



Board of Governors



PUBLIC MEETING MINUTES

Meeting Date: May 24, 2023

Meeting Location: Sutherland Campus - 599 Brealey Drive, Peterborough Room B3330

Attendance:

External Governors:

Don Gillespie, <i>Chair</i>	Sudha Datta (<i>virtual</i>), <i>Chair Finance and Audit Committee</i>	
Cynthia Chan Reynolds	Kerri Davies	Karen Jensen
Tim Kennaley	Michael Nasello	Lisa Reed
Doris Stamm		

Tim Kennaley (*Regrets*)

Fred Clifford (*Regrets*)

President:

Maureen Adamson

Internal Governors:

Laura Coles (<i>Support Staff</i>)	Joanna Hodge (<i>Academic</i>)	Kiersten Singh (<i>Student</i>) (<i>regrets</i>)
Marc Patenaude (<i>Administrative Staff</i>)		

Senior Administration:

Sandra Dupret <i>Executive Vice President, Student Experience</i>	Drew Van Parys <i>Executive Vice President, Corporate Services</i>	Brett Goodwin <i>Executive Vice President, Academics & Applied Research and Innovation</i>
Liz Stone <i>Vice President, Indigenous Knowledge and Relations</i>	Annie Lam <i>Vice President Corporate Finance</i>	Steve Banyai (<i>virtual</i>) <i>Interim Chief Technology Officer</i>
Alan Lambert <i>Organizational Effectiveness and Human Resources</i>	Sherry Gosselin <i>Associate Vice President Registrarial Services</i>	Laura Gunning <i>Associate Vice President, International</i>
Julie Ferrari <i>Chief of Staff, President's Office</i>	Trish Matthews <i>Director, Corporate Affairs, Governance & Risk Management</i>	

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

The Chair called the meeting to order at 9:00a.m. and acknowledged that the meeting was hosted on the traditional lands of the Mississauga Anishinaabe peoples.

Quorum was confirmed and all in attendance were welcomed. Attendance regrets were noted.

2. Declaration of Conflict of Interest

None.

3. Approval of Meeting Agenda

MOTION: Be it resolved that the Board of Governors approve the agenda of the May 24, 2023 public meeting as presented.

CARRIED

4. Approval of the Consent Agenda

MOTION: Be it resolved that the Board of Governors approve the consent agenda for the May 24, 2023, meeting and, through this consent the:

- 4.1 Minutes of the March 29, 2023 Public Board of Governors Meeting
- 4.2 2023/24 Program Ancillary Fees
- 4.3 2023/24 Fleming College Toronto Ancillary Fees

CARRIED

5. Ignite the Electric City: Social Media Report

President Adamson introduced Chris Jardine, Director Marketing, Recruitment and Communications and the Marketing team, Sarah Deeth, Communications Officer and Courtney Bell, Social Media Officer

April 20th's *Ignite: The Electric City* Summit inaugural event was a resounding success.

With Fleming College Institute as the main sponsor, Flemings Marketing and Communications team led the events communications, media and social media planning and execution. The team presented the media and social media report demonstrating the impact of the event conversations.

6. 2022/23 Annual Report

Sherry Gosselin, Associate Vice President, Registrarial Services spoke to the written report.

MOTION: Be it resolved that the Board of Governors approve the 2022-2023 Annual Report for submission to the Ministry of Colleges and Universities and to post on the Fleming College public website.

CARRIED

7.0 Finance and Audit Committee (FAC) Report

S. Datta, spoke to the written report from the Committee, which met on May 18. The committee received updates on Operations and Financial Sustainability and the 2023/24 Ancillary Fess that were included in the consent agenda.

The committee welcomed Diane Del Monte and Lameck Chimoga, our KMPG Audit partners, who provided an overview of the Audit Findings Report and met independently with the committee, without staff.

7.1 Foundation Asset transfer

The Board of Governors approved the transfer of Foundation assets in January of this year. Review and analysis by management has identified endowments from specific Ministry of Colleges and Universities programs that have specific disclosure requirements for the College. These funds are restricted in their application specific to student bursaries and other support.

The Finance and Audit Committee recommends that these Ministry OTSS and OSOTF funds be held and managed by the College, and the Remaining Donor funds be transferred to the Foundation in accordance with the resolution of January 25th.

