

**BOARD OF GOVERNORS
PUBLIC MEETING**

Wednesday, January 23, 2013

3:45 p.m.

**Scholfield Boardroom – Brealey Room #5920
Peterborough, ON**

2010-2015 Strategic Priorities

1. Achieving Excellence in Student Learning
2. Providing Superior Services and Facilities
3. Leading in Sustainability
4. Growing with Positive Results
5. Building Community Success
6. Developing the Fleming Working Environment

Highlighted item(s) are flagged as a generative discussion opportunity.

Est. Time	Item	A = Approve R = Receive I = Information
	1. Call to Order	
1 min	2. Welcome and Introduction of Guests	
1 min	3. Approval of Agenda	Pgs 1-2
1 min	4. Conflict of Interest Declaration	
1 min	5. Unanimous Consent Agenda	Pgs 3-25
	<i>The following items/recommendations have been identified as part of the consent agenda for the public meeting of the Board; Governors are encouraged to call the President/Board Chair/Board Secretary in advance of the meeting if there are questions about a listed consent agenda item.</i>	
	ITEMS: (Enclosed)	
	A 5.1 Minutes of the December 5, 2012 public meeting of the Board	
	A 5.2 Policy #3-341 – Accessibility for Persons With Disabilities	
	R 5.3 Activities of the Board Committees for the month of January 2013	
	R 5.4 Program Advisory Committee Meeting Summaries	
	R 5.5 Index of Correspondence for December 2012/January 2013	
30 min	6. Education of the Board: Student Administrative Council (SAC)	Information
	<i>Members of the SAC Executive will provide a tour the renovated student space and SAC offices. Returning to Room 5920, the Board will have an opportunity to dialogue with SAC President Michael Harris who will comment on the priorities of the student government, activities over the past year, their upcoming election, and the sports field project.</i>	
5 min	7. Reports	Information
	7.1 Board Chair (verbal)	
	7.2 a) President (verbal)	
	b) College Activity (Enclosed)	Pgs 26-28
	7.3 Liaison Governor: President's Advisory Council	
	<i>No report. Governors are asked to advise the Board Secretary if interested in attending the January 24 meeting (in Peterborough at 4:00 p.m.) in this role.</i>	
	7.4 "Connecting with Our Communities"	
	<i>This is a roundtable opportunity for Governors to comment on events they have attended and/or debrief on a recent event.</i>	
	7.5 Report from the In-Camera Meeting (verbal)	
20 min	8. Program Quality Assurance Process Audit (PQAPA)	
	The PQAPA is a provincial standard for college postsecondary program quality assurance. It supports the responsibility of each college and its board to manage the quality of their programs and is intended to review the existing quality assurance practices in place at each college.	
	Each college submits a self-study identifying their strengths, areas of improvement, and the plans to ensure that those improvements take place. Each external audit of a college's processes culminates in a report documenting the degree to which their processes conform to the criteria which define exemplary quality assurance processes, and in recommendations aimed at improvement and enhanced consistency with the quality criteria.	

A college is audited once every five years. Fleming was audited in 2008.

To facilitate discussion, the following questions are offered:

Questions

1. What aspects of the Board's fiduciary responsibility should the Board reflect on as part of this process?
2. How can the Board best carry this out using Committee discussion and full Board deliberation?
3. What further information would the Board wish to have in order to undertake an assessment of its own practices?

- 15 min **9. Business Arising from Previous Meetings**
- I 9.1 KTTC Construction Progress Report (*Enclosed*) Pgs 29-30
 - I 9.2 Centre of Excellence Update (*verbal*)
- 15 min **10. New Business / Board Decision Items**
- A 10.1 Program Modification: Plumbing Techniques to Mechanical Techniques - Plumbing (*Enclosed*) Pgs 31-32
 - I 10.2 Winter 2013 Enrolment (*Enclosed*) Pg 33
- 11. Other Business (*includes items removed from the Consent Agenda*)**
- 10 min **12. Private Session**
- Members of the Board are reminded of the *private session* that will take place at the conclusion of the public meeting agenda.
- 13. Adjournment** approx. 5:35 p.m.

Added January 23, 2013:

Agenda Item 6 - SAC Report (pgs 34 to 36)

Agenda Item 7.1 - Board Chair's Report (pgs 37 to 39)

Agenda Item 7.2a - President's Report (pgs 40 to 41)

UNANIMOUS CONSENT AGENDA

SOURCE

- Board Policy 1-102L, *Guidelines for the Consent Agenda*

<p>Action Required</p> <ul style="list-style-type: none"> • for Information • for Consultation and/or Discussion • for Approval (motion required) 	<p>THAT the Board of Governors of Sir Sandford Fleming College, by unanimous consent,</p> <p><i>approve the</i></p> <p>5.1 minutes of the December 5 2012 public meeting of the Board; 5.2 College Policy #3-341, <i>Accessibility for Persons With Disabilities</i>;</p> <p>and</p> <p><i>receive, for information, the</i></p> <p>5.3 Report on the Activities of the Board Committees for the month of January 2013 5.4 Meeting Summaries of the <i>Heavy Equipment Techniques</i> (October 25, 2012), <i>Sustainable Agriculture</i> (November 1), <i>Geographic Information Systems</i> (November 8) and <i>Earth Resources Technician</i> (November 9) Program Advisory Committees; 5.5 Index of Correspondence for December 2012/January 2013</p> <p>as circulated.</p>
<p>Prepared by</p>	<p>Board Office</p>

BOARD OF GOVERNORS

Public (*Open Session*) Meeting

Wednesday, December 5, 2012

Frost Campus, Boardroom – Room #252

Lindsay, ON

MINUTES

Present: Mr. Astell, Mr. Degeer, Dr. Dockstator, Mr. Gulston, Ms. Kerrigan, Ms. Kloosterman, Mr. Mackle, Ms. Maki, Mr. McLean (Chair), Ms. Merrett, Mr. Nesbitt, Ms. Ross, Mr. Sexton, Ms. Shill, Mr. Stanford, Ms. Sutcliffe-Geens, and Dr. Tilly for the Board.
Ms. McFadden.

Senior Administration: Dr. Angel, Mr. Baker, Ms. Crook, Mr. Meadwell, Ms. Pawley-Boyd, Mr. Van Parys.

Guests: Ms. Skilton, Dean/Principal – Frost Campus; Mr. Jefford, Manager – Student Life
Mr. Cox – SA President; Mr. Crigger – SA Vice-President; Mr. Mattar, SA General Manager
Ms. Copeland, College Communications

1. Call to Order

The Chair brought the meeting to order at 4:00 p.m.

2. Introductions

A warm welcome was extended to the meeting guests (listed above).

3. Approval of Agenda

BoG Dec5-2012 #1

Moved and Seconded by Ms. Maki and Ms. Sutcliffe-Geens
THAT the agenda be approved, as circulated

Carried

4. Conflict of Interest Declaration

Governors were invited to declare conflict of interest with respect to the agenda; none declared.

5. UNANIMOUS CONSENT AGENDA

Governors were requested to identify those items to be removed from the Unanimous Consent Agenda and placed on the regular public meeting agenda; none were identified.

BoG Dec5-2012 #2

Moved and Seconded by Mr. Sexton and Mr. Gulston
THAT the Board of Governors of Sir Sandford Fleming College

- **approve the minutes of the October 24, 2012 public meeting of the Board of Governors;**

and receive, for information, the

- **Report on the Activities of the Board Committees for the month of November 2012;**
- **Meeting Summaries for the *Practical Nursing* (October 22, 2012), *Pharmacy Technician* (October 17), *Child and Youth Worker* (November 1) and *Esthetician* (November 5) Program Advisory Committees, and the 2012-2013 Schedule of Advisory Committee Meetings; and the**

- **Index of Correspondence for October/November 2012**
as circulated.

Carried

6. Education of the Board

- a) Frost Student Association: The Board welcomed Michael Cox, SA President, Matt Crigger, SA Vice-President and Steve Mattar, SA General Manager. The 2011-2012 SA Board resigned mid-way through their term. Through the leadership of Mr. Jefford, college staff worked with the incoming student government to resolve a number of deficiencies within the SA's business practices. Mr. Cox announced that the student body fully supports the direction taken as evidenced through endorsement of changes to the Association's constitution. The Student Association expressed appreciation for the support of the College throughout the process.
- b) Ms. Skilton, Dean – School of Environmental and Natural Resource Sciences and Principal of the Frost Campus, provided a series of slides and video clips highlighting the programs and activities offered at the Campus, with an emphasis on partnerships, a supplement to her written report.

7. Reports

The Board has requested documents be provided in writing in advance of the meeting. Beginning with this meeting, the Chair's Report and the President's Report were emailed to members. A limited number of paper copies will be available at the meeting for guests.

- 7.1 Chair's Report: Thanks were expressed to governors and staff who represented Fleming by attending the 2012 Higher Education Summit and Premier's Awards Gala.
- 7.2 (a) Information that was detailed in the President's Report will now be provided in the agenda package as the College Activity Report.

(b) The President's Report will now focus on government, provincial, system and national activities.
- 7.3 Liaison Governors: Governor Sexton attended November 22 meeting of the President's Advisory Council which included a presentation on activities and initiatives at the Frost Campus as well as on the proposed Centre of Excellence. Part of Council's roundtable included feedback from Sutherland students that were themed in eight areas: Academic, Food Services, Bookstore and Academic, Security and Parking, Student Life, Library, Bursaries and Facilities.
- 7.4 Dean Skilton provided a Frost Campus Update referencing the Report provided in the package. Highlights include the Frost Campus Vision 2011-2015 developed through consultation sessions under the umbrella of the College's Strategic Plan; the Memorandum of Understanding between Fleming and three northern Ontario colleges; and the Canada-India Water Training Consortium led by Fleming College in partnership with the Ontario Clean Water Agency, Centennial College, Confederation College and Northern College.
- 7.5 "Connecting with Our Communities": Governors who participated in the full-day Good Governance session (November 24) and the half-day Board Orientation session (November 25) expressed appreciation for the opportunity. Members of the Board Executive attended the Higher Education Summit (November 25 and November 26) commented on the sessions they attended. Presentations made at the Board Excellence Certificate program are available on the College Centre of Board Excellence website and at the HES through the Colleges Ontario website.

