



Board of Governors Public Meeting Minutes

Meeting Date: June 24, 2020
Meeting Location: Teleconference Meeting

Meeting Attendance

Present:

Mr. Dan Marinigh, Board Chair
Ms. Katherine MacIver, Vice Chair
Mr. Fred Clifford
Mr. Ben Currelly
Mr. Paul Downs
Ms. Allison Galbraith
Ms. Mary-Anne Hoggarth
Ms. Nicole Grady
Ms. Rosemarie Jung
Mr. Mike Leonard
Mr. Thom Luloff
Ms. Mary Lou McLean
Ms. Cathy Praamsma
Ms. Maureen Adamson, President

Senior Administration:

Ms. Cathy Bailey, Vice-President, Corporate Services
Ms. Christy DeMont, Chief Information 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 Zdolec, Vice President, Human Resources and Organizational Effectiveness

Administrative Support:

Ms. Sandra Armstrong, Executive Assistant
Ms. Sarah Beirness, Manager of Operations

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

The Chair called the meeting to order at 12:04 p.m. and acknowledged that the Board of Governors hosted the June 24, 2020 public teleconference meeting on the traditional lands of the Mississauga and Anishinaabe peoples.

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

President Adamson introduced Ms. Esther Zdolec, Vice President, Human Resources and Organizational Effectiveness and welcomed Ms. Linda Poirier to her first Board meeting in her role as Vice President, Academic Experience.

2. Declaration of Conflict

None identified.

3. Approval of Meeting Agenda

Moved by Mr. Clifford and seconded by Mr. Downs that the Board of Governors of Sir Sandford Fleming College approve the agenda of the June 24, 2020 public meeting as presented.

Carried

4. Consent Agenda

Moved by Ms. Grady and seconded by Ms. Jung that the Board of Governors of Sir Sandford Fleming College approve the consent agenda for the June 24, 2020 public meeting and, through this consent:

- *Approve the minutes of the March 25, 2020 Public Meeting;*
- *Receive the Summary of Investment Portfolios for information; and*
- *Receive the report on Contracts Awarded for information.*

Carried

5. Business Arising

None identified.

6. Program Revisions

The Chair welcomed Ms. Linda Poirier, Vice-President, Academic Experience and Dr. Brett Goodwin, Vice-President, Applied Research to present two (2) new program business cases for:

- Aquaculture Foundations Certificate; and
- Advanced Water Systems & Operations Management – Applied Research

Moved by Mr. Downs and seconded by Ms. McIver that the Board of Governors of Sir Sandford Fleming College approve the new program proposal to offer Aquaculture Foundations Certificate, for implementation Fall 2021.

Carried

Moved by Ms. Galbraith and seconded by Mr. Currelly that the Board of Governors of Sir Sandford Fleming College approve the new program proposal for Advanced Water Systems & Operations Management – Applied Research for implementation January 2021.

Carried

7. Investment Performance Report for 2019-2020

The Chair welcomed Ms. Cathy Bailey, Vice-President, Corporate Services who joined the Chair of the Finance & Audit Committee, Mr. Fred Clifford, to present the Investment Performance Report for 2019-2020 for Board approval.

Moved by Mr. Clifford and seconded by Mr. Downs that Board of Governors of Sir Sandford Fleming College approve the Investment Performance Report for 2019-2020.

Carried

8. Finance and Audit Committee Work Planner 2020-2021

The Chair welcomed Ms. Cathy Bailey, Vice-President, Corporate Services who joined the Chair of the Finance & Audit Committee, Mr. Fred Clifford, to present the Finance and Audit Committee Work Planner 2020-2021.

Moved by Mr. Clifford and seconded by Mr. Currelly that the Board of Governors of Sir Sandford Fleming College approve the Finance & Audit Committee Meeting Planner for 2020-2021.

Carried

9. Draft 2020-2021 Financial Plan (Preliminary Budget)

The Chair welcomed Ms. Cathy Bailey, Vice-President, Corporate Services who joined the Chair of the Finance & Audit Committee, Mr. Fred Clifford, to present the Draft 2020-2021 Financial Plan (Preliminary Budget)

Moved by Mr. Clifford and seconded by Mr. Downs that the Board of Governors of Sir Sandford Fleming College approve the Fleming College 2020-2021 Preliminary Budget which provides for:

- *Revenue of \$137,567,507*
- *Expenditures of \$146,731,610*
- *Capital Expenditure of \$7,425,223*
- *Net Assets at March 31, 2021 of \$33,044,000; and,*

that given the recent submission deadline extension to September 30, 2020, the Preliminary Budget be utilized by staff as an internal working budget to be updated as more information is known and presented to the Finance & Audit Committee and Board of Governors in September 2020 prior to submission to the Ministry of Colleges and Universities (MCU).

Carried

10. Internally Restricted Net Assets

The Chair welcomed Ms. Cathy Bailey, Vice-President, Corporate Services who joined the Chair of the Finance & Audit Committee, Mr. Fred Clifford, to present the report on the College's Internally Restricted Net Assets

Moved by Mr. Clifford and seconded by Ms. Galbraith that the Board of Governors of Sir Sandford Fleming College approve a decrease in Internally Restricted Net Assets of \$108,000 for the purposes of residence and other direct student services, offset by an increase for future Sports Field Complex capital repairs and improvements of \$10,000, effective March 31, 2020.

Carried

11. 2019 – 2020 Audited Financial Statements

The Chair welcomed Ms. Cathy Bailey, Vice-President, Corporate Services who joined the Chair of the Finance & Audit Committee, Mr. Fred Clifford, to present the report on 2019 – 2020 Audited Financial Statements.

Moved by Mr. Clifford and seconded by Ms. Grady that the Board of Governors of Sir Sandford Fleming College approve the 2019-2020 Audited Financial Statements indicating Net Assets as at March 31, 2020 of \$ 42,207,664.

NOTE: KPMG will remove “Draft” and issue final Audited Financial Statements once approval has been received. These statements will then be provided to the Ministry of Colleges and Universities (MCU); the statements also form part of the College’s Annual Report and will be posted to the College website.
Carried

12. Spring 2020 Enrolment Report

The Chair welcomed Ms. Roni Srdic, Registrar and Mr. Drew Van Parys, Vice-President, Economic & Community Development who presented the Spring 2020 enrolment update to the Board. The Spring 2020 enrolment report was provided in the Board package.

Moved by Ms. MacIver and seconded by Mr. Downs that the Board of Governors of Sir Sandford Fleming College receive the Spring 2020 Enrolment Report for information.
Carried

13. Report from the Board Chair

The Chair’s report, provided in the Board package, was reviewed and included a summary of key updates since the March 2020 meeting. The next public meeting will be September 30, 2020.

Moved by Ms. McLean and seconded by Mr. Clifford that the Board of Governors of Sir Sandford Fleming College receive the March 2020 Board Chair report for information.
Carried

14. Report from the President

The President’s report, provided in the Board package, was reviewed and included a summary of key updates and events since the March 2020 meeting.

Moved by Ms. Praamsma and seconded by Ms. McLean that the Board of Governors of Sir Sandford Fleming College receive the June 2020 President’s report for information.
Carried

14. Other Business

None identified.

Adjournment

Moved by Ms. MacIver and seconded by Ms. Jung that the public meeting of June 24, 2020 be adjourned at 1:07 p.m.