MOTION: Be it resolved that the Board of Governors approve the amendment of Fleming College Foundation Asset Transfer resolution of January 25, 2023 to include an exclusionary statement for identified OTSS and OSOTF funds, to:

That the Board of Governors approve the transfer of Fleming College Foundation capital assets, liabilities and related expenses, WITH THE EXCEPTION OF IDENTIFIED OTSS AND OSOTF ENDOWMENTS FROM SPECIFIC MINISTRY OF COLLEGES AND UNIVERSITIES PROGRAMS ('MINISTRY FUNDS') WHICH SHALL BE HELD AND MANAGED BY THE COLLEGE; and that the College will report back on a transition plan through the Finance and Audit committee

CARRIED

7.2 Financial Position Reports – March 31, 2023

A conservative budget management approach, strong investment and debt strategies, and a much higher than projected international enrollment at all our campuses, has led to a financial good news story. D. Van Parys provided an overview of the composition of the \$9.9 million surplus.

MOTION: Be it resolved that the Board of Governors receive the Internal Statement of Revenue and Expenditure and Balance Sheet for the year ended March 31, 2023, for information.

CARRIED

7.3 2022-2023 Draft Audited Financial Statements

Financial health indicator results are all within the acceptable Ministry/College benchmark targets.

MOTION: Be it resolved that the Board of Governors approve the 2022-2023 Audited Financial Statements indicating Net Assets as at March 31, 2023 of \$49.2M

CARRIED

8. Program Modifications

B. Goodwin spoke to the reports.

8.1 Vocational Learning Outcome Modification: Motive Power Technician – Recreational and Sport Vehicles (RSV) Ontario College Diploma

The Motive Power Technician – Recreational and Sport Vehicles (RSV) sought approval to modify the Vocational Learning Outcomes to align with the new 2022 harmonized Level 1 In-school Recreation Vehicle Service Technician Apprenticeship curriculum. This will benefit graduates as they will be taught the newest standards in recreational vehicle service that are recognized across Canada. As part of this modification, the Program Delivery Information will also be updated. This is an administrative change only.

MOTION: Be it resolved that the Board of Governors approve the Vocational Learning Outcome (VLO) modification of the *Motive Power Technician – Recreational and Sport Vehicles (RSV) Ontario College Diploma* for implementation Fall semester, 2024.

CARRIED

8.2 Title and Vocational Learning Outcomes Modification: General Arts and Sciences – One-year (GSU) Ontario College Certificate

*The General Arts and Sciences – One-year (University Transfer) program is a one-year, two semester Ontario College Certificate offered by the School of General Arts and Sciences at the Sutherland Campus. The program sought approval for a title and vocational learning outcomes modification to bring the program into compliance with the Credential Validation Service (CVS) titling protocols and the Ministry of Colleges and Universities (MCU) requirements. Management is seeking approval to modify the GSU program title to *General Arts and Sciences – Degree Transfer* and update the Vocational Learning Outcomes effective September 1, 2023.*

MOTION: Be it resolved that the Board of Governors approve the title and Vocational Learning Outcomes modification for the *General Arts and Sciences – One-year (GSU) Ontario College Certificate*, for implementation Fall semester 2023.

CARRIED

8.3 Instructional Settings Modification: Carpentry and Renovation Technician

*The School of Trade and Technology sought approval to modify the instructional settings of the *Carpentry and Renovation Technician Ontario College Diploma (CPT) program*.*

This modification is a cyclical program review improvement recommendation and was approved by the School Dean and the Carpentry and Renovation Technician Program Advisory Committee (PAC) on June 23, 2021.

This modification is necessary because the total hours of laboratory/workshop/fieldwork has increased by 30% and the College is required to notify the Ministry of Colleges and Universities (MCU) of any changes in total instructional hours which exceed 25%. It was determined through cyclical review and consultation with the CPT PAC that these curriculum changes were necessary to improve program quality, student satisfaction, employer satisfaction and program competitiveness.

MOTION: Be it resolved that the Board of Governors approve the instructional settings modification of the *Carpentry and Renovation Technician (CPT) Ontario College Diploma* for implementation Fall semester, 2023.