7.6 **Report from the In-Camera Meeting:** The Board utilized the in-camera meeting to: (a) finalize objectives for 2012-2013 (listed on the Chair's Report); (b) adjust committee meetings for January (release the Advancement Committee booking, adjust the meeting start time of the Human Resources Committee to 3:00pm and the Executive Committee to 4:30pm), February (release the Audit Committee booking and reschedule the Advancement Committee to this date/room at 1pm; if an Audit Committee meeting was required, schedule it prior to the February 27 Board meeting) and April (release the April 10 Finance and Property booking, adjust the start time of the Human Resources meeting to 3:00pm and the Executive Committee to 4:30pm; confirm the Finance and Property Committee meeting for April 17); and (c) approve a loan agreement.

8. **Generative Discussion: Fleming's Strategic Mandate Agreement – Centre of Excellence**

Our purpose in holding a Board meeting at another campus is to afford the Board an opportunity to connect with the activity and plans of the campus. A key element of the Strategic Mandate Agreement (SMA) is the Centre of Excellence proposal. Three questions were provided in advance to facilitate discussion; a summary of comments follows each.

From the Board's perspective, which aspects of this proposal have the greatest promise and what are the areas of concern?

- partnerships, working with partners to enhance availability of programming across the province
- mining industry as a platform for development in international communities
- must seek private sector investment and include it in the strategy, e.g. the mining industry

What role should Fleming College ask our municipal partners to play to support the proposed Centre of Excellence?

- there may be opportunity for Fleming to "step up" and be the place for industry, government and First Nations to dialogue and learn about each other and from each other
- mining industry as a platform for development in international communities

What role does the Board wish to play in the development of the College's work on a Centre of Excellence and on a collaborative relationship between Fleming and partner colleges in northern Ontario?

- endorsement of the documentation going forward to the Ministry in January
- emphasis of commitment with partner colleges through Board-to-Board contact
- involvement with MPPs to strengthen the proposal

9. **Business Arising from Previous Meeting/s**

9.1 **Operating Costs of a Campus:** A member made an observation at the October meeting that aesthetics of new construction while often expensive to include are an important part of the overall student experience. This is something to keep in mind during any building project.

9.2 The Board has had discussions on the broader scope of ensuring there is a robust and effective advisory committee system in place. While this has many dimensions including regularity of meetings and membership, a more specific item was identified – that of recognition of program advisory committee members. Some colleges engage advisory committee chairs through an annual event, providing both an opportunity for dialogue with the board and an opportunity to engage in some of the overall developments at the College. It was noted that this type of activity aligns with Board objective #6. Fleming held a similar type of event in the past which was suspended because of size; an option would be to use smaller groups, i.e. by schools or programs.

10. New Business / Board Decision Items

- 10.1 Appointment of External Auditors: Presented by Governor Degeer, KPMG is currently in the fourth year of the five-year contract period. The fee estimate for the 2012-2013 fiscal year is \$77,474 excluding taxes.

BoG Dec5-2012 #3

Moved and Seconded by Mr. Degeer and Mr. Stanford

THAT the Board of Governors of Sir Sandford Fleming College appoint KPMG as the College's External Auditors for the fiscal year ended March 31, 2013.

Carried

- 10.2 Update Budget 2012-2013: Presented by Governor Degeer, the update budget remains balanced.

BoG Dec5-2012 #4

Moved and Seconded by Mr. Degeer and Mr. Nesbitt

THAT the Board of Governors of Sir Sandford Fleming College approve the 2012-2013 Update Budget which provides for

- **Total Revenue of \$95,800,195**
- **Expenditures of \$95,800,195**
- **Capital Expenditure of \$14,615,334**
- **Net Assets at March 31, 2013 of \$9,100,000**

and that the budget be submitted to the Ministry of Training, Colleges and Universities.

Carried

- 10.3 New Program: On behalf of the Committee, Governor Maki presented a proposal for an Ontario College Graduate Certificate in Advanced Water Systems Operations and Management. The program reflects the strategic positioning of the Campus and builds on the resources of the CAWT in preparing students to meet the needs of municipal facilities as well as in corporate settings.

BoG Dec5-2012 #5

Moved and Seconded by Ms. Maki and Ms. Shill

THAT the Board of Governors of Sir Sandford Fleming College approve and offer an Ontario College Graduate Certificate in Advanced Water Systems Operations and Management with an implementation date of September 2013, for forwarding to the Credentials Validation Service for validation of the program and titles and to the Ministry of Training, Colleges and Universities for funding approval.

The Committee Chair and President responded to a series of questions relating to costing of this program and program costs in general.

Carried

11. Other Business

None brought forward.

- 12. Private Session:** The Chair thanked the guests and Senior Administration for their attendance at the public meeting. The Board then moved into a private session.

- 13. ADJOURNMENT OF MEETING** at 5:43 p.m. by Ms. Merrett and Mr. Degeer.

SUBMISSION TO THE BOARD OF GOVERNORS

SUBJECT: *Policy #3-341 – Accessibility for Persons With Disabilities*

SUBMITTED BY: Ms. Crook, Vice-President Human Resources and Student Services on behalf of the Human Resources Committee

SOURCE

- Accessibility for Ontarians with Disabilities Act, 2005 (AODA)
- College Policy #3-341 – Accessibility for Persons with Disabilities, dated March 25, 2009
- Integrated Accessibility Standard Regulation, June 2011
- Fleming College Multiyear Accessibility Plan 2012-2015, endorsed by the Board October 24, 2012
- Accessibility Working Group, December 2012
- Human Resources Committee, meeting January 9, 2013

<p>Background</p> <ul style="list-style-type: none"> • Purpose of this report/request • Past history • Other relevant information 	<p>The current College policy has been revised in response to new AODA requirements under the Integrated Accessibility Standard.</p>
<p>Action Required</p> <ul style="list-style-type: none"> • for Information • for Consultation and/or Discussion • for Approval (motion required) 	<p>For Approval</p> <p>THAT the Board of Governors of Sir Sandford Fleming College approve College Policy #3-341 – Accessibility for Persons With Disabilities, as circulated.</p>
<p>Considerations, Impacts and Options</p> <ul style="list-style-type: none"> • pros and cons 	<p>The College has implemented a multiyear project plan that is mandated under the AODA and that identifies the required changes to existing policies to meet provincial standards. The policy revision is one requirement under this law.</p> <p>Approval of this policy will enable staff to begin a systematic review of related policies.</p>
<p>Financial Implications</p> <ul style="list-style-type: none"> • staff, facilities, equipment • impact on budget 	<p>Implementation of the Accessibility for Persons With Disabilities Policy will ensure the College meets accessibility regulations; however, there will be associated costs. The following items were identified in the Multiyear Accessibility Plan:</p> <ol style="list-style-type: none"> 1. Accessibility awareness training for faculty will require completion by all faculty which could result in meeting costs for contract faculty. 2. Potential conversion costs associated with obtaining alternative formats to be provided on demand as required. 3. Need to begin consideration of longer-term budgetary implications as yet unknown.
<p>Prepared by</p>	<p>Board Office</p>

SIR SANDFORD FLEMING COLLEGE POLICY MANUAL

Policy # 3-341 Accessibility for Persons With Disabilities	
Classification: Section 3 – Human Resources	
Approved by: Board of Governors	Date: (January 2013)
Replaces: # 3-341 – Accessibility for Persons With Disabilities (BoG March 25, 2009 #7)	
Next Policy Review: (January 2018)	Responsibility: Board Human Resources Committee

Purpose / Scope

This policy is intended to meet the requirements of the Accessible Customer Service Standard, Ontario Regulation 429/07, and the Integrated Accessibility Standards, Ontario Regulation 191/11, set forth under the AODA, as they apply to Sir Sandford Fleming College, an educational/training institution as defined in the Education Act.

This policy shall apply to every person who acts on behalf of Sir Sandford Fleming College, whether the person is an employee, third party employee, or volunteer. All areas of the College are accountable for ensuring accessibility for persons with disabilities.

Statement of Organizational Commitment to Accessibility

At Sir Sandford Fleming College, we are committed to building an inclusive and accessible learning and working environment. We believe in and promote the rights of all persons with disabilities as enshrined in the Canadian Charter of Rights and Freedoms, the Ontario Human Rights Code, and the Accessibility for Ontarians with Disabilities Act (AODA, 2005) and its related Accessibility Standards Regulations. The College supports the intent of the AODA and its goal of achieving accessibility for Ontarians with disabilities with respect to goods, services, facilities, accommodations, employment, buildings, structures and premises. The College also affirms the rights of all persons, including those with disabilities, to have access to equal opportunity in employment, education, accommodation or business dealings with the College.

Definitions

ACSS: Accessible Customer Service Standard, Ontario Regulation 429/07

AODA: Accessibility for Ontarians with Disabilities Act (2005)

Disability: The definition of disability used in this policy is the same as that used by the AODA and the Ontario Human Rights Code. That is, a disability is:

- (a) any degree of physical disability, infirmity, malformation or disfigurement that is caused by bodily injury, birth defect or illness and, without limiting the generality of the foregoing, includes diabetes mellitus, epilepsy, a brain injury, any degree of paralysis, amputation, lack of physical co-ordination, blindness or visual impediment, deafness or hearing impediment, muteness or speech impediment, or physical reliance on a guide dog or other animal or on a wheelchair or other remedial appliance or device,
- (b) a condition of mental impairment or a developmental disability,
- (c) a learning disability, or a dysfunction in one or more of the processes involved in understanding or using symbols or spoken language,
- (d) a mental disorder; or
- (e) an injury or disability for which benefits were claimed or received under the insurance plan established under the Workplace Safety and Insurance Act, 1997.

IASR: Integrated Accessibility Standard Regulation 191/11

General Principles

Consistent with the ACSS, the College affirms its commitment to promoting the following principles in all of its policies and interactions with persons with disabilities:

Dignity – treating those with disabilities as customers and clients who are as valued and deserving of effective and full service as any other customer.

Independence – freedom from control or influence of others; freedom to make your own choices.

Integration – allowing people with disabilities to fully benefit from the same services, in the same place and in the same or similar ways as others.

Equal opportunity – treating those with disabilities in accordance with their individual merits, capabilities, circumstances, or characteristics, rather than on the basis of stereotypical assumptions.

Operating Procedure

As per the *Accessibility for Ontarians with Disabilities Act (2005) and its related Accessibility Standards Regulations*, Sir Sandford Fleming College will carry out annual accessibility planning and present the results in a multiyear format (3 to 5 years). The multiyear plan will identify;

- College objectives and the activities it will undertake in order to meet the requirements of the Standard;
- the administrative lead responsible for the accomplishment of objectives and the champions who carry out the major activities;
- the costs associated with the activities; and
- the legal compliance due dates of each item and the timelines within which each objective must be met.

