asked if they wished to comment on or remove any items from the Consent Matters list. Hearing no comments, the following resolution was considered:

THAT the Board approve the Consent Matters, including all applicable motions.

- a) Approval of Agenda
- b) Approval of Minutes – #582 (2021-02-25)
- c) Business Arising from Minutes
- d) Programming Approval(s)
 - i. Acting for Screen and Stage
- e) Board Reports:
 - i. Board Process Committee Report
 - ii. Audit Committee Report

Adopted – Resolution #58301

B. COMMITTEE OF THE WHOLE IN CAMERA

THAT the Board move into the Committee of the Whole at 4:32 p.m.

Adopted – Resolution #58302

C. REPORT OF THE COMMITTEE OF THE WHOLE IN CAMERA

THAT the Committee of the Whole rise and report at 5:25 p.m.;
AND THAT the matters discussed proceed as presented.

Adopted – Resolution #58305

There was a five minute break at 5:25 p.m.

Following the break, the individuals listed below were re-admitted/admitted to the meeting:

- Michele Beaudoin, Vice-President, Student Services
- Gary Lima, Senior Vice-President, Academic
- Jeff Low, Chief Human Resources Officer
- Jenny Ruz, Vice-President, Finance and Administration
- Jeff Wright, Vice-President, Corporate Strategy and Business Development
- Cheryl McMurray, Executive Assistant, Office of the President
- Danielle Villeneuve – Manager, Financial Planning and Analysis
- Bosco Yuan – Executive Director, Finance

D. STRATEGIC PLAN IMPLEMENTATION (BUDGET)

The Chair called on Louise Poole, Audit Committee Chair, who introduced this item confirming that the Draft 2021-22 Budget was reviewed, discussed in detail and accepted as presented at the March 11th Audit Committee meeting and that it along with monitoring reports D-05 (Financial Planning) and D-12 (Capital Planning) are being recommended for approval by the Audit Committee.

Jenny Ruz, Vice-President Finance and Administration, summarized the Budget presentation included with the Board materials. The following was highlighted:

- Key operating assumptions
- The budget over budget comparison.
- Board approved capital projects
- The financial outlook to 2023/24
- Financial Health Indicators

There was a brief discussion regarding the Financial Health Indicators.

The following motion was provided for the Board's consideration:

THAT the Board of Governors approves the 2021-22 Strategic Plan Implementation (Budget) as presented.

Adopted – Resolution #58306

1. Financial Planning Monitoring Report (Policy D-05)

The Chair called on Jenny Ruz, Vice-President Finance & Administration, to summarize and take questions on the Financial Planning Monitoring Report (D-05) that was provided with the meeting materials. It was noted that it is management's assertion that the College is in compliance with this policy with the exception of section 1.9 as the 2020-21 financial plans were presented to the Board in June 2020 due to COVID-19. We will be in compliance now as the financial plans have been presented prior to May 01, 2021.

There being no questions, the following resolution was provided for the Board's consideration:

THAT the Board of Governors approves the Financial Planning Monitoring Report (D-05) based on reasonable interpretations of Board Policy and evidence demonstrating compliance with policy, representing effective performance.

Adopted – Resolution #58307

2. Capital Planning Monitoring Report (Policy D-12)

Jenny Ruz, Vice-President Finance & Administration, summarized and took questions on the Capital Planning Monitoring Report (D-12) that was provided with the meeting materials. Management's assertion of compliance and the facility index of 7% (good) was confirmed.

There being no questions, the following resolution was provided for the Board's consideration:

THAT the Board of Governors approves the Capital Planning Monitoring Report (D-12) based on reasonable interpretations of Board Policy and evidence demonstrating compliance with policy, representing effective performance.

Adopted – Resolution #58308

E. MONITORING REPORTS

1. Meeting Labour Market Needs Monitoring Report (A-40)

The Chair called on Gary Lima, Senior Vice-President, Academic, to summarize and take questions on the monitoring report provided with the meeting materials.

