



## PUBLIC MEETING MINUTES

**Meeting Date:** June 28, 2023

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

**Attendance:**

**External Governors:**

Fred Clifford, <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	Doris Stamml ( <i>virtual</i> )
Don Gillespie ( <i>Regrets</i> )	Lisa Reed ( <i>Regrets</i> )	

**President:**

Maureen Adamson

**Internal Governors:**

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

**Senior Administration:**

Drew Van Parys <i>Executive Vice President, Corporate Services</i>	Brett Goodwin <i>Executive Vice President, Academics &amp; Applied Research and Innovation</i>	Liz Stone <i>Vice President, Indigenous Knowledge and Relations</i>
Alan Lambert <i>Interim Vice President, Organizational Effectiveness and Human Resources</i>	Annie Lam <i>Vice President Corporate Finance</i>	Steve Banyai ( <i>virtual</i> ) <i>Interim Chief Technology Officer</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 &amp; Risk Management</i>		

### **1.0 Call to Order, Welcome to the Traditional Territory and Confirmation of Quorum**

The Chair called the meeting to order at 9:02a.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.

### **2.0 Declaration of Conflict of Interest**

None.

### **3.0 Approval of Meeting Agenda**

**MOTION:** Be it resolved that the Board of Governors approve the agenda of the June 28, 2023 public meeting as presented.

**CARRIED**

### **4.0 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 May 24, 2023 Public Board of Governors Meeting**
- 4.2 Information Technology (IT) Appropriate Use Policy (AUP) # 6-601**
- 4.3 2023/24 Financial Plan (FYI)**
- 4.4 Enterprise Risk Management Update (FYI)**

#### **4.5 2022 Annual Report to Sponsors of the CAAT Supplementary Plan**

**CARRIED**

#### **5.0 Applied Research Strategy Project Update**

President Adamson spoke to Fleming's strong applied research record and strategic investments over the past few years to optimize Applied Research programs.

Following a system wide environmental scan, which was presented to the Board in January, the College engaged Shift Health to develop an evidence-based research strategy and implementation plan.

B. Goodwin provided a high-level update on the process, preliminary findings and next steps. The final report will be available Fall 2023.

#### **6.0 ESG Project Update**

President Adamson spoke to project progress following the April 27, 2022 board meeting and the delivery of an intensive report, where the Board of Governors directed the College to move forward with an ESG project

Management engaged Vassara, a consulting firm active in the environmental space, who provided their report at the January 2023 board meeting.

B. Goodwin provided an update presentation on work to date since the report was received.

**MOTION: That the Board of Governors of Sir Sandford Fleming College receive the ESG Project Update presentation for information.**

**CARRIED**

#### **7.0 Community Integration through Cooperative Education Ontario College Certificate, External Review Update**

President Adamson reported that Fleming College commissioned the Ontario Institute for Studies in Education at the University of Toronto to conduct an independent program evaluation of the Community Integration through Cooperative Education (CICE) program, following programmatic changes, which occurred in March and April 2023.

President Adamson introduced Nick Stone, Dean of the School of Health and Community Services who spoke to the details of the report.

Recommendations for program improvement are three-fold:

- 1) Increase and broaden the number of streams to allow for student choice to ensure the programs are suitable for students with exceptionalities and focused in areas they may find useful when seeking future employment.
- 2) The Program would benefit from considering the role and workload of the placement coordinator and Learning Facilitators responsible for placements to ensure sufficient coverage of this critical component of the CICE programming.
- 3) The communication with internal and external stakeholders is critical to the success of the Program and the students, particularly considering the wrap-around care the Program provides and the students typically require. Increased communication should focus on four primary areas:
  - I. Outreach for prospective students
  - II. Communication with families of current students
  - III. Communication/marketing for external partners

#### IV. Training for internal partners

Fleming's CICE program addresses all legislative aspects in relation to individuals with a disability. Namely, the requirements as set out by the Ontario Human Rights Commission and the policy on Accessible Education for Students with Disabilities as well as the Accessibility for Ontarians Disability Act.

**MOTION: That the Fleming College Board of Governors support implementation of recommendations from the commissioned Ontario Institute for Studies in Education at the University of Toronto (OISE/UT), and continuation of the Community Integration through Cooperative Education (CICE) program Ontario College Certificate.**

**CARRIED**

#### **8.0 International Student Recruitment**

L. Gunning, Associate Vice President International provided an overview of the pre-circulated materials and responded to questions.

#### **Recruitment (Agent) Non-Competitive Procurement Agreement**

Fleming has a large global network of agents under contract to recruit international students. The College has approximately 209 active agreements, although not all of those have acquired students for Fleming in the past year. Agents go through a screening process and are selected based on capabilities, quality, reputation, and resources in each market, with some larger firms recruiting in many markets. Agents range from multinational corporations to small sole proprietors. The top five agents yield 50-60% of the total number of students enrolled in most years

A single Non-Compete form is generated collectively for all agents based on commission projections for the current fiscal year. The College does not send out competitive bids for these agreements, as it is not a typical procurement process with payment being made in advance. Payments are made post-performance.

The total amount paid to agents by the College has been in the \$4-\$5 million range at our peak, pre-COVID enrolment levels, but it is expected to go higher in the current fiscal year based on enrollment projections for fall 2023 and winter 2024 intakes. No single provider has exceeded the \$1 million annual payment level, the threshold for Board of Governors approval. However, there is a possibility of 2 suppliers (ApplyBoard and IDP Education) exceeding the \$1 million annual payment level for the 2023-2024 fiscal year.