The Accessibility Working Group oversees this planning process and reports annually to the Board of Governors. The group is made up of College employees from key areas, as well as persons with disabilities. The planning process is coordinated by the Coordinator, Diversity and Accessibility, who reports to the Vice-President Human Resources and Student Services. Questions regarding accessibility planning or requests for an alternate format can be directed to the Coordinator, Diversity and Accessibility.

Each area of the College that is identified in the Multiyear Accessibility Plan is responsible for the development, maintenance and implementation of specific operating procedures relating to the Standard. The specific requirements of each Standard are described in the appendices of this policy and are addressed by the Multiyear Plan. The specific written procedures include:

- Alternate Formats Procedure
- Emergency Procedures
- Recruitment and Hiring Procedures
- Employee Accommodation Procedures
- Return to Work Procedures

Related Documents

- *Fleming College Multiyear Accessibility Plan 2012-2015* (endorsed by the Board October 24, 2012)
- *Accessible Customer Service Standard, Ontario Regulation 429/07*
- *Integrated Accessibility Standards, Ontario Regulation 191/11*
- *Access and Accommodations for Students With Disabilities Policy #7-701*
- *Campus Security Policy #4-423*
- *Return to Work Policy and Medical Accommodation Policy #3-342*
- *Recruitment & Hiring procedure to be developed*

Appendices

Appendix A: *Accessible Customer Service Standard*

Appendix B: *Integrated Accessibility Standard*

Appendix C: *Standard for Accessible Built Environments*

Monitoring of Operating Procedure

Next Review: *January 2016*

Responsibility of: *Vice-President Human Resources and Student Services*

Procedure Review Summary:

2011-2012 Accessibility Plan

Responsibility: Coordinator, Diversity and Accessibility

Endorsed by the Board October 26, 2011

*Fleming College Multiyear Accessibility Plan 2012-2015
(including the 2011-2012 Accessibility Report)*

Responsibility: Coordinator, Diversity and Accessibility

Endorsed by the Board October 24, 2012

Accessible Customer Service Standard

As per ACSS 429/07, Sir Sandford Fleming College will follow the principles of **independence, dignity, integration** and **equality of opportunity** in its provision of goods and services to members of the public with disabilities.

In such cases where a person with a disability requires the use of their own personal **assistive devices** in order to access the goods and services provided by the College, they are welcome to do so. Assistive devices include, but are not limited to the following examples: hearing aids, wheelchairs, electronic organizers, magnifying devices, electronic voice synthesizers.

Persons with disabilities who rely on the service of a **guide dog** or other **service animal** are welcome to bring such animals with them to the College in order to access the goods and services provided. The only exception to this practice is where such animals are prohibited by law.

If the use of a **support person** is required in order to access the goods and services provided by the College, persons with disabilities are welcome to bring such support persons with them to the College. A support person may be a trained professional, friend or family member – whomever the person with a disability deems appropriate.

Specifically, the College will:

- Use reasonable efforts to ensure that its policies, practices and procedures are consistent with the core principles of independence, dignity, integration and equality of opportunity.
- Ensure all members of the College community communicate with a person with a disability in a manner that takes into account his or her disability.
- Where admission fees are charged, provide notice ahead of time on what admission, if any, would be charged for a support person of a person with a disability.
- Provide notice when facilities or services that people with disabilities rely on to access or use the College's goods or services are temporarily disrupted.
- Train staff, volunteers, contractors and any other people who interact with the public or other third parties on the College's behalf on a number of topics as outlined in the customer service standard.
- Train staff, volunteers, contractors and any other people who are involved in developing College policies, practices and procedures on the provision of goods or services on a number of topics as outlined in the customer service standard.
- Establish a process for people to provide feedback on how the College provides goods or services to people with disabilities and how the College will respond to any feedback and take action on any complaints. Additionally, the College shall make the information about its feedback process readily available to the public.
- Communicate all these services and procedures to the public in an accessible manner, including their provision in alternative formats. This includes posting this policy, the annual plan and report and associated documentation on the College's website.

Integrated Accessibility Standard

General Requirements

As per the IASR 2011, Sir Sandford Fleming College will maintain the *Accessibility For Persons With Disabilities Policy 3.341*, governing how it will achieve accessibility and uphold its commitment to meeting the accessibility needs of persons with disabilities in a timely manner. **Specifically, the College will:**

- Implement this policy in all aspects of its operations.
- Make this policy document publicly available, and in an accessible format upon request.

The College will establish a multi-year accessibility plan outlining its strategy to prevent and remove barriers, and meet its requirements under the IASR. **Specifically, the College will:**

- Establish this plan in consultation with persons with disabilities or an advisory committee.
- Post this Accessibility Plan on its website and provide the plan in an accessible format upon request.
- Review and update its accessibility plan once every three to five years in consultation with persons with disabilities and the Accessibility Working Group.

Each year, the College will prepare an annual status report on the steps taken to implement the accessibility plan, post this status report on its website, and provide it in an accessible format, upon request.

Also, Sir Sandford Fleming College will:

- Incorporate accessibility criteria and features when procuring or acquiring goods, services or facilities, except where it is impracticable to do so.
- Incorporate accessibility features when designing, procuring or acquiring self-service kiosks.
- Provide training for its employees and volunteers regarding the IASR and the Ontario Human Rights Code.

Training will be provided for those responsible for developing College policies, and for all others who provide goods, services or facilities on behalf of the College.

Accessible Information and Communication

As per the IASR 2011, Sir Sandford Fleming College is committed to ensuring information and communications are accessible. **Specifically, the College will:**

- Make feedback processes accessible to people with disabilities by providing, or arranging to provide, accessible formats and communications supports, upon request.
- Notify the public about the availability of these accessible formats.
- Provide or arrange to provide, upon request, accessible formats and communication supports in a timely manner and at no additional cost to a person with a disability. The College will take into account the person's accessibility needs when addressing the request.
- Provide public emergency procedures, plans, and public safety information in an accessible format or with appropriate communication supports as soon as practicable, upon request.
- Ensure that web content conforms to the Web Content Accessibility Guidelines (WCAG) 2.0 at Level AA. Web content includes any information that resides on an extranet or intranet web site.
- Provide training materials and learning resources in accessible formats that take into account the needs of students with disabilities.
- Make student records and program information available in accessible formats, upon request, such as course requirements, descriptions, and availability.

- Provide accessibility awareness training related to accessible program or course delivery and instruction to faculty and instructors. The College will keep a record of the training provided, including the dates on which the training was provided, and the number of individuals to whom it was provided.
- Ensure that libraries within the College will provide accessible or conversion-ready materials within its collections for individuals with disabilities, upon request. These may include print materials, digital or multimedia resources, or specific materials for a person with a disability.

Accessible Employment

As per the IASR 2011, Sir Sandford Fleming College is committed to ensuring its employment practices are accessible. **Specifically, the College will:**

- Notify all applicants that accommodations are available throughout the recruitment process and provide suitable accommodations upon request.
- Notify employees of the policies supporting employees with disabilities and provide information on these policies to new employees upon hire.
- Provide accessible formats and communications supports for job or workplace information upon request.
- Provide accessible workplace emergency response information to all employees and individualized emergency response plans for employees who self-identify as having a disability and who request such a plan, as soon as practicable.
- Provide information to persons designated to provide emergency assistance upon consent of the employee with the disability.
- Review individualized workplace emergency response information annually, or as required.
- Ensure there is a formal, documented return-to-work procedure.
- Ensure there are formal, written procedures for documented individual accommodation plans.
- Include accessibility considerations in performance management, career development and advancement, and redeployment processes.

Accessible Transportation

As per the IASR 2011, the College is committed to continually ensuring its transportation services and contracted services are accessible to both employees and students. In order to ensure that employees and students with disabilities can participate in any curricular or extra-curricular activity organized by the College, accessible transportation will be provided to upon request.

Standard for Accessible Built Environments

As per the draft Built Environment Standard, the College is committed to ensuring its built environment is accessible. This appendix will be revised when the relevant regulation is proclaimed as law by the government of Ontario.

REPORT TO THE BOARD OF GOVERNORS

SUBJECT: *Activities of the Board Committees for the Month of January 2013*
PRESENTED BY: Governor McLean, Chair – Board of Governors

Background	A report detailing the activities of the Board Committees at meetings held on January 9, 2013.
Action Required • for Information • for Consultation • for Discussion • for Approval (motion required)	For information.
Prepared by	Board Office

Academic and Student Affairs Committee
Governor Maki – Committee Chair

The Committee reviewed a proposal to modify the Plumbing Techniques program of instruction to an Ontario College Certificate in Mechanical Techniques – Plumbing, recommending it for Board approval.

Members received a Program Review Report from the School of Community Development and Health which highlighted the ECE program. The Committee also noted the College’s decision to suspend the Fall 2013 intake of the HIM program.

The Committee held a preliminary discussion with respect to Work Integrated Learning.

Finance and Property Committee: the meeting was cancelled. Attached, for information, is a document outlining the College’s financial position for the period ending December 31, 2012.

Advancement Committee: rescheduled to February 13.

Human Resources Committee
Governor Dockstator – Committee Chair

The Committee received a briefing on college leadership succession planning and reviewed the President’s objectives for 2012-2013. The revised *Accessibility for Persons With Disabilities policy* was reviewed and recommended for Board approval.

Executive Committee
Governor Ross – Committee Chair

The Executive Committee assists the Board with carrying out its responsibilities. The Committee identified the February meeting to begin the operational review process of the Board committees. The Committee will commence the annual review of the Board skills profile at the March meeting; this matrix is a key element in the recruitment process.

The Executive was not required to act on the Board’s behalf.

