



## Board of Governors Public Meeting Minutes

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**Meeting Date:** September 30, 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  
Mr. Paul Downs  
Mr. Jason Fleming  
Mr. Don Gillespie  
Mr. Tim Kennaley  
Ms. Cathy Praamsma  
Ms. Nicole Grady  
Mr. Thom Luloff  
Ms. Mary Lou McLean  
Ms. Maureen Adamson, President

#### Regrets:

Mr. Ben Currelly  
Ms. Mary-Anne Hoggarth

#### Senior Administration:

Ms. Cathy Bailey, Vice-President, Corporate Services  
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, Manager of Operations  
Ms. Sara O'Halloran, Executive Assistant

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

The Chair called the meeting to order at 10:02 a.m. and acknowledged that the Board of Governors hosted the September 30, 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. Welcome to New Governors

The Chair welcomed new Governors Mr. Don Gillespie, Ms. Cynthia Chan Reynolds, Mr. Jason Fleming and Mr. Tim Kennaley to their first official Board meeting.

## 3. Declaration of Conflict

None identified.

## 4. Approval of Meeting Agenda

*Moved by Mr. Clifford and seconded by Mr. Chan Reynolds that the Board of Governors of Sir Sandford Fleming College approve the agenda of the September 30, 2020 public meeting as presented.*

Carried

## 5. Consent Agenda

*Moved by Mr. Downs and seconded by Ms. Chan Reynolds that the Board of Governors of Sir Sandford Fleming College approve the consent agenda for the September 30, 2020 public meeting and, through this consent:*

- *Approve the minutes of the June 24, 2020 Public meeting; and,*
- *Receive the report on Contracts Awarded for information.*

Carried

## 6. Business Arising

None identified.

## 7. Board of Governors Objectives 2020-2021

The Board's objectives for 2020-2021 were presented and it was recommended that 'To monitor financial health of the College' be added as Objective #2:

1. Oversee Strategic Plan annual outcomes
2. Monitor financial health of the College
3. Implement ongoing Board education program
4. Focus on Foundation of the Board to oversee a community engagement strategy with a view to fundraising
5. Create a succession / nomination plan for the Board (through the Governance Committee)

*Moved by Ms. Grady and seconded by Ms. MacIver that the Board of Governors of Sir Sandford Fleming College approve the Board Objectives for 2020-2021 as amended.*

Carried

## 8. Enterprise Risk Management Policy 1-108

The Chair welcomed Ms. Cathy Bailey, Vice President, Corporate Services and CFO and Ms. Sherry Gosselin, Director, Project Management Office and Institutional Research Office.

*Moved by Mr. Clifford and seconded by Mr. Downs that the Board of Governors of Sir Sandford Fleming College:*

- *approve the revised Enterprise Risk Management 1-108 Policy for implementation October 1, 2020;*
- *request that the Finance and Audit Committee review the report prior to presentation to the Board; and,*

- *request the Governance Committee to advise on adjusting the by-law of the Board at a future date, to establish the Finance and Audit Committee as the sub-committee responsible to oversee risk management matters of the College and report these to the Board, as appropriate and at least once per fiscal year.*

Carried

#### 9. Updated March 31, 2021 Budget

The Chair welcomed Ms. Cathy Bailey, Vice President, Corporate Services and CFO and Mr. Fred Clifford, Chair of the Finance & Audit Committee for discussion on the updated March 31, 2021 Budget.

The Chair proposed that the Motion be changed from approving the Fleming College 2020-2021 Preliminary Budget to approving the Fleming College 2020-2021 Revised Budget.

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

*Revenue of \$127,741,137*

*Expenditures of \$140,132,575*

*Capital Expenditure of \$7,765,864*

*Net Assets at March 31, 2021 of \$29,816,000; and,*

*That this revised budget be submitted to the Ministry of Colleges and Universities (MCU).*

Carried

#### 10. New Program Proposal

The Chair welcomed Ms. Linda Poirier, Vice-President, Academic Experience to present on a new program proposal for an Entrepreneurship & Innovation – Ontario College Graduate Certificate. Information on the program was provided in the public meeting package.

*Moved by Mr. Kennaley and seconded by Mr. Luloff that the Board of Governors of Sir Sandford Fleming College approve the new program proposal for an Entrepreneurship & Innovation Ontario College Graduate Certificate Program for implementation September 2021*

Carried

#### 11. Annual Report 2019 - 2020

The Chair welcomed Ms. Sherry Gosselin, Director, Project Management Office and Institutional Research, who provided an overview on the 2019-2020 Annual Report through which, the College analyses and determines the 2020-2021 Business Plan performance and objectives achieved. A copy of the Annual Report 2019 – 2020 was provided in the agenda package.

*Moved by Ms. Chan Reynolds and seconded by Ms. MacIver that the Board of Governors of Sir Sandford Fleming College approve the 2019-2020 Annual Report for submission to the Ministry of Colleges and Universities (MCU) and to post to the College website as per the MCU Annual Report Operating Procedure (2010).*

Carried

#### 12. Business Plan 2020-2021

The Chair again welcomed Ms. Gosselin, Director, Project Management Office and Institutional Research, who provided an overview on the 2020-2021 Business Plan. The Business Plan allows the

College to identify its objectives for the coming year within the framework of the 2019-2024 Strategic Plan and toward achievement of the 2020-2025 Strategic Mandate Agreement (SMA3). A copy of the Business Plan 2020 – 2021 was included in the meeting package.

*Moved by Mr. Fleming and seconded by Ms. McLean that the Board of Governors of Sir Sandford Fleming College approve the 2020-2021 Business Plan for submission to the Ministry of Colleges and Universities (MCU) and to post to the College website as per the MCU Business Plan Operating Procedure (2009).*

Carried

### 13. Fall 2020 Enrolment

The Chair welcomed to Ms. Roni Srdic, Registrar, Ms. Linda Poirier, Vice President Academic Experience and Mr. Drew Van Parys, Vice President, Economic & Community Development who presented on the Fall 2020 enrolment update.

*Moved by Ms. Grady and seconded by Ms. McLean that the Board of Governors of Sir Sandford Fleming College receive the Fall 2020 Enrolment Report for information.*

Carried.

### 14. Report from the Board Chair

The 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 September 2020 verbal Board Chair report for information.*

Carried

### 15. 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 June 2020 meeting.

*Moved by Mr. Gillespie and seconded by Mr. Kennaley that the Board of Governors of Sir Sandford Fleming College receive the September 2020 President's report for information.*

Carried

### 16. Other Business

None identified.

### Adjournment

*Moved by Ms. Chan Reynolds and seconded by Ms. MacIver that the public meeting of September 30, 2020 be adjourned at 11:36 a.m.*