The positive results in the areas of job knowledge and entrepreneurial skills was highlighted. There was a discussion regarding the program development process and written communication results.

The following resolution was provided for the Board's consideration:

THAT the Board of Governors approves the Meeting Labour Market Needs Monitoring Report (A-40) based on reasonable interpretations of Board Policy and evidence demonstrating compliance with policy, representing effective performance.

Adopted – Resolution #58309

2. Interaction with Students and Applicants Monitoring Report (Policy D-40)

The Chair called on Michele Beaudoin, Vice-President, Student Services, to summarize and take questions on the monitoring report provided with the meeting materials.

There was a discussion regarding plagiarism and the hiring of an Academic Integrity manager and the introduction of the Student Concern Committee to assist in the continued reduction of Code of Conduct incidents.

The following resolution was provided for the Board's consideration:

THAT the Board of Governors approves the Interaction with Students and Applicants Monitoring Report (D-40) based on reasonable interpretations of Board Policy and evidence demonstrating compliance with policy, representing effective performance.

Adopted – Resolution #58310

F. CHAIR'S REPORTS

The Chair reported the following:

- The Annual Board of Governors Effectiveness Survey will be circulated in the coming days and Governors are asked to complete this anonymous survey. The results will be shared at the Workshop.
- The Task Force/Committee Sign-Up Sheets will be sent in the coming weeks.
- The virtual Dental Lab opening is planned for May 27th.
- Congratulations to Thomas Hutchison-Hounsell on his election to Board of Governors Student Representative for 2021-22.

The Chair's Report was accepted as presented.

G. ELECTION OF CORPORATE OFFICERS

The Chair summarized the process regarding the nomination and voting for Elected Officers as outlined in the Elected College Officers Policy B-25.05.

To avoid any perceived conflict of interest, the annual election process for all Elected Officers was convened by the Board Treasurer, Jenny Ruz.

There was a call for nominations for the position of Chair:

Michele Martin was nominated by Stephen McClatchie and seconded by Connie Graham.

There being no further nominations the following motion was provided for the Board's consideration:

THAT the nominations for Chair be closed.

Adopted – Resolution #58311

Michele Martin thanked Board members for the nomination and indicated she is looking forward to leading this team of dedicated individuals.

The following motion was provided for the Board's consideration:

THAT the Board of Governors approve the acclamation of Michele Martin as Board Chair for a one-year term beginning September 1, 2021.

Adopted – Resolution #58312

There was a call for nominations for the position of First Vice-Chair:

Stephen McClatchie was nominated by Brad Duncan and seconded by Tom Davis.

There being no further nominations the following motion was provided for the Board's consideration:

THAT the nominations for First Vice-Chair be closed.

Adopted – Resolution #58313

Stephen McClatchie said a few words of appreciation then the following motion was provided for the Board's consideration:

THAT the Board of Governors approve the acclamation of Stephen McClatchie as First Vice-Chair for a one-year term beginning September 1, 2021.

Adopted – Resolution #58314

There was a call for nominations for the position of Second Vice-Chair:
Louise Poole was nominated by Paul Cocker and seconded by Tammie Ashton.

There being no further nominations the following motion was provided for the Board's consideration:

THAT the nominations for Second Vice-Chair be closed.

Adopted – Resolution #58315

Louise Poole expressed her appreciation for the nomination and excitement looking forward. The following motion was provided for the Board's consideration:

THAT the Board of Governors approve the acclamation of Louise Poole as Second Vice-Chair for a one-year term beginning September 1, 2021.

Adopted – Resolution #58316

H. ADJOURNMENT

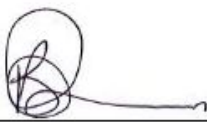
There being no further business, the resolution for adjournment was considered.

THAT the meeting be adjourned at 6:29 p.m.

Adopted – Resolution #58317



Lisa McIntyre, Recording Secretary



Brad Duncan, Chair