



PUBLIC MEETING MINUTES

Meeting Date: January 26, 2022
Meeting Location: Virtual Meeting via Zoom

Meeting Attendance:

Present:

Fred Clifford, Board Chair
Paul Downs, Vice Chair
Don Gillespie
Cynthia Chan Reynolds
Laura Coles
Sudha Datta
Kerri Davies
Angela Keeley

Jason Fleming
Tim Kennaley
Ben Currelly
Thom Luloff
Michael Nasello
Pam Stoneham
Maureen Adamson, President

Regrets:

Lisa Reed

Senior Administration:

Christy DeMont, Chief Technology Officer
Sandra Dupret, Executive Vice President, Student and Academic Experience
Brett Goodwin, Vice President, Applied Research & Innovation
Annie Lam, Vice President, Corporate Finance
Drew Van Parys, Executive Vice President, Economic and Community Development
Terry Williams, Director, Physical Resources
Esther Zdolec, Vice President, Human Resources and Organizational Effectiveness
Liz Stone, Indigenous Knowledge Leader

Guest:

Tania Clerac, Dean – School of Environmental & Natural Resource Science

Administrative Support:

Sarah Beirness, Operations Manager – President's Office
Sara O'Halloran, Senior Administrative and Media Relations Specialist

1. Call to Order, Welcome to the Traditional Territory and Confirmation of Quorum

The Chair called the meeting to order at 9:33 a.m. and acknowledged that the Board of Governors hosted the January 26, 2022 virtual public meeting on the traditional lands of the Mississauga and Anishinaabe peoples.

Quorum was confirmed and all in attendance were welcomed.

Ben Currelly was congratulated on his recent re-appointment as an Order in Council Governor for a two (2) year term effective January 4, 2022.

The Chair announced that Marg Cox resigned from the Board in December. Marg was thanked for her time and contributions as a Governor, and for her steadfast commitment to the College.

Congratulations on behalf of the Board was extended to Sandra Dupret and Drew Van Parys on their new Executive Vice President roles and Kate McGartland on her new role as Acting Registrar.

Liz Stone, Fleming College's Indigenous Knowledge Leader was welcomed as the newest member of Fleming College's Senior Management Team.

2. Declaration of Conflict

None.

3. Approval of Meeting Agenda

Moved by Kerri Davies and seconded by Sudha Datta that the Board of Governors of Sir Sandford Fleming College approve the agenda of the January 26, 2022 public meeting as presented.

Carried.

4. Consent Agenda

Moved by Michael Nasello and seconded by Paul Downs that the Board of Governors of Sir Sandford Fleming College approve the consent agenda for the January 26, 2022 public meeting and, through this consent approve the minutes from the November 24, 2021 public meeting.

Carried.

5. Business Arising

None

6. International Student Tuition Fees

A briefing note outlining the proposed international tuition increase was included in the meeting package.

The College recommended a 2% increase for all international tuition fees effective September 1, 2022. The rationale for the increase is to remain competitive in the international market, help offset inflationary increases in delivery costs, and enhance the international student experience.

Moved by Jason Fleming and seconded by Don Gillespie that the Board of Governors of Sir Sandford Fleming College approve the increase in international student tuition fees as presented for implementation September 1, 2022.

Carried.

7. Revised Procurement Policy #4-411

A briefing note summarizing the changes to the College's procurement policy, and the revised policy, were included in the meeting package. The revised policy was endorsed by the Finance and Audit Committee at their January 12, 2022, meeting. Revisions modernized the policy and procedure while ensuring internal controls remained intact.

Moved by Don Gillespie and seconded by Sudha Datta that the Board of Governors of Sir Sandford Fleming College approve the revised Procurement Policy #4-411 for implementation February 1, 2022.

Carried.

8. Revised Animal Care Policy #9-902

The Chair welcomed Brett Goodwin, Vice President Research and Innovation. A briefing note summarizing the changes to the policy, and the revised policy were included in the meeting package.

The policy was amended in preparation for the upcoming Canadian Council for Animal Care CCAC assessment. The most significant revision to the policy was the transfer of policy responsibility from the Vice President Academic Experience to the Vice President Applied Research and Innovation. The change in responsibility addresses the increasing use of animals in applied research and recognizes the importance of animal care compliance for Tri-Agency research funding.

Moved by Michael Nasello and seconded by Thom Luloff that the Board of Governors of Sir Sandford Fleming College approve the revised policy #9-902 Animal Care and Welfare for implementation February 1, 2022.

Carried.

9. Four Year Degree Programs – School of Environmental & Natural Resource Science

The Chair welcomed Sandra Dupret, Vice President Academic and Student Experience and guest Tania Clerac, Dean School of Environmental & Natural Resource Sciences.

Fleming College's School of Environmental & Natural Resource Science proposed the creation of four (4) year degree programs in the following fields: Applied Natural Resource Management; Applied Aquatic Sciences; and, Applied Forestry. The degree fields were selected based on recent labour market scans, competitor information, subject matter expertise and existing resources. The school intends to submit the degree application prior to the completion of the upcoming OCQAS audit.

Moved by Laura Coles and seconded by Thom Luloff that the Board of Governors of Sir Sandford Fleming College approve proceeding with the development of four (4) year degree programs at the School of Environmental and Natural Resource Sciences, for implementation 2023.

Carried.

10. Earth Resource Technician – Program Modification

The Chair welcomed Sandra Dupret, Vice President Academic and Student Experience and guest Tania Clerac, Dean School of Environmental & Natural Resource Sciences.

