

**Board of Governors PUBLIC MEETING**  
**Wednesday, November 28, 2018**  
**Sutherland Campus, Scholfield Boardroom – B3330**  
**Peterborough, ON**

## MINUTES

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*Present:* Mr. Fred Clifford (phone)  
Ms. Chloe Craig  
Mr. George Gillespie  
Ms. Nicole Grady  
Dr. Aaron Grant  
Ms. Hajni Hos  
Ms. Rosemarie Jung (phone)  
Ms. Katherine MacIver  
Mr. Dan Marinigh, Board Chair  
Ms. Mary Lou McLean  
Ms. Cathy Praamsma  
Ms. Maureen Adamson, President

*Regrets:* Mr. Mike Leonard

Ms. Michele McFadden, Board Secretary

*Senior Administration:*

- Mr. Brian Baker, Vice-President Finance and Administration
- Mr. Drew Van Parys, Executive Director Marketing and Advancement
- Ms. Shelley Mantik, Interim Vice-President Human Resources
- Dr. Brent Wootton, Vice-President Applied Research and Innovation

*Staff Presenting:*

- Item 5.1: Ms. Angie Sims, Director Budget Services
- Item 6.1: Ms. Kristi Kerford, Associate Vice-President Student Services

*Guests in Attendance:*

- Ms. Sara O'Halloran, College Communications

### 1. **Call to Order**

The Chair called the meeting to order at 2:39 p.m. and acknowledged holding the meeting on the traditional lands of the Mississauga and Anishinaabe peoples.

The Chair confirmed **quorum**, noting two members were participating via telephone. Staff and guests were **welcomed**.

**Installation of Incoming Governors.** Chair Marinigh presented Governor Hos with her tartan made from the cloth of the Murray Clan Tartan. The College's namesake was born in Scotland and the Fleming family was a sub-clan of the Murray clan, hence the association with the Murray Tartan. The tartan is used officially by the Fleming Board.

**Approval of the Agenda:** It was moved by Ms. Praamsma, seconded by Ms. McLean and carried to approve the printed agenda.

2. **Declarations of Conflict:** There were no conflicts disclosed concerning items identified on the agenda.

3. **Consent Agenda**

Governors were afforded the opportunity to identify those items to be removed from the Consent Agenda and placed on the regular Public meeting agenda.

Moved and Seconded by Ms. Grady and Mr. Gillespie

**THAT the Board of Governors of Sir Sandford Fleming College approve the Consent Agenda for the November 28, 2018 meeting and, through this consent,**

**3.1 approve the minutes of the October 24, 2018 Public Board meeting;**

**3.2 approve revised College Policy #4-429, *Cannabis Possession and Use*;**

**3.3 receive for information the Investment Portfolio Review Report for the period ended September 30, 2018.**

Motion Carried

(Resolution BoG Nov28-2018 #1)

**REGULAR AGENDA**

4. **Business Arising from Previous Meetings:** None identified.

5. **Decision Items**

5.1 **2018-2019 Financial Plan Update:** Presented by Vice-President Baker, the financial plan is reviewed mid-year to update the preliminary budget for known adjustments to the original budget assumptions. All Ministry financial health indicators are positive. Highlights of the update budget:

- total revenues of \$150.4 million, total expenditures projected at \$141.7 million, leaving \$8.8 million available for contribution to reserves
- capital investment is budgeted at \$17.1 million, an increase of \$3.9 million from preliminary
- net assets are projected to be \$35.1 million

While projecting a surplus, the budget is not without risk; winter tuition must still be based on enrolment forecasts that are subject to change.

Governors were afforded the opportunity to ask questions.

Moved and Seconded by Mr. Gillespie and Ms. MacIver

**THAT the Board of Governors of Sir Sandford Fleming College approved the updated Fleming College Financial Plan 2018-2019 including adjustments to the Internal Restricted Reserve within Net Assets which provides for:**

- **Total Revenue of \$150,412,813**
- **Expenditures of \$141,653,482**
- **Capital Expenditure of \$17,112,956**
- **Net Assets at March 31, 2019 of \$35,095,000 AND**

**THAT the Update Budget be submitted to the Ministry of Training, Colleges and Universities.**

Motion Carried

(Resolution BoG Nov28-2018 #2)

6. **Discussion Items, Reports and Information Items**

6.1 **Sexual Violence Prevention Annual Report:** Fleming has had a standalone Sexual Violence Prevention policy in place since March 2015, created in response to legislation which requires

all Ontario postsecondary institutions to have such a policy. The legislation also requires colleges to provide their board of governors with an annual report. Associate Vice-President Kerford provided highlights of the measures in place. Since launching the policy, reporting statistics indicate an increase in disclosures, which was anticipated. It was noted that formal reports are investigated internally, there is no action taken with anonymous reports. Increased attention to reporting processes increases reports; it was suggested that the report be further broken down into categories based on our protocol with police, e.g. which of these reports fall into police segment, which were violent, which were investigated.

It was moved by Dr. Grant, seconded by Ms. McLean and carried to **receive for information the Sexual Violence Prevention Annual Report.**

- 6.2 Report from the Board Chair:** Chair Marinigh extended thanks to the governors who were able to attend the installation ceremony and acknowledged the role played by key staff in the planning of the event. President Adamson will be hosting a Fleming Family Skate day on December 14 from 3:00 to 5:00 p.m. at the Peterborough Memorial Centre; this invitation is open to Governors as well. The Chair also highlighted events he attended in concert with the Higher Education Summit

It was moved by Ms. Grady, seconded by Ms. Hos and carried to **receive the verbal report of the Board Chair.**

- 6.3 Report from the President:** The Report highlights key activities of each of the core businesses of the College since the October meeting of the Board.

It was moved by Ms. Jung, seconded by Ms. MacIver and carried to **receive President's Report for information.**

- 7. Other Business:** none brought forward or identified.
- 8. Community Connections:** Members were afforded the opportunity to share information that may be of interest/benefit to other Governors or to the College. Members requested the opportunity to formally participate in the next Open House event.
- 9.** It was moved by Ms. Grady, seconded by Ms. Craig and carried to **adjourn the Public Board meeting at 3:35 p.m.**