



Board of Governors Public Meeting Minutes

Meeting Date: Wednesday, June 26, 2019
Meeting Time: 11:45 a.m.
Meeting Location: Brealey Campus - Scholfield Boardroom, Room B3330

Meeting Attendance

Present:

Mr. Dan Marinigh, Board Chair
Ms. Katherine MacIver, Vice Chair
Ms. Chloe Craig
Mr. George Gillespie
Ms. Nicole Grady
Ms. Rosemarie Jung
Mr. Fred Clifford
Ms. Mary Lou McLean
Ms. Cathy Praamsma
Ms. Maureen Adamson, President

Regrets:

Dr. Aaron Grant
Ms. Hajni Hos
Mr. Mike Leonard

Senior Administration:

Mr. Brian Baker, Vice President, Corporate Services
Ms. Sandra Dupret, Vice President, Student Experience
Mr. Roger Fitch, Chief Information Officer
Ms. Sherry Gosselin, Director Project Management and Institutional Research
Ms. Susan Kloosterman, Registrar
Dr. Tom Phillips, Vice President, Academic Experience
Ms. Sherry Taylor, Vice President, Organizational Effectiveness and Human Resources
Mr. Drew Van Parys, Executive Director, Marketing and Recruitment
Dr. Brent Wootton, Vice President, Applied Research and Innovation

Administrative Support:

Ms. Sandra Armstrong, Administrative Assistant
Ms. Sarah Beirness, Executive Assistant

Guests:

Ms. Kylie Fox, Manager of Indigenous Student Services
Ms. Linda Poirier, Director of New Program Development

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

The Chair called the meeting to order at 11:45 a.m. and acknowledged that the Board of Governors is holding the meeting on the traditional lands of the Mississauga and Anishinaabe peoples.

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

2. Declaration of Conflict

There were no conflicts disclosed concerning items identified on the agenda.

3. Approval of the Agenda

Moved by Ms. McLean and seconded by Ms. MacIver that the Board of Governors of Sir Sandford Fleming College approve the agenda of the June 26, 2019 public meeting as presented.

Carried

4. Consent Agenda

Item 4.2, Investment Performance Report and item 4.3, Summary of Investment Portfolios were removed from the consent agenda and will be brought back to the Finance and Audit Committee at their inaugural meeting of 2019/2020.

Moved by Mr. Clifford and seconded by Ms. Jung that the Board of Governors of Sir Sandford Fleming College approve the revised consent agenda for the June 26, 2019 public meeting and, through this consent:

- approve the Minutes of the May 22, 2019 public meeting; and*
- receive the Quality Assurance Dashboard, as of June 10, 2019, for information.*

Carried

5. Business Arising

None identified.

Decision Items

6. Quality Assurance – New and Revised College Policies and Procedures

The Chair welcomed Dr. Phillips, Ms. Gosselin, and Ms. Linda Poirier to present 4 policies for approval and 7 operating procedures for information. These new and revised policies and procedures represent the first stage of creating a comprehensive policy and procedure framework to guide quality across the College.

Policy – Quality Assurance

Moved by Mr. Clifford and seconded by Ms. MacIver that the Board of Governors of Sir Sandford Fleming College approve the Quality Assurance policy for implementation September 1, 2019.

Carried

Policy – Program Quality Assurance

Moved by Ms. Praamsma and seconded by Ms. Grady that the Board of Governors of Sir Sandford Fleming College approve the Program Quality Assurance policy for implementation September 1, 2019 with reference to the Charter and former By-laws removed.

Carried

Policy – Prior Learning Assessment Review (PLAR)

Moved by Ms. MacIver and seconded by Ms. McLean that the Board of Governors of Sir Sandford Fleming College approve the Prior Learning Assessment Review (PLAR) policy for implementation September 1, 2019.

Carried

Policy – Transfer Credit

Moved by Ms. Jung and seconded by Mr. Clifford that the Board of Governors of Sir Sandford Fleming College approve the Transfer Credit policy for implementation September 1, 2019.
Carried

Moved by Ms. Praamsma and seconded by Ms. Jung that the Board of Governors of Sir Sandford Fleming College receive for information the following operating procedures: Prior Learning Assessment, Transfer Credit, Credentials, Program Mix, Program Suspension and Cancellation, Program Standard and Description, and Program Review.
Carried

7. Honouring the Rights of Indigenous Peoples

The Chair welcomed Ms. Dupret and guest Ms. Kylie Fox, Manager of Indigenous Student Services who presented to the Board a new policy for approval entitled 'Honouring the Rights of Indigenous Peoples'. Fleming College's Strategic Plan commits to: strengthening relationships with Indigenous Peoples, practicing reconciliation, and gaining a deeper understanding and appreciation of Indigenous Peoples; this new policy is an important first steps in working towards the achievement of these commitments.