SIR SANDFORD FLEMING COLLEGE
Statement of Revenue and Expenditures
For the Period Ending December 31, 2012



	Current Year			Prior Year			Variance
	Actual To 31-Dec-2012	Budget Current Year	YTD/Budget %	Actual To 31-Dec-2011	Actual Prior Year	YTD/Year %	Difference %
Revenue							
Grants and Reimbursements	30,610	45,609	67.1%	28,828	44,377	65.0%	2.2% F
Student Tuition Fees	19,487	21,808	89.4%	18,511	19,725	93.8%	-4.5% U
Contract Training	170	716	23.7%	99	504	19.6%	4.1% F
Other Income							
Other Income	4,603	7,156	64.3%	3,925	7,119	55.1%	9.2% F
Ancillary Fees	3,015	4,004	75.3%	3,112	3,941	79.0%	-3.7% U
Total Other Income	<u>7,618</u>	<u>11,160</u>	<u>68.3%</u>	<u>7,037</u>	<u>11,059</u>	<u>63.6%</u>	<u>4.6% F</u>
Amortization of Deferred Capital Contributions	2,783	3,710	75.0%	2,834	3,778	75.0%	0.0% U
Total Operating Revenues	<u>60,666</u>	<u>83,004</u>	<u>73.1%</u>	<u>57,308</u>	<u>79,444</u>	<u>72.1%</u>	<u>1.0% F</u>
Investments	10						F
Skills Programs	2,633	3,218	81.8%	2,734	3,213	85.1%	-3.3% U
Tuition Holdback Bursaries	1,298	2,220	58.5%	1,019	1,766	57.7%	0.8% F
Ministry Bursaries	503	623	80.7%	755	1,037	72.8%	7.9% F
Special Projects	1,196	2,380	50.2%	1,108	1,773	62.5%	-12.3% U
Facilities Renewal and Renovation Projects	386	421	91.7%	619	533	116.2%	-24.5% U
Ancillary Operations	3,291	3,934	83.7%	3,073	3,863	79.6%	4.1% F
Adjustments to Deferred Derivative Liability					454	0.0%	F
Total Revenue	<u>\$ 69,983</u>	<u>\$ 95,800</u>	<u>73.1%</u>	<u>\$ 66,617</u>	<u>\$ 92,083</u>	<u>72.3%</u>	<u>0.7% F</u>

SIR SANDFORD FLEMING COLLEGE
Statement of Revenue and Expenditures
For the Period Ending December 31, 2012



	Current Year			Prior Year			Variance
	Actual To 31-Dec-2012	Budget Current Year	YTD/Budget %	Actual To 31-Dec-2011	Actual Prior Year	YTD/Year %	Difference %
Expenditures							
Salaries and Benefits							
Salaries, Full Time	27,955	37,297	75.0%	26,678	36,129	73.8%	1.1% U
Salaries, Part Time	7,592	11,638	65.2%	7,513	11,586	64.9%	0.4% U
Benefits	7,148	10,274	69.6%	6,648	9,529	69.8%	-0.2% F
Total Salaries and Benefits	42,696	59,209	72.1%	40,839	57,244	71.3%	0.8% U
Non-Salary Expenses							
Instructional Support Costs	3,452	4,356	79.2%	3,359	4,593	73.1%	6.1% U
Travel and Professional Development	621	1,140	54.5%	605	1,032	58.6%	-4.1% F
Advertising	562	916	61.4%	474	849	55.8%	5.5% U
Telephone, Audit, Legal & Insurance	780	885	88.1%	607	905	67.1%	21.0% U
Equipment Maintenance	285	383	74.3%	267	367	72.7%	1.6% U
Plant and Security	1,392	2,347	59.3%	1,431	2,405	59.5%	-0.2% F
Rentals and Taxes	826	973	84.9%	797	914	87.3%	-2.3% F
Utilities	1,119	2,096	53.4%	1,096	1,906	57.5%	-4.1% F
Contract Services Trent		1,804	0.0%		1,750	0.0%	0.0% U
Services & Other	1,650	3,016	54.7%	1,382	2,516	55.0%	-0.2% F
Long Term Debt Interest	71	91	78.7%	92	120	76.9%	1.9% U
Amortization of Capital Assets	4,225	5,633	75.0%	4,011	5,348	75.0%	0.0% U
Total Non-Salary Expenses	14,983	23,639	63.4%	14,121	22,705	62.2%	1.2% U
Total Operating Expenditures	57,679	82,849	69.6%	54,960	79,948	68.7%	0.9% U
Investments	464	882	52.6%	19	38	50.9%	1.7% U
Skills Programs	1,760	2,798	62.9%	1,827	2,799	65.3%	-2.4% F
Tuition Holdback Bursaries	1,298	2,220	58.5%	1,019	1,766	57.7%	0.8% U
Ministry Bursaries	503	623	80.7%	755	1,037	72.8%	7.9% U
Special Projects	1,196	2,380	50.2%	1,108	1,756	63.1%	-12.9% F
Facilities Renewal and Renovation Projects	386	421	91.7%	619	549	112.7%	-21.0% F
Ancillary Operations	2,554	3,626	70.4%	2,798	3,617	77.4%	-6.9% F
Total Expenditures	\$ 65,841	\$ 95,800	68.7%	\$ 63,105	\$ 91,510	69.0%	-0.2% F
Net	\$ 4,143	\$ 0		\$ 3,512	\$ 573		

**Heavy Equipment Techniques
Advisory Committee meeting
October 25, 2012
10:00 am to 1:00 pm
Room 506, Heavy Equipment Centre, Frost Campus**



MINUTE SUMMARY SHEET

Present: Kyle Hutchinson (Toromont CAT); Dave Jackson (Green Tractors Inc.); Steve Jeffrey (Strongco Equipment); Larry McLean (Drain Bros. Construction); David Pali (GENREP)

Regrets: Kevin Cornish (Nortrax); Perry Fell (Luff Industries); Glenn Ferguson (Aecon Construction & Materials Ltd.); Ron Lambert (CAED Ontario Chapter); Rick McMillan (GAL Power Systems); Linda Skilton (Principal/Dean); Frank Tam Skytec); Jeremy Thurston (Green Tractors Inc.); Marie Walden-Oulahen (Career Educator, Career Services)

Fleming Staff: Mary Ann Elliott (Academic Lead); Terri Geerinck (Curriculum Consultant); Scott Heard (Professor/Coordinator, Heavy Equipment Programs); Shirley Norman (Professor IDS); Carmen Moore (Faculty, Heavy Equipment Techniques program); Cathy Stalkie (Professor, IDS); Vincent Malouin (student); Chris Di Domizio (student)

Recorder: Cathy Alldred

	Key Points / Actions	Follow-up / Status
1.	College/Campus/School Updates Report was distributed by Linda Skilton prior to the meeting.	
2.	Program Review – all members present indicated an interest in taking part in the program review. Terri Geerinck will provide information prior to the December meeting.	Terri Geerinck to send information to all committee members and arrange meeting.
3.	<u>Proposed New Course</u> Scott Heard proposed combining two Semester 1 courses: "Basic Shop Practices" and "Parts, Maintenance and Service" (45 hs each), and creating two new courses "Trade Practices" and Innovations in Heavy Equipment. Members agreed.	
4.	<u>Hoisting, Rigging and Blocking</u> After discussion with members, Carmen indicated the program will look at formalizing the hoisting, rigging and blocking training which is already covered in the curriculum, and make that a mandatory element.	
5.	<u>Tier 4 Emissions</u> Scott Heard noted that the college is looking for components to use when teaching Tier 4 emissions. Several members offered the College access to their on-line training materials for use by the students.	
6.	<u>Student Success</u> Applications are very strong for January 2013, and a 4 th section (of 20 students) has been added. Industry has indicated they could employ more graduates, but the program is limited by available space.	
7.	<u>Trends for next 5 years</u> <ul style="list-style-type: none"> • Anticipate a boom in the mining industry • Will need maintenance workers to work on aggregate processing • A specialty program could be created to focus on the mining industry, and offered as an add-on to the HET Program. This type of program could attract graduates as well from the Geology and Resources Drilling and Blasting programs, as an enhancement to their skill sets. 	
	<u>Natural Gas Powered Generator</u> The Program faculty would like to look into the long term viability of purchasing a natural gas powered generator. It is recognized that troubleshooting for natural gas powered machinery will be a big requirement for students in the future.	

	<u>Committee Chair</u> David Pali agreed to stay on as Chair.	
	<u>Professional Development</u> Several members offered to provide PD experiences for faculty, via attending training sessions or demonstrations at members' shops.	Members to offer suggestions to staff re: PD opportunities.
8.	Next Meeting: October 2013, during reading week.	

Sustainable Agriculture Advisory Committee Meeting
November 1, 2012
4:00 pm to 7:00 pm
Room 252, Frost Campus



MINUTE SUMMARY SHEET

- Present:** Jessica Foote (Chair) (Lunar Rhythm Gardens); Frank Smith (Toward Balance); Harry Stoddart (Stoddart Family Farm); Doug Plaunt; Pat Learmonth (OSCIA/Farms at Work); Garry Lean; Kelly Maloney (City of Kawartha Lakes)
- Regrets:** Daniel Dell; Barb Elliot (Professor, Ecosystem Management); Terri Geerinck (Curriculum Consultant); Peter Hughes (Sir Sandford Fleming College); Tom Hutchinson (Trent University); Montana Jones (Wholearth Farmstudio); Heather Kerrigan (Marketing Consultant, Sir Sandford Fleming College); Sally Knight; Shirley Norman (Sir Sandford Fleming College); Trish O'Connor (Sir Sandford Fleming College); Cathy Stalkie (Professor, IDS); Marie Walden-Oulahen (Career Educator, Career Services, Sir Sandford Fleming College)
- Fleming Staff:** Mary Ann Elliott (Academic Lead); Christine Halbot (Student); Sara Kelly (Professor/Coordinator); Annie Richard (Sir Sandford Fleming College); Linda Skilton (Principal/Dean)
- Recorder:** Cathy Alldred

	Key Points / Actions	Follow-up / Status
1.	College/Campus/School Updates Report was distributed by Linda Skilton prior to the meeting.	
2.	Student Profile and Graduate Success: 9 students will complete the program this year – 4 men and 5 women. Last year 13 students graduated.	
3.	Admissions Requirements: Linda Skilton suggested we look at previous classes, specifically students' backgrounds and what type of success they've had to ensure the admission requirements are appropriate.	
4.	E-Learning: various technologies were discussed for inclusion in curriculum, i.e. GPS, Google Earth, e-marketing.	
5.	Strategies to increase enrolment: Various strategies discussed, including approaching the College Foundation to seek out scholarships for students as the cost of tuition is a barrier for some students. Extensive marketing has been done by program staff.	Linda Skilton to follow-up with City of Kawartha Lakes Mayor, Ric McGee re: proposed sale of City agriculture lands.
6.	Next Meeting: First week of October 2013	

