



Board of Governors Public Meeting Minutes

Meeting Date: November 25, 2020
Meeting Location: Virtual Meeting via Zoom

Meeting Attendance

Present:

Mr. Dan Marinigh, Board Chair
Ms. Katherine MacIver, Vice Chair
Mr. Fred Clifford
Ms. Cynthia Chan Reynolds
Ms. Marg Cox
Mr. Ben Currelly
Mr. Paul Downs
Mr. Jason Fleming
Mr. Don Gillespie
Ms. Mary-Anne Hoggarth
Mr. Tim Kennaley
Ms. Cathy Praamsma
Ms. Nicole Grady
Ms. Mary Lou McLean
Ms. Maureen Adamson, President

Regrets:

Mr. Thom Luloff

Senior Administration:

Ms. Cathy Bailey, Vice-President, Corporate Services & CFO
Ms. Christy DeMont, Chief Technology Officer
Ms. Sandra Dupret, Vice President, Student Experience
Dr. Brett Goodwin, Vice President, Applied Research & Innovation
Ms. Sherry Gosselin, Director, Project Management and Institutional Research
Ms. Linda Poirier, Vice President, Academic Experience
Ms. Roni Srdic, Registrar
Mr. Drew Van Parys, Vice President, Economic and Community Development
Mr. Terry Williams, Director, Physical Resources
Ms. Esther Zdoles, Vice President, Human Resources and Organizational Effectiveness

Administrative Support:

Ms. Sandra Armstrong, Manager of Operations
Ms. Sara O'Halloran, Executive Assistant

Guests:

Ms. Pam Stoneham, Dean, School of Trades & Technology
Mr. Musabbir Chowdhury, Dean School of Business & Information Technology
Ms. Molly Westland, Dean, School of Health & Wellness
Ms. Liz Stone, Academic Chair, Indigenous Perspectives

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

The Chair called the meeting to order at 9:31 a.m. and acknowledged that the Board of Governors hosted the November 25, 2020 virtual public meeting on the traditional lands of the Mississauga and Anishinaabe peoples.

Quorum was confirmed, regrets noted, staff in attendance were welcomed.

2. Declaration of Conflict

None identified.

3. Approval of Meeting Agenda

Moved by Mr. Fleming and seconded by Mr. Downs that the Board of Governors of Sir Sandford Fleming College approve the agenda of the November 25, 2020 public meeting as presented.

Carried

4. Consent Agenda

Moved by Ms. Grady and seconded by Mr. Clifford that the Board of Governors of Sir Sandford Fleming College approve the consent agenda for the November 25, 2020 public meeting and, through this consent:

- Approve the minutes from the September 30, 2020 Public Meeting;*
- Receive the report on Contracts Awarded (September – October 2020) for information; and,*
- Receive the Investment Portfolio Review Report for information.*

Carried

5. Business Arising

None identified.

6. Educational Component - On-Campus Daily Activity and Managed Occupancy (DAMO)

The Chair welcomed Mr. Terry Williams, Director of Physical Resources who presented on the reporting of On-Campus Daily Activity and Managed Occupancy (DAMO).

Moved by Ms. Cox and seconded by Mr. Fleming that the Board of Governors of Sir Sandford Fleming College receive the On-Campus Daily Activity and Managed Occupancy (DAMO) presentation for information.

Carried

7. New Programs

7.1 Electrical Engineering Technology Program

The Chair welcomed Ms. Linda Poirier, Vice President of Academic Experience, and Pam Stoneham, Dean, School of Trades & Technology who presented on the Electrical Engineering Technology Program (briefing note included in meeting package).

The Electrical Engineering Technology program is the 3rd year continuation of the existing 2-year Electrical Engineering Technician program, as per the existing MTCU program standard. This program provides the graduate with more depth and breadth of electrical engineering concepts, enabling pathways to an Electrical Engineering degree program. Fall 2021 is the anticipated date for program launch.

Moved by Mr. Downs and seconded by Ms. Grady that the Board of Governors of Sir Sandford Fleming College approve a new program proposal for Electrical Engineering Technology with a launch date of Fall 2021.

Carried.

7.2 Artificial Intelligence Virtual Reality Program

The Chair welcomed Ms. Linda Poirier, Vice President of Academic Experience and Mr. Musabbir Chowdhury, Dean of the School of Business and Information Technology who presented on the Artificial Intelligence Virtual Reality Program (briefing note included in meeting package).

A previous program with the same name was originally approved in 2019 however this current proposal incorporates significant modifications to the previously approved program. Since this program was proposed and approved in 2019, and with the expansion of cloud services like Amazon Web Services that offer higher computational power, the field of Artificial Intelligence (AI) has entered almost every field in industry. Even the term 'Artificial Intelligence' (circa 1955) has become something of the past, and was replaced with one of its components, either 'Machine Learning' or 'Deep Learning' to capture the specific part of AI that is being applied in industry.