**MOTION: That the Board of Governors approve the Non-Compete Procurement Agreement for international student recruitment agents, projected to have a total value of approximately \$5.7 Million.**

**CARRIED**

#### **International Student Health Insurance**

Immigration, Refugees and Citizenship Canada (IRCC) requires international students studying in Canada to have health insurance coverage. Fleming, Fanshawe and College Boreal all had expiring international health insurance contracts. Management worked in partnership with these partner colleges to issue an RFP for health insurance services together, with 5 responses received and evaluated by the evaluation team.

Fleming College has been working with ACL Student Benefits (Morcare) since 2016 and the company provides health insurance for both international and domestic students at Fleming. The current contract with ACL Student Benefits (Morcare) will expire in August 2023. ACL Student Benefits (Morcare) is the successful bidder for a 5-year contract with 5-year renewal option.

There is no financial impact on the college as health insurance costs are included in tuition fees for international students (this is also the case for domestic students). The exact cost of the contract is dependent on international enrollment.

**MOTION: That the Board of Governors approve the Agreement for international student health insurance with ACL Student Benefits (Morcare) for 5 years, with a 5-year renewal option.**

**CARRIED**

## **9.0 Program Modifications**

B. Goodwin spoke to the reports.

### **9.1 Registered Practical Nurse – Perioperative Nursing Ontario College Graduate Certificate (PRP) – Part-time status, Title and VLO Modification**

The School of Health and Community Services wishes to offer the current part-time *Registered Practical Nurse – Perioperative Nursing (PRP)* program as a fulltime Ontario Graduate Certificate. The School will share curriculum delivery with the existing fulltime offering of the *Registered Nurse – Perioperative Nursing* program.

Sharing the curriculum will enhance student learning and result in considerable cost savings for both programs, as well as fill a local labour market need.

To change from part-time to full-time status, the program will undergo a title change to remove “(P-T).” Additionally, a Vocational Learning Outcomes (VLOs) change will occur to update the VLOs to today’s standards. Credential Validation Services (CVS) have approved the title change and the changes to the VLOs as of April 11<sup>th</sup>, 2023.

**MOTION: THAT the Board of Governors approve the change from part-time to full-time status of the “(P-T) Registered Practical Nurse - Perioperative Nursing” and the subsequent title change to “Registered Practical Nurse - Perioperative Nursing” and changes to the Vocational Learning Outcomes to accommodate this change in status, for implementation September 1, 2023.**

**CARRIED**

### **9.2 New Program Proposal – Addictions and Mental Health – Interprofessional Practice Ontario College Graduate Certificate**

The School of Health and Community Services is proposing the development and launch of a one-year, two semester, Ontario College Graduate Certificate for *Addictions & Mental Health – Interprofessional Practice* for Winter 2024. The proposed program will be intentionally designed to focus on the interprofessional aspects of addictions and mental health and how different professions work together to provide outstanding public services.

It will be the first graduate certificate in the Community stream and with the focus on interprofessional practice it will allow students from varying professional and educational backgrounds to upskill in addictions and mental health.

The program will initially be offered as a full cost recovery (unfunded) program targeting international students to facilitate a quick implementation and launch. It does not require approval by the Ministry of Colleges and Universities, only Board of Governors approval internally, and Credential Validation Services (CVS) approval externally, which includes a depiction of the new program curriculum.

With a Winter 2024 launch, revenue in fiscal year one is estimated at \$146,211.30 increasing to \$833,404.41 by year three and remaining stable thereafter when meeting enrollment targets.

This proposed program will leverage existing curriculum within the School of Health & Community Services and have a stronger emphasis on interprofessional practice at the post-graduate level. The program will be unique in the provincial system in several respects

**MOTION: THAT the Board of Governors approve the program proposal, development and launch of a new *Addictions & Mental Health – Interprofessional Practice* Ontario College Graduate Certificate program for implementation Winter, 2024.**

**CARRIED**

### **9.3 New Program Business Case - Geographical Information Systems for Analytics Ontario College Graduate Certificate**

The School of Environmental and Natural Resource Sciences is proposing the development and launch of the new Geographic Information Systems for Analytics program. This three semester Ontario College Graduate Certificate will be offered at Frost campus using a HyFlex and micro-credential delivery model and will share curriculum with the new Spatial Data Analytics Ontario College Graduate Certificate - and will replace the existing Geographic Information Systems – Applications (GIA) and Cartographic (GC) Specialists programs.

In early 2023, SENRS made a proposal to modify the current Geographical Information Systems (GIS) – Applications and Cartographic Specialists programs and was granted approval by Fleming College’s Board of Governors to modify these programs at the January 25, 2023 public meeting

During the curriculum development stage, it was discovered that to modify the GIS programs to include analytics training and to maintain a third semester capstone applied project, the College would need to create a new program.

**MOTION: That the Board of Governors of Sir Sandford Fleming College approve the Geographic Information Systems for Analytics Ontario College Graduate Certificate program for launch in Fall 2024.**

**CARRIED**

## **10.0. Board Chair Report**

### **11.0 President’s Report**

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

- President Adamson participated as a keynote speaker for a symposium held by the University of Toronto that discussed the role that colleges in Ontario can play to rebuild the economy. The Ignite summit was a key component of the keynote and was well received.
- The Ontario College Quality Assurance Audit 2023 went well. Management is reviewing the draft report from the CQAAP auditors. The report is very positive with the College receiving the highest rank of “Mature Effort.” The report identifies some areas for improvement and the Quality Team is developing a workplan to address recommendations.

On behalf of all Governors, President Adamson thanked F. Clifford both for his time as Board Chair and for all years of service to the Fleming College Board of Governors. F. Clifford was presented with a gift of thanks.

**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

*Signed as approved:*

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Fred Clifford  
Chair  
Fleming College Board of Governors