A briefing note, outlining the proposed title and program delivery modifications for the Earth Resource Technician program, was included in the meeting package. The School of Environmental & Natural Resource Sciences, with support from the Program Advisory Committee, propose that the program title be modified to Geological Technician, and the program delivery (instructional settings) be updated to reflect the current delivery of the program.

Moved by Thom Luloff and seconded by Pam Stoneham that the Board of Governors of Sir Sandford Fleming College approve the Earth Resources Technician Ontario College Diploma title and program delivery modification for implementation Fall semester 2022.
Carried.

11. Applied Planning Environmental – Program Modification

The Chair welcomed Sandra Dupret, Vice President Academic and Student Experience and guest Tania Clerac, Dean School of Environmental & Natural Resource Sciences.

A briefing note, outlining the program delivery modifications for the Applied Planning Environmental program was included in the meeting package. The School of Environmental & Natural Resource Sciences proposed that the program be modified to a two (2) year, four (4) semester Ontario College Graduate Certificate program for international students only, for implementation in Fall 2022.

Moved by Paul Downs and seconded by Ben Currelly that the Board of Governors of Sir Sandford Fleming College approve the Applied Planning Environmental program delivery modification for implementation Fall semester 2022.
Carried.

12. Environmental Social Governance (ESG) Update

The Chair welcomed Brett Goodwin Vice President, Applied Research and Innovation.

At the December 14, 2021 Board Retreat, Governor's expressed their desire to move forward with an ESG Initiative at Fleming College. Work on the ESG initiative is underway and a briefing note detailing progress to date was provided in the meeting package.

An ESG survey will be sent to stakeholders in March 2022 as part of the discovery phase to identify the most important facets of ESG at Fleming College. There will be a focused ESG Board session in April to delve into, and garner further feedback on, the strategy.

Moved by Michael Nasello and seconded by Angela Keeley that the Board of Governors of Sir Sandford Fleming College receive the update on the Environmental, Social, Governance (ESG) at Fleming initiative for information.
Carried.

13. College COVID Update

Drew Van Parys, Executive Vice President, Finance and Community Development and members of the Senior Management Team prepared a briefing note for the Board which outlined the College's COVID response.

The Board Chair thanked President Adamson and the Senior Management Team for their ongoing efforts to support academics, services, and operations while maintaining a steadfast commitment to health and safety throughout the pandemic.

Moved by Kerri Davies and seconded by Laura Coles that the Board of Governors of Sir Sandford Fleming College receive the College COVID Update for information.
Carried.

14. Winter 2022 Enrolment Update – Presentation

The Chair welcomed Drew Van Parys, Executive Vice President, Economic and Community Development who presented the Board with an update on Winter 2022 Enrolment to date. The College anticipates achieving low to medium enrolment targets and is proactively employing expenditure reductions, and exploring retention strategies to help mitigate anticipated losses.

Moved by Paul Downs and seconded by Don Gillespie that the Board of Governors of Sir Sandford Fleming College receive the Winter 2022 Enrolment Update for information.
Carried.

15. COVID Financial Impact – Presentation

The Board Chair welcomed Drew Van Parys, Executive Vice President, Economic and Community Development and Annie Lam, Vice President, Corporate Finance.

The emergence of the Omicron variant and other factors including the potential labour disruption have altered the financial projections for the College. The meeting package contained a briefing note that summarized three (3) possible financial projections based on four (4) variables: decline in international student registration; variation in domestic student registration; decline in ancillary revenue; and, expense savings.

Moved by Don Gillespie and seconded by Paul Downs That the Board of Governors of Sir Sandford Fleming College receive the COVID Financial Impact presentation for information.

16. Finance & Audit Committee Items

The meeting package included the following materials from the Finance and Audit Committee that were previously reviewed and endorsed by the Committee at their January 12, 2022 meeting:

- Financial Position Reports as of November 30, 2021
- Fraud Awareness Training Update
- Public Sector Accounting Board Asset Retirement Obligations

Moved by Don Gillespie and seconded by Sudha Datta that the Board of Governors of Sir Sandford Fleming College receive for information the financial position reports as of November 30, 2021.
Carried.

Moved by Don Gillespie and seconded by Paul Downs that the Board of Governors of Sir Sandford Fleming College receive for information the update on Fleming College's Fraud Prevention Training.
Carried.

Moved by Don Gillespie and seconded by Cynthia Chan Reynolds that the Board of Governors of Sir Sandford Fleming College receive for information the update on Public Sector Accounting Standards Board Asset Retirement Obligations.
Carried.

17. Board Chair Verbal Update

The Board Chair provided a verbal update on a meeting between Fleming College and Extendicare. Extendicare and the College are interested in exploring further partnerships and a follow-up meeting to discuss new partnership opportunities will occur in February 2022.

Moved by Fred Clifford and seconded by Sudha Datta that the Board of Governors of Sir Sandford Fleming College receive the January 2022 Board Chair verbal update for information.
Carried.

18. President's Report

The President's Report, provided in the meeting package, was reviewed and included a summary of key updates and events since the November 2021 meeting.

Moved by Don Gillespie and seconded by Cynthia Chan Reynolds that the Board of Governors of Sir Sandford Fleming College receive the January 2022 President's Report for information.
Carried.

15. Other Business

None.

Adjournment

The public meeting of January 26, 2022 was adjourned at 10:52 a.m.