**Geographic Information Systems Program
Advisory Committee Meeting
November 8, 2012
1:00 to 4:00 pm
Room 252, Frost Campus**



MINUTE SUMMARY SHEET

Present: James Britton (Ministry of Natural Resources); Frank Kenny (Ministry of Natural Resources); Chris North (43 North Consulting); Chris Wilkinson (Conservation Ontario)

Regrets: Dan Bulger (ESRI Canada); Paul Heersink (ESRI Canada); Mike MacLean (City of Peterborough); Gordon McElravy (Autodesk); Shirley Norman (Fleming College); Stewart O'Brien (Faculty); Stephen Pelletier (Faculty); Tammy Sikma (County of Peterborough); Karen Whillans-Browning (Faculty); Al Buckle (Teranet); Jury Konga (eGovFutures Group); Beatriz Vitorino

Fleming Staff: Terri Geerinck (Curriculum Consultant); Lawrie Keillor-Faulkner (Professor/Coordinator, GIS Program); Linda Skilton (Dean/Principal); Marie Walden-Oulahen (Career Educator, Career Services); Chelsea Gurr (student)

Recorder: Cathy Alldred

	Key Points / Actions	Follow-up / Status
1.	College/Campus/School Updates Report was distributed by Linda Skilton prior to the meeting. Linda Skilton highlighted the MOU recently signed by Fleming, Boreal, Confederation and Northern Colleges. A marketing firm has been hired to create a new brand (image and look) for Frost Campus. Members were enthusiastic about Frost having its own branding to focus on the unique aspects of this campus.	
2.	Staff are developing an e-learning course: Business Practice for GIS Professionals. This course will be offered through Ontario Learn in the spring of 2013. In general the introduction of e-learning can enrich and augment the experience for students at this campus, but must be done without impacting on the core teaching.	
3.	Enrolment is strong and employment prospects for graduates excellent.	
4.	Discussion took place around what the possible designation as a Centre for Excellence in the Environmental and Natural Resource Sector.	
5.	Next Meeting: Next meeting date will be scheduled tentatively for May 8, 2013. Time 1-4 pm.	

**Earth Resources Technician
Advisory Committee meeting
Date: November 9, 2012
12:00 to 3:00 pm.
Room 252, Frost Campus**



LEARN | BELONG | BECOME

MINUTE SUMMARY SHEET

- Present:** Thomas Grace (Tom Grace & Associates); Chris Gunning (SGS Lakefield Research Ltd.); Joel Kimmett (Geo-Logic Inc.); Mike Lord (Gilead Power Corp.); Chris Marchildon (Golder Associates Ltd.); Phil Romeril (O'Connor Associates Environmental Inc.); Brian Schuyler (MTE Consultants Inc.); Robert Valliant (Tri Origin Exploration Ltd.); Dwayne Graff (Well Initiatives); Brad Malpage (Crone Geophysics & Exploration Ltd.)
- Regrets:** Shawn Bonneville (Golder Associates Ltd.); Doug Clark (Northern College); Tom Cuthbertson (Geosoft Inc.); Doug Dolby (MMM Group Ltd.); Terri Geerinck (Curriculum Consultant); John Goodwin (MTE Consultants Inc.); Peter Healy (Stantec); Darcy Heitzner (Soil Engineers Ltd.); Steve Lee (Soil Engineers Ltd.); Felix Lee (ACA Howe International Ltd.); Tim Dohey via teleconference (Vale)
- Staff/Guests:** Bob Bialkowski (Faculty); Cyndy Broughton (Faculty); Brian Gerry (Professor/Coordinator, Earth Resources Program); Tori Hansen via teleconference (Northern College); Mary Ann Elliott (Academic Lead); Kelsey Jackson (Student, Earth Resources Program); Jag Mohan via teleconference (Confederation College); Shirley Norman (Faculty); Linda Skilton (Dean/Principal); Cathy Stalkie (Professor, IDS); Marie Walden-Oulahen (Career Educator, Career Services); Bev Wiseman (Technologist)
- Recorder:** Cathy Alldred

	Key Points / Actions	Follow-up / Status
1.	<p><u>College/Campus/School Updates</u> Report was distributed by Linda Skilton prior to the meeting. Linda highlighted one item - Fleming recently signed an agreement called Northern Colleges Memorandum of Understanding, including Fleming, Northern, Confederation and Boreal Colleges. This agreement will have the Colleges working together, mostly in relation to Geology and mining. This is a significant initiative for the Earth Resources Technician Program.</p>	
2.	<p>The Program is definitely getting the desired result by introducing a Co-op component. Students and program faculty have been very pleased with this experience. Feedback from employers has been very favourable. The students return to school very motivated to continue their studies. The new compressed fall semester is just beginning. Twenty-four students had successful co-op experiences.</p> <p>Committee members offered <u>congratulations</u> to <u>Brian Gerry</u> and noted that he has been working on the introduction of co-op for approximately 4 years.</p>	
3.	<p><u>Potential Certificate Program (to build upon ERT program and other relevant training)</u></p> <p>The aim of the certificate pathway(s) would be technology education and training in applied geology related to engineering, exploration and/or environmental assessment. The content would assist in professional registration with OACETT or P.Geol. and would ideally be transferable to other schools.</p> <p>Lengthy discussion took place on the proposed program, and the possibility of Fleming working with Northern and Confederation Colleges to deliver, possibly via distance learning.</p> <p><u>Motion:</u> by Dwayne Graff requesting that Fleming College draft a structure for a Graduate Certificate in the Earth Resources Technician Program, considering pathways to accomplish the delivery, working with Northern and Confederation Colleges.</p>	Request to draft a structure for Graduate Certificate in the ERT program.

	Seconded by Phil Romeril. <u>Carried</u>	
3.	Linda Skilton told the group of the attempt underway to obtain private funding for renovations and upgrades to equipment in the Earth Resources wing.	
4.	Next Meeting: Date to be determined.	

REPORT TO THE BOARD OF GOVERNORS

SUBJECT: *Correspondence for December 2012/Januray 2013*
PRESENTED BY: Governor McLean, Chair – Board of Governors

Background	A report to detail the correspondence received and available for review in the Circulation Binder . By providing the index in advance, Governors are able to flag items they may wish to have discussed or clarified.
Action Required • for Information • for Consultation • for Discussion • for Approval (motion required)	For information.
Prepared by	Board Secretary

MINISTRY OF TRAINING, COLLEGES & UNIVERSITIES CORRESPONDENCE

Programs Approved for Funding:

- *Cultural Heritage Conservation and Management*, Ontario College Graduate Certificate, effective September 2013

2012 Employment Profile Goes Interactive

- Announcement from the Postsecondary Accountability branch of the Ministry

COLLEGE SYSTEM CORRESPONDENCE

The College Dispatch

- December 3, 2012 and January 7, 2013 issues

Inside ACCC: President's Update

- December 7 and December 21, 2012 issues

FLEMING IN THE NEWS

- *Fleming Ties, Winter 2013*

An on-line version of the magazine is available at <http://flemingcollege.ca/services/alumni-relations/fleming-ties>

PROGRAM ADVISORY COMMITTEE MINUTES

- Heavy Equipment Techniques (October 25, 2012)
- Sustainable Agriculture (November 1)
- Geographic Information Systems (November 8)
- Earth Resources (November 9)

REPORT TO THE BOARD OF GOVERNORS

SUBJECT: *College Activity*

PRESENTED BY: Dr. Tilly, President

Background	A report to inform the Board of Governors and the community on the College's activities between November 29, 2012 and January 16, 2013.
Action Required • for Information • for Consultation • for Discussion • for Approval (motion required)	For Information.
Prepared by	Board Office

Academic

- The College's Centre for Alternative Wastewater Treatment (CAWT) is part of the province's five day trade mission to China – and Fleming is the only college taking part. The Premier's mission is expected to showcase Ontario's proficiency in clean technology and agri-food product innovation. While in China, Dr. Brent Wootton will also visit colleges and vocational institutes to build awareness of Fleming College and explore opportunities for Chinese students to study at Fleming.
- Fleming has received a provincial grant to help restore muskellunge into Lake Simcoe. Fish raised at the Fish Hatchery, located at the Frost Campus, will be released into specific stocking sites. Led by Muskellunge Hatchery Technologist Mark Newell, students and volunteers are working on a project to reintroduce an indigenous species, adding to the biodiversity of the area.
- Students in full-time diploma and certificate programs at the Haliburton School of The Arts presented a *one day exhibition* on December 15. The student-based initiative showcased the talents of the fall semester students, featuring a variety of media.
- Fleming is currently pursuing *STARS certification*. STARS is an acronym for the Sustainability Tracking, Assessment and Rating System, which is a self-reporting framework for postsecondary institutions to measure sustainability performance. Work has begun on Fleming's first Sustainability Plan. Focus groups for students and staff will be held over the next four weeks to gather feedback that will assist in the development of the Plan.
- Early Childhood Education students in their first semester are currently raising a virtual child as part of the Early Childhood Development class.

Information Technology

- Information Technology Services (ITS) obtained and configured notebooks for Governors who did not have access to a portable electronic device, facilitating the Board's shift to a paperless environment.

Finance and Administration

Financial Viability

- Leaders have received guidelines in preparation for the *annual budget development process*.

Facilities

- A power outage in the Cobourg area necessitated the closure of the Cobourg Campus for January 4.

Safety and Security

- The Executive Leaders Team and Operational Leaders have completed *Basic Emergency Management Training*.

Human Resources**Recruitment and Selection**

- For the November 27, 2012 through January 14, 2013 timeframe, the College posted 4 positions (a combination of permanent and temporary positions): 3 Support, 1 Academic and 0 Administrative.
 - The College hired 6 *new permanent (full-time) staff*: 2 Support, 3 Academic and 1 Administrative
 - The College hired no *new permanent (regular part-time) staff*.
 - There were no *internal full-time transfers*.
 - There were 7 *temporary full-time assignments*: 5 Support and 2 Administrative.
 - There were 2 *resignations and/or terminations*: 1 Support and 1 Academic.
 - There were 3 *retirements*: 1 Support, 1 Academic and 1 Administrative.
 - There were 5 *leaves*: 1 Support (maternity), 2 Academic (1 maternity and 1 sabbatical) and 2 Administrative (1 maternity, 1 sabbatical).
 - There were 5 *return from leaves*: 3 Support (2 personal, 1 maternity), 1 Academic (sabbatical) and 1 Administrative (sabbatical).

