



## Board of Governors Public Meeting Minutes

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**Meeting Date:** Wednesday, April 24, 2019  
**Meeting Time:** 1:20 p.m.  
**Meeting Location:** Brealey Campus - Scholfield Boardroom, Room B3330

**Present:**

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

**Regrets:**

Ms. Rosemarie Jung  
Dr. Aaron Grant  
Mr. Mike Leonard

**Senior Administration:**

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

**Administrative Support:**

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

**Guests:**

Ms. Angie Sims, Director, Budget Services  
Mr. Naman Khandelwal, President, Student Administrative Council  
Mr. Chris Smith, General Manager, Student Administrative Council  
Ms. Victoria Hynes, President, Frost Student Association  
Mr. Kieran Murphy, Director of Finance, Frost Student Association  
Mr. Jason Jackson, Co-Chair of Fleming College's Strategic Planning Committee and Academic Chair, School of Trades and Technology  
Ms. Trish O'Connor, Director Office of Sustainability

1. Call to Order

The Chair called the meeting to order at 1:21 p.m. and acknowledged 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. Hos and seconded by Mr. Gillespie that the Board of Governors of Sir Sandford Fleming College approve the agenda for the April 24, 2019 Public meeting. Carried*

4. Consent Agenda

Moved by Ms. Grady and seconded by Mr. Clifford that the Board of Governors of Sir Sandford Fleming College approve the Consent Agenda for the April 24, 2019 Public meeting and, through this consent approve:

- minutes from the March 27, 2019 Public Meeting; and
- the report on Contract Awards

5. Business Arising from the Previous Meetings (not otherwise covered)

None identified.

6. Decision Items

6.1 Approval of Draft 2019 / 2020 Financial Plan

The Chair welcomed Mr. Baker and guest Ms. Sims, Director, Budget Services. Ms. Adamson thanked Mr. Baker and Ms. Sims for their work on the 2019 / 2020 Financial Plan. Administration is seeking approval on the 2019 / 2020 Financial Plan as presented to the Board for submission to the Ministry of Training, Colleges and Universities. Ms. Sims acknowledged that while we do not have the contingency and surplus that we had in years prior, we remain in good financial shape. The biggest financial risk for the future remains enrolment.

*Moved by Mr. Clifford and seconded by Mr. Gillespie that the Board of Governors of Sir Sandford Fleming College approve the Fleming College Financial Plan 2019-2020 for submission to the Ministry of Training, Colleges and Universities. Carried*

6.2 Approval of Student Levied Fees

The Chair welcomed guests Mr. Khandelwal, President, Student Administrative Council; Mr. Smith, General Manager, Student Administrative Council; Ms. Hynes, President, Frost Student Association; Mr. Murphy, Director of Finance, Frost Student Association and Ms. Sims (previously introduced) with Senior Administrators, Ms. Dupret and Mr. Baker. The Ministry of Training, Colleges and Universities released a new policy related to student fees, and what can be classified as an essential fee. Proposed essential fee categories (as outlined in the briefing note provided) include Athletic and Recreation; Career Services; Student Buildings; Health and Counselling; Academic Support; Student Achievement and Records; Health and Dental Plan (with opt-out option); and Student Transit Passes (existing mandatory transit passes will remain). All other fees are considered non-essential and must be optional.

*Moved by Ms. Praamsma and seconded by Ms. McLean the Board of Governors of Sir Sandford Fleming College approve the Student Levied Fees for 2019 / 2020 as presented. Carried*

### 6.3 New Program Approval – Ontario College Graduate Certificate in Geothermal Systems

Guests Mr. Jackson, Academic Chair, School of Trades and Technology and Ms. O'Connor, Director Office of Sustainability were welcomed. The Geothermal Systems program was previously presented to the Board of Governors in the Fall of 2018 for preliminary feedback, and the program was supported by the Board. The final business case was prepared and provided in advance to the Board for review and final approval. Noted that this would be the first intercampus program offering at Fleming College.

*Moved by Ms. Craig and seconded by Ms. MacIver that the Board of Governors of Sir Sandford Fleming College approve the business case for Ontario College Graduate Certificate in Geothermal Systems with a proposed launch date of January 2020 for submission to the Ministry Training Colleges and Universities. Carried*

### 6.4 Exception to Policy 5-502 Issuance of Diplomas & Certificates

Ms. Adamson indicated that the recommendation to the Board is to make an exception to Policy 5-502 Issuance of Diplomas and Certificates removing the need for a live signature. This exception would allow for the electronic inscription of the Registrar's signature which is consistent with practice at the majority of other Ontario Colleges. After June 2019, a fulsome update to Policy 5-502 would be undertaken.

*Moved by Ms. Grady and seconded by Ms. MacIver that the Board of Governors of Sir Sandford Fleming College approve the proposed exception to Policy No. 5-502 Issuance of Diplomas and Certificates effective immediately until the end of June 2019. Carried*

## 7. Discussion Items, Reports and Information Items

### 7.1 New Program – Public Infrastructure

A proposal to offer a new part-time Fleming College Certificate in Public Infrastructure Asset Management through Ontario Learn to launch January 2020 was provided to the Board. Dr. Wootton explained that this would be the first program to focus on Municipal infrastructure in Canada and as such this provides a significant opportunity for Fleming.

*Moved by Ms. Praamsma and Seconded by Ms. Craig that the Board of Governors of Sir Sandford Fleming College support the preliminary proposal for a Fleming College Certificate in Public Infrastructure Asset Management, offered through Ontario Learn, with an implementation date of January, 2020. Carried*

### 7.2 Quality Assurance Management Report

The April 2019 Quality Assurance Monitoring Report was included in the Board package for information.

*Moved by Mr. Clifford and seconded by Ms. McLean that the Board of Governors of Sir Sandford Fleming College receive the Quality Assurance Monitoring Report for information. Carried*

### 7.3 Verbal Update from the Board Chair

- The next Board of Governors Meeting will be on May 22, 2019 at Sutherland Campus, time to be confirmed.
- Fleming College's Convocation ceremonies occur May 31, through June 14<sup>th</sup>, please speak with Ms. Beirness or Ms. Armstrong after the meeting to review dates and times and confirm your attendance for one or more of the ceremonies.
- Mr. Sinclair of CEC has tendered his notice to retire – replacement proceedings are underway
- In the April 11<sup>th</sup> Provincial budget there was a note pertaining to executive compensation. This directive will give the Board the information necessary to work on compensation for the President, Vice-Presidents and other executive level positions.

*Moved by Ms. Craig and seconded by Ms. Grady that the Board of Governors of Sir Sandford Fleming College receive the verbal report of the Board Chair for information. Carried*

#### 7.4 Report from the President

Ms. Adamson's report was provided in the meeting package and it included a summary of key updates since our March 2019 meeting.

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

#### 8. Other Business

None identified.

#### 9. Roundtable – “Community Connections”

Members were afforded the opportunity to share information that may be of interest to other Governors or to the College.

10. Adjournment: *Moved by Ms. Craig and seconded by Ms. McLean to adjourn the Public Board of Governors meeting at 2:21p.m. Carried*