



## Board of Governors Public Meeting Minutes

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**Meeting Date:** Wednesday, May 22, 2019  
**Meeting Time:** 1:00 p.m.  
**Meeting Location:** Brealey Campus - Scholfield Boardroom, Room B3330

### Meeting Attendance

#### Present:

Mr. Dan Marinigh, Board Chair  
Ms. Katherine MacIver, Vice Chair  
Ms. Chloe Craig  
Mr. George Gillespie  
Ms. Nicole Grady  
Ms. Rosemarie Jung  
Mr. Mike Leonard  
Ms. Mary Lou McLean  
Ms. Cathy Praamsma  
Ms. Maureen Adamson, President

#### Regrets:

Mr. Fred Clifford  
Dr. Aaron Grant  
Ms. Hajni Hos

#### Senior Administration:

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

#### Administrative Support:

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

#### Guests:

Dr. Brett Goodwin, Dean and Principal, School of Environmental and Natural Resource Sciences  
Mr. Jason Jackson, Co-Chair of Fleming College's Strategic Planning Steering Committee and Acting Dean, School of Business and School of Trades and Technology  
Ms. Eva Rees, Manager, Flexible Delivery and Contract Training

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

The Chair called the meeting to order at 1:00 p.m. and acknowledged that the Board of Governors is 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. MacIver and seconded by Mr. Gillespie that the Board of Governors of Sir Sandford Fleming College approve the agenda for the May 22, 2019 Public meeting.*

Carried

4. Consent Agenda

The minutes from the Public meeting of April 24, 2019 were removed from the consent agenda and the following corrections were requested:

1. Add Ms. Grady to the attendee list
2. Remove Ms. Jung from the attendee list

*Moved by Ms. Mclean and seconded by Ms. Praamsma that the Board of Governors of Sir Sandford Fleming College approve the minutes of the April 24, 2019 Public Meeting as amended.*

Carried

*Moved by Ms. Craig and seconded by Ms. Jung that the Board of Governors of Sir Sandford Fleming College approve the Consent Agenda for the May 22, 2019 Public Meeting and, through this consent receive the Quality Assurance Dashboard, as of May 7, 2019 for information.*

Carried

5. Business Arising

None identified.

## Decision Items

6. Strategic Plan – 2019 – 2024 Final

The Chair welcomed Mr. Van Parys and guest Mr. Jackson, Co-Chair of Fleming College's Strategic Planning Steering Committee. The Board was provided with the complete designed copy of Fleming College's 2019 – 2024 Strategic Plan; a draft version of the Strategic Plan was approved in principle at the April 24th In-Camera meeting. Mr. Van Parys presented the Communications Plan, which in addition to the printed materials provided, includes stand-up displays; social media content; and an external web presence. Fleming College's Marketing department was commended for their exceptional design work.

*Moved by Mr. Gillespie and seconded by Ms. MacIver that the Board of Governors of Sir Sandford Fleming College approve the complete, designed copy of the 2019-2024 Strategic Plan.*

Carried

*Moved by Ms. Craig and seconded by Ms. Praamsma that the Board of Governors of Sir Sandford Fleming College receive the 2019-2024 Strategic Plan Communication plan for information.*  
Carried

#### 7. 2018/2019 Annual Report

The Chair welcomed Ms. Gosselin. The Ontario College of Applied Arts and Technology Act requires that each College prepare an annual report that is submitted to the Ministry of Training, Colleges and Universities and made available to the public. The report analyses Fleming College's 2018/2019 Business Plan performance and objectives achieved and reflects the Strategic Mandate Agreement (SMA2) metrics. It was clarified by Ms. Adamson that the College's new Strategic Direction, as approved by our Board, will be reflected in the 2019/2020 annual report

*Moved by Mr. Leonard and seconded by Ms. Jung that the Board of Governors of Sir Sandford Fleming College approve the Fleming College 2018-2019 Annual Report as presented for publication and submission to the Ministry of Training, Colleges and Universities.*  
Carried

#### 8. 2019/2020 Business Plan

The Chair welcomed Ms. Gosselin. The 2019/2020 Business Plan is the first College-wide plan developed under the purview of the new 2019/2024 Strategic Plan. The 2019/2020 Business Plan will be the final plan under the purview of the Strategic Mandate Agreement (SMA2) before the SMA3 comes into effect April 1, 2020 along with a performance-based funding model. It was suggested by Ms. Craig that the photograph on the cover page be replaced with an image that better reflects Fleming College.

*Moved by Ms. Jung and Seconded by Ms. Mclean that the Board of Governors of Sir Sandford Fleming College approve the 2019-2020 Business Plan for submission to the Ministry of Training, Colleges and Universities.*  
Carried

#### 9. Internally Restricted Net Assets

The Chair welcomed Mr. Baker. The Internally Restricted Net Assets were presented at the Finance and Audit Committee meeting of May 22, 2019. Mr. Gillespie, acting Chair of the Finance and Audit committee, noted that after review, the Finance and Audit Committee recommends for Board approval: an increase to the Internally Restricted Net Assets of \$232,000 to be used for residence and other student related services; and \$10,000 for future Sports Field Complex capital repairs and improvements. A detailed briefing note pertaining to the Internally Restricted Net Assets was provided in the public Board package.