Recognition

- Congratulations to the following employees who achieved significant *service milestones* in the December and January:
 - 10 years: Bob Burgis, Jesse Pudwell, Brian Cowie, Sue Kloosterman, Michael Fleming
 - 15 years: Brenda Pander-Scott, Tammy Jinkerson, Jan Watson, Fred Wood, Diana Collis, Diane McConnell, Lynda Humphries, Barb Winn
 - 20 years: Mark Williamson

Student Services**Diversity, Accessibility and International Student Supports**

- The *Positive Space Education Program* aims to help each of us to identify our own biases, feel more prepared to challenge stereotypes about sexual orientation and gender identity, and know where to find support on campus or in the community. It was developed in partnership with Peterborough AIDS Resource Network (PARN), the Fleming Association of Queer Students (FAQS) and the Frost Gay Straight Alliance (GSA), and with input from many allies in both the academic and service areas across the college. This past fall, 123 students and staff on three campuses participated in a Positive Space session. Additional training sessions are being offered in January.
- The International Student Club provided Fleming students and staff with a *Rangoli Exhibition* in the main foyer at Brealey during the week of January 15 to 18. The exhibit portrayed various designs and symbols of significance in Hindu culture with illustrative information regarding this Indian street art.

Learning Support Services

- LSS offers a number of *drop-in labs* (i.e. math, writing, ESL) to assist students with their studies. Also, students may sign up for success strategies workshops offered throughout the semester, covering topics such as time management/organization, test preparation and study skills, memory techniques.

Student Life

- The *Fleming Emerging Student Leaders* workshop series is designed to enhance the leadership skills of our students. Individuals must be planning on returning in the Fall in order to take part in these workshops.

Advancement and Alumni Relations

- A five-course fundraising dinner, *Taste of Italy*, takes place in the main foyer of the Brealey Building on January 25. The fundraiser is a collaboration between Fleming and the Good Samaritan Hands-up Foundation.

Campaign Updates

- The KTTTC Campaign is on its way toward its \$1-million goal.

Alumni Appreciation Week

- February 11 through 15, 2012.

Marketing and Communications

- The launch of Fleming's *Continuing Education programs for Winter 2013* began in December and runs through January. Calendar distribution, print, radio, web and social media promotions highlight unique offerings and fast-growing on-line alternatives now available.

Presentations and Events

- Fleming's annual Spring *Open House* for prospective students, families and friends is planned for April 6 at all campus locations.

Liaison

- In the December-January timeframe, Fleming participated in the York Region dialogue session with over 150 Guidance Counsellors from the York/Durham area. We are visiting all adult education and employment centres in our extended catchment area and re-connecting with high schools prior to the February 1st equal consideration date.

Social Media

- We have over 8,200 "Likes" on the College's primary Facebook page and 2,706 followers on Twitter.

Media Stories

- As part of the Peterborough and District *United Way* Campaign, Fleming entered into a competition with Trent University to see which institution could achieve the highest participation rate in our respective campaigns. Unfortunately, Fleming fell just short to Trent. Thank you to everyone who supported the Campaign.
- Local Celebrity "Chefs", assisted by fourth-semester culinary students, spent the afternoon of January 7 making desserts in the kitchens of Fleming College. The sweet sensations were judged by Maggie McKeown, from the Food Network Canada show, *Recipe to Riches*; the winning dessert will be served at the *Taste of Italy* fundraiser.

REPORT TO THE BOARD OF GOVERNORS

SUBJECT: Construction Progress Report – Kawartha Trades and Technology Centre
PRESENTED BY: Mr. Holden, KTTC Project Director

Background	A report to inform the Board of Governors on the progress of the construction of the Kawartha Trades and Technology Centre. A monthly update is provided to the Finance and Property Committee.
Action Required • for Information • for Consultation • for Discussion • for Approval (motion required)	For information.
Prepared by	Office of the Vice-President Finance and Facilities

Highlights

- LEED Gold standard has been confirmed in building design and project plan.
- Project is on track for classes commencing in September 2014.
- The project is **on time and on budget**.

KTTC Update 15 January 2013

Construction site

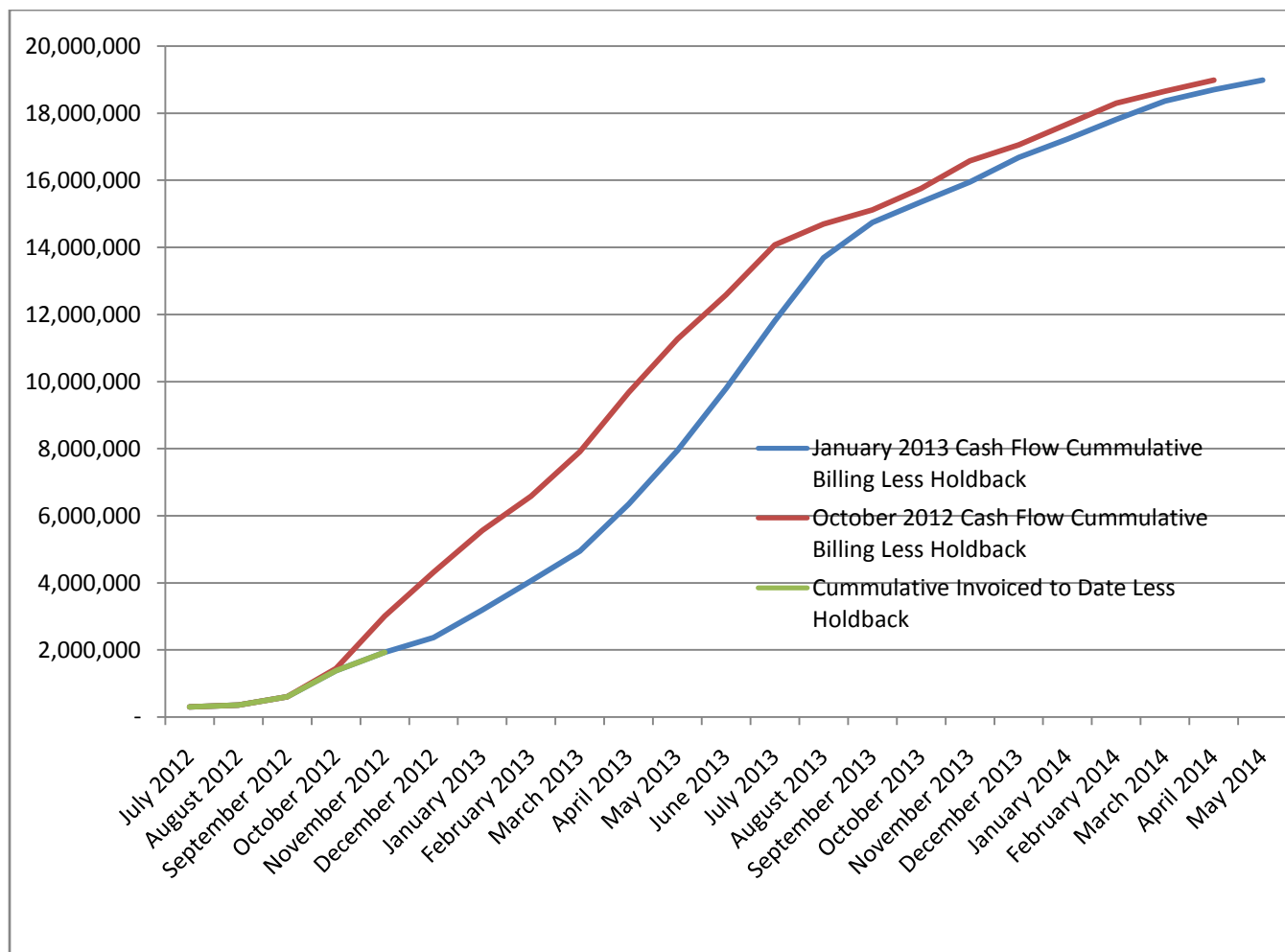
Item	% complete last report	% complete this report	Projected completion date this report	Projected completion date last report
Project Schedule	2	7	14 May 2014	
Percentage of change order/ contingency expended		7		
Main Building	2	6	6 May 2014	
Building Structure (foundations, slab, floors, framing etc)	10	23	11 July 2013	
Building Envelope (cement fibre panels, cladding, glazing, roofing, skylights etc)	0	0	16 Sept 2013	
Interior Wall Construction	0	0	24 Dec 2013	
Finishes	0	0	7 Apr 2014	
Fittings (millwork)	0	0	31 Mar 2014	
Electrical	0	0	7 Apr 2014	
Fire Alarm	0	0	10 Mar 2014	
Mechanical (Plumbing)	0	0	31 Mar 2014	
Mechanical (HVAC)	0	0	7 Apr 2014	
Sprinkler and Fire Protection	0	0	7 Apr 2014	
Exterior work and landscaping	0	0	14 May 2014	
Occupation Permit (substantial Performance)			7 April 2014	3 Mar 2014

Internal Planning

Item	% complete last report	% complete this report	Projected completion date	Projected completion date last report
Room allocations and space planning	0	80	30 Jan 2013	
Equipment lists	0	45	28 Feb 2013	
Furniture lists	0	0	1 Apr 2013	
Computer layout and rack design	0	0	1 June 2014	
Course Scheduling	0	0	28 Feb 2013	
LEAN design	0	0	1 Jan 2014	
LEED Gold Standard	10	10	7 Apr 2014	
Signage	0	0	1 Jan 2014	
Move Planning	0	0	1 Mar 2014	

Risks

1. The HRAC area in the building does not have a room design or equipment layout. This area will require certification from TSSA. Typical lead time for certification from TSSA is six months or longer. **Solution** – work collaboratively with the co-ordinator of the HRAC program to ensure that the room allocations and space planning is completed by 30 January 2013. Contact TSSA immediately to develop a good working relationship and hopefully expedite the approval process.



