

MINUTES OF THE FIVE HUNDRED AND NINTEY SECOND MEETING  
BOARD OF GOVERNORS  
FANSHAWE COLLEGE

Meeting #592 – Zoom

Thursday, 2022 03 24

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Present:

Michele Martin - Chair  
Tom Davis  
Peter Devlin, President  
Michael Geraghty  
Thomas Hutchison-Hounsell  
Sandy Jansen - Virtual  
Larry MacKinnon  
Stephen McClatchie  
Louise Poole – Virtual (left at 5:00 PM)  
Dave Schwartz  
Christine Spicer  
Terry Zavitz – Virtual  
Eric Weniger

Regrets:

Tammie Ashton  
Paul Cocker  
Brian Foster  
Larry Lau

Resource Personnel:

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

Catherine Gordon – Senior Researcher - Virtual  
Bruce Smith – Executive Director, Business Development & Strategic Support - Virtual  
Bosco Yuan – Executive Director, Finance - Virtual

There was a tour of the Dental Lab at 4:00 PM provided by:

- Pam McLaughlin – Dean, Faculty of Health, Community Studies and Public Safety
- Tony Mallette – Associate Dean, School of Health Sciences
- Sylvie Richer – Manager, Health and Wellness Clinics

#### 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 acknowledged and honoured the Anishnaabe, Haudenosaunee, and Lenape people of Southwestern Ontario as the traditional owners and custodians of the lands and waterways where Fanshawe College is located. She continued by welcoming everyone to the meeting and noted regrets and virtual attendees.

##### 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 – #590 (2022-02-24), #591 (2022-03-08)
- c) Business Arising from Minutes
- d) Programming Approval(s)
  - i. Electronics and Embedded Systems Development
  - ii. Microcredentials
- b) Board Reports:
  - i. Board Process Committee Report
  - ii. Audit Committee Report

***Adopted – Resolution #59201***

#### B. STRATEGIC PLAN IMPLEMENTATION (BUDGET)

The Chair called on Louise Poole, Audit Committee Chair, who introduced this item confirming that the Draft 2022-23 Budget was reviewed, discussed in detail and accepted as presented at the March 2<sup>nd</sup> 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 information and PowerPoint 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 2024/25
- Financial Health Indicators

There was a discussion regarding international enrollment and direct costs.

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

**THAT the Board of Governors approves the 2022-23 Strategic Plan Implementation (Budget) as presented.**

***Adopted – Resolution #59202***

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 and noted the forecasted surplus of \$12.5M.

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 #59203***

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 status of the Master Plan review were 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 #59204***

### C. 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 level of satisfaction with employment skills and co-op experience was highlighted. There was a discussion regarding written communication results and the plans going forward.

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 #59205***

Catherine Gordon and Bruce Smith left the meeting.

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, the results of the Student Feedback Survey and the work of the Student Concern Committee.

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 #59206***

#### D. CHAIR'S REPORTS

The Chair reported the following:

- The President's 360 Assessment timeline was outlined indicating the survey will launch Wednesday, April 6<sup>th</sup> and close Wednesday, April 20<sup>th</sup>. Results will be shared at the June 9<sup>th</sup> Board meeting.
- 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.
- Board Officer Nominations will take place at the April meeting. Governors were asked to contact a member of BPC if they would like more information or would like to nominate someone for the position of Chair, First Vice-Chair or Second Vice-Chair.
- Governors are asked to complete the meeting survey that will be sent following this meeting.
- Thomas Hutchison-Hounsell was congratulated on being elected Director on the Fanshawe Student Union (FSU) beginning May 01, 2022. In accordance with the FSU's by-laws, Thomas will be stepping down from the Board of Governors on or before April 30, 2022.
- Congratulations to Samrat Raj on his acclamation to the Board of Governors as the Student Representative for 2022-23.

The Chair's Report was accepted as presented.

Bosco Yuan left the meeting.

*There was a 45 minute dinner break at 5:30 p.m.*

#### E. COMMITTEE OF THE WHOLE IN CAMERA

**THAT the Board move into the Committee of the Whole at 6:18 p.m.**

***Adopted – Resolution #59207***

#### F. REPORT OF THE COMMITTEE OF THE WHOLE IN CAMERA

**THAT the Committee of the Whole rise and report at 7:03 p.m.;**  
**AND THAT the matters discussed proceed as presented.**

***Adopted – Resolution #59209***

G. ADJOURNMENT

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

**THAT the meeting be adjourned at 7:05 p.m.**

***Adopted – Resolution #59210***



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Lisa McIntyre, Recording Secretary



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Michele Martin, Chair