*Moved by Mr. Gillespie and seconded by Ms. Praamsma that the Board of Governors of Sir Sandford Fleming College accept the recommendation from the Finance and Audit Committee to increase the internally restricted assets by \$232,000 for the purposes of residence and other student services.*  
Carried

*Moved by Mr. Gillespie and seconded by Ms. Praamsma that the Board of Governors of Sir Sandford Fleming College approve an additional \$10,000 for the purpose of future Sports Field Complex capital repairs and improvements.*  
Carried

**10. Draft 2018/2019 Audited Financial Statements**

The Audited Financial Statements for 2018-2019 were presented at the Finance and Audit Committee meeting of May 22, 2019. Mr. Gillespie, acting Chair of the Finance and Audit committee, indicated that the Committee reviewed the Audited Financial Statements for 2018-2019 and recommends the statements for Board approval. A detailed briefing note and the audited financial statements were provided in the public Board package.

*Moved by Mr. Gillespie and seconded by Ms. Praamsma that the Board of Governors of Sir Sandford Fleming College approve the 2018-2019 Audited Financial Statements indicating Net Assets as at March 31, 2019 of \$39,945,576.*

Carried

**11. New Program: Conservation Biology**

The Chair welcomed Dr. Philips and guest Dr. Goodwin, Dean and Principal, School of Environmental and Natural Resource Sciences. The final business case for the Ontario College Diploma in Conservation Biology commencing in September 2019 was provided in the Board package. The Conservation Biology preliminary program proposal was previously presented to the Board in November 2018 and received the Board's endorsement.

*Moved by Ms. Grady and seconded by Ms. Craig that that the Board of Governors of Sir Sandford Fleming College approve the Conservation Biology Ontario College Diploma program with an implementation date of September 2019, for submission to the Ministry of Training, Colleges and Universities for funding approval.*

Carried

**12. New Program: Mechatronics**

The Chair welcomed Dr. Philips and guest Mr. Jason Jackson, Acting Dean, School of Business and School of Trades and Technology. The final business case for the Ontario College Graduate Certificate in Mechatronics commencing in September 2019 was provided in the Board package. In October 2018, the Mechatronics preliminary program proposal was presented to the Board of Governors and received the Board's endorsement. Noted that the initial net contribution to overhead is lower than other programs due to an expensive capital upgrade, however, the capital equipment will be utilized for several other programs.

*Moved by Ms. Jung and seconded by Ms. Praamsma that the Board of Governors of Sir Sandford Fleming College approve the Mechatronics Ontario College Graduate Certificate program with an implementation date of September 2019, for submission to the Ministry of Training, Colleges and Universities for funding approval.*

Carried

## Information Items

**13. Program Revision: Business Analytics (rev. Applied Data Analytics)**

The Chair welcomed Dr. Philips and guest Mr. Jason Jackson, Acting Dean, School of Business and School of Trades and Technology. A briefing note was provided in the Board package that outlined revisions to the formerly titled Business Analytics program, now titled Applied Data Analytics. The original Business Analytics program concept was presented to the Board in October 2018. The program concept has since been modified to broaden the scope from business analytics to applied data

analytics allowing for specializations in: business, crime, health, and environmental analytics. The program launch date has also been modified to Fall 2020.

*Moved by Ms. MacIver and seconded by Ms. Mclean that the Board of Governors of Sir Sandford Fleming College receive the amendment to the New Program Proposal: Business Analytics (now titled Applied Data Analytics) for information.*

Carried

#### 14. SkillsAdvance Ontario Pilot

The Chair welcomed Dr. Philips and guest Mr. Jason Jackson, Acting Dean, School of Business and School of Trades and Technology. The SkillsAdvance Ontario (SAO) pilot project is intended to support workforce development in identified key growth sectors; Steel and Aluminum, Aviation, Agri-food and Manufacturing. A detailed briefing note was provided to the Board outlining the pilot and the various projects and partnerships involving Fleming College.

*Moved by Ms. Grady and seconded by Ms. Craig that the Board of Governors of Sir Sandford Fleming College receive the SkillsAdvance Ontario Pilot report for information.*

Carried

#### 15. Fleming College Certificates Through OntarioLearn

The Chair welcomed Dr. Wootton and Ms. Rees, Manager, Flexible Delivery and Contract Training. The School of Flexible Delivery and Contract Training is seeking to expand its offerings of part-time eLearning programs Continuing Education certificates through the “pick-up” of existing Ontario Learn courses. A detailed briefing note was provided in the meeting package.

*Moved by Ms. Praamsma and seconded by Ms. Craig that the Board of Governors of Sir Sandford Fleming College receive this Preliminary Proposal for Fleming College “Pickup” Certificates offered through Ontario Learn for information.*

Carried

#### 16. Update from the Board Chair

The next Public Meeting date is June 26, 2019, Sutherland Campus, time to be confirmed. We can expect an update on Executive Compensation from the Deputy Minister soon; this will amend the current regulations and outline “pay for performance” salary requirements.

The Board Chair and President signed the new By-law 1 on May 2, 2019.

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

Carried

#### 17. Report from the President

The President’s report was provided in the meeting package and it included a summary of key updates since the April 2019 meeting. Ms. Adamson also noted that concerns surrounding Private Career Colleges was raised at Colleges Ontario’s Committee of Presidents (COP). COP proposes a quality framework be developed for guiding partnerships with Private Career Colleges.

*Moved by Ms, Jung and seconded by Ms. Mclean that the Board of Governors of Sir Sandford Fleming College receive the Report from the President for information.*  
Carried

## Discussion Items

### 18. Other Business

None identified.

### 19. Adjournment

*Moved by Ms. Jung and seconded by Ms. Grady that the Public meeting of May 22, 2019 be adjourned at 2:13 p.m.*