SUBMISSION TO THE BOARD OF GOVERNORS

SUBJECT: *Program Modification – Plumbing Techniques to Mechanical Techniques - Plumbing*
PRESENTED BY: Governor Maki, Chair – Academic and Student Affairs Committee

SOURCE

- New Program Development and Approval Process, endorsed by the Board January 26, 2011
- Academic Planning and Development Committee – December 12, 2012
- Executive Leaders Team – January 8, 2013
- Academic and Student Affairs Committee – January 9, 2013

<p>Background</p> <ul style="list-style-type: none"> • Purpose of this report/request • History • Other relevant information 	<p>The current program was designed in a compressed format and was funded according to the level of learning outcomes and program hours associated with a shorter program. The modification takes into consideration the new standards associated with mechanical techniques.</p>
<p>Action Required</p> <ul style="list-style-type: none"> • for Information • for Consultation and/or Discussion • for Approval (include motion) 	<p>For Approval</p> <p>THAT the Board of Governors of Sir Sandford Fleming College approve the modification of the Plumbing Techniques program to Mechanical Techniques – Plumbing with an implementation date of September 2013, for forwarding to the Credentials Validation Service for validation of the program and titles and to the Ministry of Training, Colleges and Universities for funding approval.</p>
<p>Considerations, Impacts and Options</p> <ul style="list-style-type: none"> • pros and cons 	<p>Credential: Ontario College Certificate Program Length: 30 weeks School: Trades and Technology</p> <p>The additional lab hours reflected will strengthen the applied learning experience.</p>
<p>Financial Implications</p>	<p>Curriculum and delivery changes will have a positive impact on the financial performance of the program as the funding for the new model is at a higher level.</p>
<p>Prepared by</p>	<p>Office of the Vice-President Academic</p>

REPORT TO THE BOARD OF GOVERNORS

SUBJECT: *Winter 2013 Enrolment Update*
PRESENTED BY: Dr. Tilly, College President

Background	A report to provide the Board of Governors with an overview of enrolment for the Winter 2013 semester, as an introduction to the more detailed presentation and discussion at the meeting.
Action Required <ul style="list-style-type: none"> • for Information • for Consultation • for Discussion • for Approval (motion required) 	For information.
Prepared by	President

Friday, January 18, 2013 is “Day 10” of the Winter 2013 Semester. Day 10 has particular significance as it is used across the province as the day on which student enrolment at the beginning of the semester is tabulated.

Using this data, College Registrar Brenda Pander-Scott will assemble a report on Winter 2013 enrolment for the January Board of Governors meeting. In the interim, the College can provide the following overview information.

Winter 2013 enrolment will meet our overall target; however there is some variance from target in both new and returning students. Returning student numbers will be over target while new student numbers are significantly higher than in 2012. Winter intake is the highest in College history. However, intake did not reach the very aggressive target that the College set.

The overall target has been achieved in part by significant increases in international student enrolment. Approximately 100 international students started their studies at Fleming College in January 2013.

The January meeting will provide an opportunity for the Board to receive specific results. In the following months, the College will provide an overview of 2012-2013 enrolment results incorporating a full year analysis for Summer 2012, Fall 2012 and Winter 2013. This upcoming overview discussion will also introduce the 2013-2014 Enrolment Plan which will be the basis for the College’s financial plan, marketing efforts, staffing and facilities planning for the year ahead.

REPORT TO THE BOARD OF GOVERNORS

SUBJECT: *Student Administrative Council*

PRESENTED BY: Michael Harris, SAC President

ACTION: For Information

Members of the Board of Governors,

I am pleased to be able to speak with you today regarding the priorities, activities, and challenges of the Student Administrative Council (SAC). This document will give a quick overview of what SAC is and address the above stated points.

Who we are

The Student Administrative Council Inc. (SAC) is a corporation that serves the social and political needs of the student body. The payment of a student fee entitles students to a share in the corporation and allows them to elect or run for the Board of Directors. This fee is used throughout the year for various activities. SAC is the official voice of the student body. Board members serve on various College committees and have input into policy decisions of the College. Through our publications and bulletin boards, SAC keeps the students informed about student, campus, and College developments.

On the lighter side, SAC sponsors many social events throughout the school year. These include orientation events, various Pub Nights, and trips. These events are very popular and help the students to unwind from the stress of studies and engage in the Fleming College Community.

Priorities

In every decision that is made, the question “*What is best for the students?*” is always at the forefront of the discussion. This sentiment is applied to every aspect of the operation of SAC. In the last three years, SAC has seen major growth in both its physical presence and its perception among the student body. With this growth, SAC has become focused on creating the tools and policies necessary to ensure future growth and stability. SAC, in partnership with Fleming’s Security Manager, John Gallen, is currently working on an Alcohol Service Policy designed to ensure safe and responsible alcohol consumption in the Steele Centre. SAC has also begun discussion with the College regarding a Student Complex Agreement that will help to define the roles and responsibilities of the College and of SAC in regards to their operation and partnership. With the increased presence in the College, SAC has also undertaken the task of unifying all SAC publications and advertisements in an effort to provide students with a consistent brand image. As stated above, the focus of these negotiations is always, “What is best for the students?” Along with policy improvements, SAC has undertaken many capital projects in the past three years, all dedicated to improving the student experience on campus. These projects included renovations to the food service area, renovations to the Steele Centre, renovations to the SAC offices, and the current construction of a new multi-purpose artificial turf field.

In the winter of 2011, students voted in favour of renovating the Steele Centre and food service areas. These renovations included a complete overhaul of the food services and cafeteria seating area. These renovations, when complete, were met with great enthusiasm from the student body. The old Steele Centre was drastically changed as well. The pool, which was converted into a bar, was covered over and a new student centre, including food service, was created. A new pub space was also created in this renovation. The new Steele Centre Pub is a major improvement on the old

space. The pub features state-of-the-art light and sound equipment, a large stage, and a much more inviting atmosphere. With these renovations, the SAC offices were eliminated. For one year, SAC shared a space with Health Services. In the summer of 2012, the space SAC was occupying was completely renovated to create a new, more accessible, office space. This space has seen significant traffic since its opening in September of 2012. Students are able to drop-in throughout the day if they have questions, there is a lounge area and computers for student use, and there are two meeting rooms that can be used by students for meetings, presentations, and group study. This new office space has drastically improved our visibility and has encouraged more students to become engaged with SAC.

In the fall of 2011, students voted overwhelmingly in favour (90.7%) of contributing over \$3-million to the construction of a multi-million dollar artificial turf field in a 50/50 partnership with the City of Peterborough. This referendum also saw the highest voter turnout in the history of SAC. The design for this project includes two multi-purpose turf fields that will be FIFA certified, ensuring they are of the highest quality. There will also be a club house to provide amenities such as change rooms, washrooms, food service, and meeting rooms. These turf fields will ensure Fleming's continued position as the #1 College for athletics in Ontario. This construction project would not have been possible without the dedication and hard work of past SAC Presidents Cameron Bradley and Benjamin Cordiero. This project is a testament to the students of SSFC and their dedication to improving the College and the City of Peterborough for future generations.

Activities

This past school year has seen a sharp increase in the frequency and quality of events geared towards students. This is largely due to the efforts of the current SAC Board of Directors. Fall orientation saw a full two weeks of events including an outdoor cinema on residence move in day, a two week long scavenger hunt, comedy shows, hypnotists, day programming, mature student programming, and a concert featuring Walk Off The Earth. These events were over 80% sold out and helped to engage students in campus life. Since September, there have been at least two events each month, and in most cases weekly events. The response from students has been resoundingly positive. The Winter semester has begun with the same enthusiasm as the Fall. The current SAC Board felt that students beginning their studies in January do not receive the same experience as students starting in the fall. These winter students pay the same fees, and should be entitled to the same experience. With this in mind, SAC scheduled a series of events over the course of three weeks including a comedy show, a hypnotist, a mentalist group, and a concert featuring Ill Scarlett and KO, two very popular bands. Again, the student response has been phenomenal.

Challenges

When speaking with other student associations across Ontario, I realize how lucky we are to have such a great working relationship with the College. It is apparent to SAC that the College also holds the question: "What is best for the students?" above all else. With that being said, as in any relationship, there are challenges. One piece of legislation specifically summarizes the extent of the College SAC relationship; this is found in Ontario Colleges of Applied Arts and Technology Act.

7. Nothing in this Act restricts a student governing body of a College elected by the students of the College from carrying on its normal activities and no College shall prevent the student governing body from doing so. 2002, c. 8, Sched.F, s.7.

As with many government and legal documents, this statement is open to interpretation. The major challenge that has been noticed is acceptance from various areas within the College that SAC is not a student group, to be appeased, but an equal partner that needs to be consulted on decisions that affect students. SAC exists to ensure that the student voice is heard, and because we are legislated into existence by the government of Ontario. Too often, decisions and consultations occur that

directly impact students, without the input of SAC. A food service agreement was drafted over the summer without the involvement of SAC, and when the draft was finally presented, there was almost no room for adjustment. A Student Complex Agreement is in the works as we speak, but SAC has yet to be consulted on the needs or expectations of the students. In an effort to alleviate these communication issues, a SAC/College committee was developed to facilitate these discussions and negotiations. Through this committee, SAC has begun to ensure that open dialogue exists between SAC and all areas of the College. This statement is not meant as an indictment of the College, but as a comment on the current sentiment among SAC Board members and staff.

“We are a mid-sized College” in itself this is a rather innocuous statement. It is a statement of fact. However, I have often heard, “...just a mid-sized College”. This statement breeds a sense of apathy. Throughout orientation events, meetings, discussions, etc., this statement creeps up again and again. Accomplishments and challenges are often presented with, “... for a mid-sized College” tagged on to the end. I don’t believe that this is done purposely or with any ill intent, but the feeling among SAC and students is that this statement discounts the College. I would suggest that use of “mid-sized College” be used when describing the size of our student body only, and not be applied to accomplishments or statements to students.

Every student government has identified student engagement as an ongoing challenge. Through the multitude of renovations, capital projects, and student events, SAC has seen the highest level of student participation to date. One piece of advice I try to convey at all orientation events is that this College is a community, as with any community, the more support it receives, the stronger and better it becomes. I am confident that the future only holds increased growth for both the College and SAC, and I am honoured to be a part of that.

REPORT TO THE BOARD OF GOVERNORS

SUBJECT: *Chair's Report*

PRESENTED BY: Governor McLean, Board Chair

ACTION: For Information

Board Professional Development

The next session in the Board Excellence Certificate program is the *CAAT Pension Plan*. The webinar will be offered on February 14 (from 7:30 to 8:30 a.m.) or February 26 (from noon to 1:00 p.m.). Registration details will be forwarded to Governors in early February.

Strategic Planning

My December 2012 Report identified the six objectives the Board set for 2012-2013. We have identified measurements and are working toward achieving our goals.

