

APPROVED

MINUTES OF MEETING NUMBER FOUR HUNDRED AND FORTY FOUR OF THE BOARD OF GOVERNORS OF ALGONQUIN COLLEGE WHICH WAS HELD ON MONDAY, MARCH 9, 2009, AT 5:00 P.M. IN THE ROSSER BOARD ROOM, C539, WOODROFFE CAMPUS

Present	James Robblee, Chair William Johnson, Vice Chair Stephen Abraham Amelita Armit Fred Blackstein Michael Dunlop (via teleconference) Veronica Engelberts Robert Gillett, President Sterling Hartley Carman Joynt J.P. Lamarche Lana March Doug Orendorff John Owens (via teleconference) Valerie Sayah Michael Tremblay	Regrets	Abayomi Anifowoshe
		Vice Presidents	Gerry Barker, Human Resources Robert Letourneau, Administration Kent MacDonald, Academic Joy McKinnon, Business Development Deborah Rowan-Legg, Student Services
			Anna Cobus, Recording Secretary
Guests	Claude Brulé, Faculty of Technology and Trades Marguerite Donohue, Executive Dean, Academic Development Emma Marshall, Algonquin Times Russ Mills, Executive Dean, Faculty of Media and Design Doug Ouderkirk, Executive Director, Academic Operations and Planning Kim Tysick, Executive Dean, Faculty of Health, Public Safety & Community Studies Doug Wotherspoon, Executive Director, Advancement		

The Chair called meeting to order at 5:05 p.m. and welcomed all in attendance.

09-16 CONFLICT OF INTEREST DECLARATION

None.

09-17 APPROVAL OF PREVIOUS MINUTES

RESOLUTION

MOVED AND SECONDED – Tremblay and Orendorff

that the minutes of February 9, 2009, be approved as presented.

09-18 BUSINESS ARISING

None.

09-19 REPORT OF THE CHAIR

The Chair reported that Governors Lamarche, Orendorff, Johnson, Sayah and Owens attended the Colleges Ontario Conference in February. Governors were invited to comment on their experience and it was expressed by each Governor that it was an excellent event and those Governors who have not yet had the opportunity to attend were encouraged to do so. The conference presentations and photos from the Premier's Awards are available at www.collegesontario.com.

The May 11th meeting of the Board will be hosted by Base Commander LCol William (Bill) Moore at Canadian Forces Base Petawawa, following a bus tour of the new campus site in Pembroke. A bus has been reserved for Governors and will leave the Woodroffe Campus at approximately 2:30 p.m. The agenda is yet to be finalized and will be provided to Governors in advance of the meeting.

The Association of Canadian Community College's Annual Conference will be held from May 31st to June 2nd, 2009. Details will be provided to Governors in the coming weeks. Those Governors interested in attending were asked to notify A. Cobus in the Board Office.

The election of the Student and Academic Representatives to the Board will take place on April 7th and 8th with the winning candidates to be announced at the close of the elections.

Several convocation ceremonies will be held in May and June. Governors will be sent formal invitations and were asked to notify the Board Office if they are interested in attending one or any of the following ceremonies:

Pembroke: May 30, 2009, Pembroke Memorial Centre, Pembroke, Ontario

Perth: June 4, 2009, St John Catholic High School, Perth, Ontario

Ottawa: June 18 & 19, 2009, Scotiabank Place, Ottawa, Ontario

June 18, 2009

10:00 a.m. School of Health and Community Studies

3:00 p.m. School of Hospitality and Tourism/Police and Public Safety Institute

7:30 p.m. School of Business

June 19, 2009

10:00 a.m. School of Advanced Technology/School of Transportation and Building Trades/School of Part-Time Studies

3:00 p.m. Faculty of Arts, Media and Design

09-20 REPORT OF THE PRESIDENT

The President reported the following:

- Notification has been received from the Ministry that there have been funding reductions related to 2007/08, 2008/09 and 2009/10. The growth envelope funding base rate has decreased substantially and budgets are being adjusted accordingly. The GTA has been an area of significant growth which has resulted in funding level changes across the system. A meeting is scheduled with Finance Representatives at the Ministry in an effort to gain a better understanding.
- New five year projections will be provided to the Board of Governors once they are developed.
- The College continues to work towards moving into evening, weekend, summer and virtual programming. Options for interim space relief through capital leases are being investigated.
- Budget preparations for 2009/2010 are ongoing and have shifted given the recent funding announcements. All investments will be targeted to the 2009/2010 Business Plan.
- Funding related to the outcome of Bill 90 will not be included in the budget as the amount is anticipated to be significant and all of the Ontario Colleges do not have the fiscal capacity to respond to the outcome without government assistance.
- The Provincial Budget announcement is expected on March 26th, after which time the College will have some indication of funding for 2009/2010. It is expected that the Reaching Higher funding will continue into 2009/2010 only.
- Capital plans, including the Environmental Centre for Construction Trades and Building Sciences, are proceeding. The College has also been contracted by the City of Ottawa to manage the \$25M project work related to the transit way and the construction of the pedestrian bridge.
- Discussions are underway at the government level related to the Pembroke and Perth Campuses, Student Commons, Health Communities Initiatives and AFP, in an effort to obtain some funding under the stimulus package. Upgrades to the existing campus may be quite limited in 2009/2010 until there are funding improvements.
- The College is still operating on the premise that it will not declare a deficit, as mandated by the Board of Governors. A balanced budget, including an outline of what it will take to achieve the balance, will be presented to the Board of Governors for approval on April 13th.

Questions:

- *Given that the funding decline is an accumulation of previous years, how does the province respond to deficit budgets? Are campus closures expected?* The President indicated that 16 to 18 Colleges are, at present, projecting a deficit and that the Ministry will require that plans be prepared to identify how the deficits will be addressed. No indication has been given by the Ministry about how they plan to deal with the significant funding shortfalls.

09-21 DECISION ITEMS AND REPORTS**REPORT OF THE AUDIT COMMITTEE**

C. Joynt, Chair of the Audit Committee, reported that a meeting had been held at 3:00 p.m. and summarized the meeting as follows.

The Committee met with the Auditors to discuss the interim and year end audits. There was nothing of note to report related to the interim audit. An overview of recent changes by the Accounting Standards Board was also provided.

Representatives from the Doherty and Associates provided an update on the Endowment Fund. The fund is down 24.32% year to date, with the benchmark at 23.54%. The asset allocation was discussed and will be reviewed on a regular basis at upcoming meetings.

With regard to the Internal Audit, several recommendations were made and accepted as presented. Management has been asked to scope an internal audit related to information technology controls and the greatest risks associated with those areas that are not outside of the realm of control.

MOVED AND SECONDED – Joynt and Hartley

That the report be accepted as presented.

CARRIED

09-22 MANAGEMENT SUMMARY REPORT

The complete Management Summary Report is available on the Board website at www.algonquincollege.com/board.

Questions/Comments:

- *Governor Dunlop congratulated both the Algonquin Times and the Pembroke Campus on their recent recognitions.*
- *Governor Johnson inquired as to whether there is any concern related to the 350 net registered students below the projection. D. Rowan-Legg replied that the official count date for the winter term is March 1st at which time the numbers were down by 287 net registered students. An analysis is being undertaken to determine why those students who were eligible to return did not do so. Personal calls are being made to those students. The President added that there is also uncertainty as to the full impact of the OC Transpo Strike, although he commended both staff and students for working together throughout the strike. The Chair also commended the College, on behalf of the Board, for the superb efforts taken during the strike to minimize the impacts to students.*

09-23 OTHER BUSINESS

RULES OF ORDER FOR PARLIAMENTARY PROCEDURE

Governor Lamarche spoke to his request to add to the agenda an item related to *Rules of Order for Parliamentary Procedure*. He indicated that, at the last meeting, he felt as though he were cut off by the Chair from entering into a debate with the President, and requested that a formal procedure be in place by way of adoption of a standard rules of order to be followed at Board of Governors meetings. He also observed that there is no clear procedure as to how the Board operates in terms of adding agenda

items, putting forth motions, etc., and moved that the College Board adopt a formal, recognized parliamentary procedure to guide its meetings.

After a discussion and opinions being offered, Governor Lamarche retracted his motion and it was agreed that the matter would be referred to the Governance Committee for review and recommendation.

MOVED AND SECONDED – March and Orendorff

that the matter be referred to the Governance Committee to formalize a recommendation for the Board's Approval.

CARRIED

There being no further regular business, the External Members of the Board of Governors moved into an informal discussion at 5:54 p.m.

Dr. James Robblee, Chair

Anna Cobus, Recording Secretary