CARRIED

8.4 New Program: Marketing Management Ontario College Graduate Certificate

The School of Business and Information Technology (SOBIT) sought approval to launch the full cost recovery two-semester *Ontario College Graduate Certificate Program in Marketing Management* in Fall 2023, targeting the international student market.

There are four functional areas within the School of Business and Information Technology - Marketing, Human Resources, Operations/Supply Chain, and Accounting & Finance. Offering a graduate certificate in each of them will contribute to a well-rounded suite of programs.

The college already offers a graduate certificate in Supply Chain. The addition of a new *Marketing Management Graduate Certificate* along with the proposed *Human Resources Graduate Certificate* (presented to the Board of Governors in March 2023) will allow for a more fulsome suite of SOBIT offerings.

This will give students more options to pursue further education after completion of one postgraduate program, thereby, increasing the attractiveness of these programs to international students.

MOTION: Be it resolved that the Board of Governors approve the new unfunded (full cost recovery) *Marketing Management Ontario College Graduate Certificate* program for implementation Fall semester, 2023.

CARRIED

8.5 New Program Business Case: Hairstyling, Ontario College Diploma

The School of Health and Community Services proposed the development and launch of a compressed 1-year, three-semester Ontario College Diploma Program in *Hairstyling*. The program concept was approved by the Board of Governors on November 23rd, 2022, which resulted in the development of the full business case included in the meeting materials. The program will be launched as a fully funded program, pending appropriate ministry approval, in Winter 2024.

The *Hairstyling* program is expected to attract creative individuals who are interested in owning their own business. These individuals may be high school students, mature students, individuals wishing a career change, individuals interested in a hairstylist apprenticeship, and students who may wish to ladder into Hairstyling from the *Esthetician – Spa Management* program

MOTION: Be it resolved that the Board of Governors approve the Hairstyling Ontario College Diploma program for launch January 1, 2024.

CARRIED

The Academic teams were thanked for their consistent commitment to program delivery improvements.

9.0 Governance Committee Report

D. Gillespie reported on the work of the committee.

The Board of Governors is in an active recruitment cycle, recruiting for one board appointed external governor, and one recommendation for LGIC appointment, for the coming term.

In early spring, the Committee reviewed the skill matrix and identified required and desired key competencies that would strengthen the Board of governors' skill mix: Legal, Government Relations, Professional Designations, Gender Balance and Diversity

A rigorous recruitment process took place with applications closing in early May, the committee was pleased with the quality of applicants. The committee met to review the applications of all candidates received and evaluate how their extensive and diverse skill sets could help strength the College Board of Governors. A short list of candidates was identified to be invited for interviews to further discuss their qualifications and their potential fit with our Board.

The committee will provide recommendations following the interview process scheduled to take place at the end of May.

Governance committee members were recognized and thanked for the extra time required in this very important process.

10.0. Board Chair Report

The excitement of Convocation is upon us, with the first ceremony taking place at the Haliburton Campus Friday May 26.

There are ceremonies that still require a governor to join the stage party and award certificates to the students, Governors were asked to provide availability to participate in convocation ceremonies to T. Matthews.

11.0 President's Report

President Adamson spoke to the written report included in the materials, with highlights as follows:

- Fleming College Toronto was proud to announce its grand opening event on Wednesday, May 3, at its Midtown Toronto campus. The event celebrated the official launch of the campus and highlight the significance of public-private partnerships in shaping the future of education in Ontario. The Honourable Jill Dunlop, Ontario Minister of Colleges and Universities, was in attendance, along with community leaders, industry partners, faculty, staff and students.
- Fleming provided a submission to the blue-ribbon panel on post-secondary education, reviewing sustainable funding to ensure all qualified students can enroll in programs that prepare them for long-term success.
- The Ontario College Quality Assurance Audit 2023 went well. While we are waiting formal results, we received positive feedback about our performance and how the College handled the audit process.

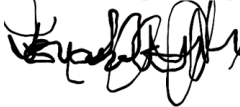
MOTION: Be it resolved that the Board of Governors receive the President's Report for information.

CARRIED

12.0. Close

The meeting was declared closed at 10:25a.m

DocuSigned by:

 Signed as approved:

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Don Gillespie
Vice-Chair
Fleming College Board of Governors