Opportunities for Governors

- Culinary students are offering their *next restaurant series*. Fulford's will be open for lunch Tuesdays and Thursdays (11:30 a.m. to 1:00 p.m.). The restaurant will also offer a dinner menu Tuesdays and Wednesdays (5:30 to 7:00 p.m.). Menus are attached. Reservations are recommended; email fulfords@flemingc.on.ca or call 705-749-5530 ext 1487 to book your table.
- CO6, the *Corner on Sixth*, is a student-run kiosk located just outside of Fulfords. Lunch is available for pick-up Wednesdays and Fridays (11:30 a.m. to 1:00 p.m.).
- There will be an *International Student Winter 2013 Welcome* on January 31, 2013 in the Steele Centre Pub between 6:00 and 8:00 p.m. Hosted by International Student Services, this is an opportunity for the over 100 new and 160 returning international students to meet members of the community. Governors who are interested in attending are asked to notify the Board Office as soon as possible.

FULFORD'S



LUNCH MENU for the Winter 2013 Semester
Tuesday and Thursday
11:30 a.m. – 1:00 p.m.

APPETIZERS

PARSNIP AND APPLE SOUP, CURRY OIL AND PARSNIP CHIPS...

GRILLED AND MARINATED FLANK, "PORTER'S" POTATOES, CURED TOMATO, GREEN BEANS AND WATERCRESS...

TOMATO AND MOZZARELLA TERRINE BLACK OLIVE PASTE AND SPICY BABY GREENS...

WEEKLY FEATURE

ENTREES

ONTARIO PERCH, "FISH AND CHIPS", YUKON FRITES, CELERY ROOT AND LEEK SLAW, LEMON AND CAPER REMOULADE...

BRAISED OXTAIL, HAND ROLLED POTATO GNOCCHI AND MIXED "WINDMILL FARMS" MUSHROOMS...

SOUS VIDE CHICKEN SUPREME, THYME ROASTED FINGERLING POTATOES, SPICED CARROT PUREE AND SWEET AND SOUR COLLARD GREENS...

WEEKLY FEATURE

DESSERTS

RASPBERRY TART, "MERRYLYND FARMS" RED FIFE PATE SUCRÉ, WHITE CHOCOLATE AND LIME PASTRY CREAM...

VANILLA ROASTED PEAR, STREUSEL, STUDENT CHURNED "WREN LANE" HONEY AND VANILLA BEAN ICE CREAM ...

WARM SPICED CHOCOLATE, ICE BOX COOKIE, VANILLA MERINGUE AND SPONGE TOFFEE FOR DIPPING...

WEEKLY FEATURE

PLEASE NOTIFY YOUR SERVER OF ANY FOOD INTOLERANCES OR ALLERGIES

TAXES & GRATUITES ARE NOT INCLUDED.
GRATUITIES ARE APPRECIATED AND WILL BE APPLIED TO OUR FINAL FIELD TRIP

REVISED: DECEMBER 11, 2012

FULFORD'S



DINNER MENU for the Winter 2013 Semester
Tuesday and Wednesday
5:30 pm. – 7:00 p.m.

APPETIZERS

DOUBLE CHICKEN CONSOMME, *SHERRY, FRESH HERBS AND TRUFFLED "THREE ROADS FARMS" CHICKEN MOUSSE...*

WINTER VEGETABLE SALAD WITH FENNEL, *SHALLOT, CARROT, CITRUS AND SAFFRON, SPICY GREENS...*

ATLANTIC SALMON BALLOTINE, *"PORTER'S" POTATO SALAD, SOFT HERBS AND POACHED SHRIMP...*

VEGETARIAN CARPACCIO OF "MARTINS BEETS", *APPLE AND RADISH SALAD, SPICED PECANS...*

WEEKLY FEATURES

ENTREES

SEARED "KING COLE" DUCK BREAST, *CONFIT RAVIOLI, PEPPERED APPLES, BRAISED RED CABBAGE, "MERRYLYND FARMS" RED FIFE AND ROSEMARY SPÄTZLE...*

"OTONABEE" BEEF STRIPLOIN, *PORCINI CRUST, "PORTER" POMME PURÉE, ROASTED BRUSSEL SPROUTS, MÂCHAND DE VIN...*

CINNAMON BRAISED REGIONAL PORK SHOULDER, *"MERRYLYND" FARMS CREAMY POLENTA, WILTED SPINACH, CUMIN ROASTED CARROTS...*

BRAISED HALIBUT, *MELTED LEEKS, FINGERLING POTATOES, CLAMS, BACON LARDON AND CELERY NAGE...*

WEEKLY FEATURES

DESSERTS

RASPBERRY TART, *"MERRYLYND FARMS" RED FIFE PATE SUCRÉ, WHITE CHOCOLATE AND LIME PASTRY CREAM...*

VANILLA ROASTED PEAR, *STREUSEL, STUDENT CHURNED "WREN LANE" HONEY AND VANILLA BEAN ICE CREAM ...*

GRAND MARNIER SOUFFLE

DACQUOISE, *HAZELNUT MERINGUE WITH SPICED DARK CHOCOLATE MOUSSE...*

WEEKLY FEATURES

PLEASE NOTIFY YOUR SERVER OF ANY FOOD INTOLERANCES OR ALLERGIES

*TAXES & GRATUITES ARE NOT INCLUDED.
GRATUITIES ARE APPRECIATED AND WILL BE APPLIED TO OUR FINAL FIELD TRIP*

REPORT TO THE BOARD OF GOVERNORS

SUBJECT: *President's Report*

PRESENTED BY: Dr. Tilly, President

ACTION: For Information

Ministry of Training, Colleges and Universities

The Higher Education Quality Council of Ontario, known as HEQCO, conducts and commissions studies and evaluations, often in partnership with Ontario's colleges and universities, on key issues in accessibility, quality and accountability. The latest research publications are now available on the HEQCO website (<http://heqco.ca>): *Information Literacy Competency Standards for Students: A Measure of the Effectiveness of Information Literacy Initiatives in Higher Education* (January 17, 2013; Amanda Duncan and Jennifer Varcoe from Georgian College); *The Impact of Scholarships and Bursaries on Persistence and Academic Success in University* (January 7, 2013; Martin D. Dooley, A. Abigail Payne and A. Leslie Robb of the Department of Economics, McMaster University); and *Postsecondary Education Participation of Under-represented Groups in Ontario: Evidence from the SLID Data* (December 13, 2012; Huizi Zhao, former senior research analyst at HEQCO and currently institutional research manager in the Corporate Planning & Institutional Research Office at Centennial College).

Colleges Ontario

The Committee of Presidents (COP) will hold its next meeting and will meet as the Board of Directors for Colleges Ontario on January 28, 2013. Major items include shared services, benchmarking across the province, space standards and advocacy for colleges as the new leader of the Liberal Party assumes the role of Premier of the Province of Ontario. Relevant to governance, the agenda also includes focus on a Board Excellence Program. These and other items will be brought forward through committees of the Board of Governors in the February cycle of meetings.

Within the System

- Brian Tamblyn, former president and CEO of Georgian College, has been appointed as one of the four employer representatives to the CAAT Pension Plan's Sponsors' Committee. Barb Cameron, Fleming's former Vice-President Finance and Administration, is also a member of the committee.
- After an extensive national search, the Board of Governors of St. Lawrence College appointed Glenn Vollebregt as the new President and CEO effective January 1, 2013. Glenn was the College's Senior Vice-President of Finance and Administration.
- During the week of February 4, 2013, all full-time and part-time students enrolled in semesters two to six of full-time programs will be asked to complete the *Student Satisfaction Survey*. Students will be asked how satisfied they are with their program of study, the services available on campus, and the overall learning environment, including our facilities.
- *Contact North* is Ontario's Distance Education and Training Network. Since it was established in 1986, Contact North has generated and supported more than 315,000 registrations, working in partnership with Ontario's 24 publicly-assisted colleges, 20 publicly-assisted universities and over 250 public essential skills and training providers to increase and improve online and distance learning opportunities for Ontarians. Students from all walks of life, in all areas of the province, can

take the online courses and programs offered by Ontario's public education and training providers through audio, video and webconferencing platforms available at Contact North 112 online learning centres. Check out an article about online resources for students and faculty at Fleming College <http://www.contactnorth.ca/pockets-innovation/during-and-after-class>.

Association of Canadian Community Colleges

- The *ACCC Annual Conference 2013*, hosted by Okanagan College, will take place in Penticton, British Columbia from June 1-3, 2013. This year's conference theme "*Ideas Uncorked*" will provide an opportunity for colleges, institutes, cégeps, university colleges and polytechnics to share their success stories and help shape a new direction for the future. More than 800 delegates from Canada and around the world are expected to attend including CEOs, senior administrators, board members, managers, faculty, staff, students, international guests and business leaders.
- The *2013 Applied Research Symposium* will take place in Quebec City from April 16 to 17. It will focus on showcasing the impact and benefits of college applied research. Symposium participants will also have the opportunity to share exemplary practices related to institutional applied research capacity such as SME outreach, faculty and student engagement and performance measurement.
- ACCC offers annual *leadership development programs* for potential presidents, vice-presidents, deans and directors. These institutes and academies are excellent opportunities for enhancing leadership capacities. The Academy program is planned by college leaders and tailored to the needs of each executive position. Week-long summer leadership programs include the National Executive Leadership Institute (NELI) for Potential Presidents, the NELI for Potential Vice-Presidents, the Leadership Development Institute for Potential Deans and Directors, the Leadership Development Academy for Vice-Presidents, and the Presidents' Academy.

In the Community

- Guest speaker at the monthly meeting of the *Downtown Business Improvement Area*, held on January 16, regarding the Kawartha Trades and Technology Centre
- Participated as a Celebrity Chef in the January 7 "Sweet Dreams" dessert competition in our Culinary Lab. The winning dessert will be served at the January 25 *Taste of Italy*, a five course authentic Italian meal with wine pairings, dance and live auction taking place in the foyer of the Sutherland Campus. Funds raised at this event will go to bursaries for students in Fleming's culinary programs as well as the Good Samaritan Hands-Up Foundation, a fund within the Community Foundation of Greater Peterborough, in support of the KTTC.
- On January 15, I had an opportunity to sit down with Conservative MPPs who were in Peterborough to discuss the skilled labour market. Rob Milligan, MPP for Northumberland-Quinte West and Garfield Dunlop, MPP for Simcoe North and PC Critic for Skilled Trades and Apprenticeship Reform, along with Laurie Scott, MPP for Haliburton-Kawartha Lakes-Brock, toured our KTTC construction site.