Moved by Ms. Praamsma and seconded by Ms. Craig that the Board of Governors of Sir Sandford Fleming College approve the Honouring the Rights of Indigenous Persons policy for immediate implementation.
Carried

8. Ontario Learn Fleming College Local Certificates

The Chair welcomed Dr. Wootton to present 5 Fleming College local Ontario Learn certificate programs for final Board approval. At the May 22nd Board meeting the School of Flexible Delivery and Contract Training indicated their intention to extend their offerings of e-Learning part time programs and certificates. The School has developed the following 5 Fleming College local certificate programs derived from course offerings within the Ontario Learn (OL) consortium.

1. Business Analysis
2. Interior Decorator - Residential
3. Social Media
4. Construction Estimator
5. Nephrology Nursing

Moved by Mr. Clifford and seconded by Ms. Jung that the Board of Governors of Sir Sandford Fleming College approve the Business Analysis, Interior Decorator – Residential, Social Media, Construction Estimator, and Nephrology Nursing Fleming College local certificate programs for implementation September 2019.
Carried

Information Items

9. Program Efficacy Overview

The Chair welcomed Dr. Phillips, Ms. Gosselin and guest Ms. Linda Poirier, Director of New Program Development. At the May 22nd Board meeting, Governors expressed an interest in learning more about the process of program suspension and cancellation. The program efficacy review (PER) process (tiers 1 and 2) was presented to the Board, and examples were provided. It was noted that the changing labour market and the Strategic Mandate Agreement 3 (SMA3) will be significant contributing factors to

the PER process in the future. Additional information on the PER process will be provided during Board Orientation in August 2019.

Moved by Ms. MacIver and seconded by Ms. Jung that the Board of Governors of Sir Sandford Fleming College receive the Program Efficacy Review (PER) presentation for information.

Carried

10. Academic Plan Schedule

The Academic Plan schedule was provided to the Board in the public meeting package. The plan is guided by the overarching Strategic Plan and will be co-designed with various stakeholders through extensive College wide consultation.

Moved by Ms. Jung and seconded by Ms. McLean that the Board of Governors of Sir Sandford Fleming College receive the Academic Plan schedule for information.

Carried

11. Spring 2019 Enrolment and Fall 2019 Outlook

The Chair welcomed Mr. Van Parys and Ms. Kloosterman who provided the Board with an update on Spring 2019 enrolment and a projected outlook for Fall 2019 enrolment. Spring enrollment, though below target, exceed Spring 2018 enrollment numbers. Domestic to international ratios have vastly improved. Concerns were raised by the Board regarding the impact of the Strategic Mandate Agreement 3 (SMA3) and the reliance on international for the future. It was expressed that these are significant considerations for Fall 2019 enrollment planning.

Moved by Ms. Jung and seconded by Ms. Grady that the Board of Governors of Sir Sandford Fleming College receive the Spring 2019 Enrolment and Fall 2019 Outlook presentation for information.

Carried

12. Update from the Board Chair

The next Public Board meeting will be September 25, 2019 at the Sutherland Campus in Peterborough, time to be confirmed. The Chair indicated that MPP, Dave Smith was pleased to hear about our recent recruitment of new Governors. Executive compensation regulations are expected to be published in September 2019. Thanks was extended to Governors who participated in Convocation 2019.

Moved by Ms. Grady and seconded by Ms. McLean that the Board of Governors of Sir Sandford Fleming College receive the Board Chair's verbal report for information.

Carried

13. Report from the President

The President's report was provided in the meeting package and it included a summary of key updates since the May 2019 meeting.

Moved by Mr. Clifford and seconded by Ms. Jung that the Board of Governors of Sir Sandford Fleming College receive the Report from the President for information.

Carried

14. Other Business

The Chair wished to formally recognize departing Governors, Ms. Chloe Craig and Mr. George Gillespie, whose terms are ending effective August 31, 2019.

Moved by Ms. MacIver and seconded by Ms. McLean that the Board of Governors of Sir Sandford Fleming College recognize Ms. Chloe Craig for her outstanding contributions to the Board as the student Governor for the 2018-2019 Board Year.

Carried

Moved by Ms. MacIver and seconded by Ms. Jung that that the Board of Governors of Sir Sandford Fleming College recognize Mr. George Gillespie for his exceptional 6 years of dedicated service to the Board, and its subcommittees.

Carried

The Chair also wished to formally thank Mr. Brian Baker, Vice President, Corporate Services who will be retiring at the end of June 2019.

Moved by Mr. Clifford and seconded by Ms. Gillespie that the Board of Governors of Sir Sandford Fleming College recognize Mr. Brian Baker for 7 years at Fleming College and for his assistance to the Board, and in particular, the Finance and Audit Committee.

Carried

15. Adjournment

Moved by Ms. MacIver and seconded by Ms. Grady that the Public meeting of June 26, 2019 be adjourned at 1:20 p.m.