Moved by Ms. MacIver and seconded by Mr. Currelly that the Board of Governors of Sir Sandford Fleming College approve a revised program proposal for Artificial Intelligence Virtual Reality with a launch date of Fall 2021.

Carried.

8. Appointment of External Auditors

Mr. Fred Clifford, Chair of the Finance & Audit Committee spoke to this item. At their meeting of November 12, 2020, the Finance & Audit Committee endorsed the appointment of KPMG LLP as the College's external auditors.

Moved by Mr. Clifford and seconded by Mr. Gillespie that the Board of Governors of Sir Sandford Fleming College appoint KPMG LLP as the College's external auditors for the fiscal year ending March 31, 2021.

Carried.

9. Whistleblower Policy 4-428

The Chair welcomed Ms. Cathy Bailey, Vice-President, Corporate Services & CFO and Mr. Fred Clifford, Chair of the Finance & Audit Committee who provided a review of the new Whistleblower Policy.

Last fiscal year, the Finance and Audit Committee asked that the Whistleblower Policy be enhanced to provide for verbal complaints (not just written) and for the option by complainants to remain anonymous. In reviewing the existing policy, additional enhancements were identified and have now been included.

Moved by Mr. Clifford and seconded by Ms. Cox that the Board of Governors of Sir Sandford Fleming College approve the revised Whistleblower Policy, # 4-428 for immediate implementation.
Carried.

10. Quality Assurance Dashboard

The Chair welcomed Ms. Linda Poirier, Vice President of Academic Experience and Ms. Molly Westland, Dean, School of Health & Wellness who provided an overview on the OCQAS Quality Audit Improvement Plan Progress Report included in the meeting package.

Moved by Ms. Praamsma and seconded by Ms. Chan Reynolds that the Board of Governors of Sir Sandford Fleming College receive the Quality Assurance Dashboard for information.
Carried.

11. Academic Plan Update

The Chair welcomed Ms. Linda Poirier, Vice President of Academic Experience who discussed the Academic Plan Update which was provided in the meeting package.

Moved by Mr. Kennaley and seconded by Mr. Fleming that the Board of Governors of Sir Sandford Fleming College receive an update to the 2019-2024 Academic Plan for information.
Carried.

12. Indigenous Education & Services Update

The Chair welcomed Ms. Linda Poirier, Vice President of Academic Experience, Ms. Sandra Dupret, Vice President, Student Experience and Ms. Liz Stone, Academic Chair, Indigenous Perspectives who reviewed the update provided in the meeting package.

Moved by Mr. Downs and seconded by Ms. McLean that the Board of Governors of Sir Sandford Fleming College receive for information, an update on Indigenous Education & Services Program (Indigenous Fleming).
Carried.

13. Sexual Violence Prevention Annual Report

The Chair welcomed Ms. Sandra Dupret, Vice President, Student Experience who reviewed the annual Sexual Violence Awareness Report and the Sexual Violence Prevention Task Force Report that was provided in the meeting package. As a requirement of Bill 132, Sexual Violence and Harassment Action Plan Act, the legislation requires an annual report focused on students to be presented to the Board of Governors. The same legislation requires all post-secondary institutions to publicly post their annual report.

The report must include information on:

- Supports Services and Accommodations for student who experience sexual violence
- Commentary on awareness raising and educational programs offered to students
- Reported incidents of sexual violence impacting students
- Commentary on the implementation and effectiveness of the SVP Policy

Additionally, in March 2019 the Ministry of Colleges and Universities required each institution to create a Sexual Violence Prevention Task Force by September 30, 2019. The task force is required to submit

an independent report to the Board of Governors and the Ministry by December 30, 2020 (extended from June 1, 2020 due to COVID).

Moved by Ms. Grady and seconded by Ms. MacIver that the Board of Governors of Sir Sandford Fleming College receive for information the 2019-20 Sexual Violence Awareness Report and the Sexual Violence Prevention Task Force Report.
Carried.

14. Board Chair Report

The Board Chair provided a verbal report.

Moved by Mr. Marinigh and seconded by Mr. Downs that the Board of Governors of Sir Sandford Fleming College receive the November 2020 verbal Board Chair report for information.
Carried.

15. President's Report

The President's report, provided in the meeting package, was review and included a summary of key updates and events since the September 2020 meeting.

Moved by Mr. Fleming and seconded by Mr. Currelly that the Board of Governors of Sir Sandford Fleming College receive the November 2020 President's report for information.
Carried.

16. Other Business

No other business.

Adjournment

Moved by Mr. Currelly and seconded by Ms. Hoggarth to adjourn the public meeting of November 25, 2020 at 11:26 a.m.
Carried.