

APPROVED

MINUTES OF MEETING NUMBER FOUR HUNDRED AND FIFTY NINE OF THE BOARD OF GOVERNORS OF ALGONQUIN COLLEGE WHICH WAS HELD ON MONDAY, DECEMBER 13, 2010, AT 5:00 P.M. IN THE ROSSER BOARD ROOM, C539, WOODROFFE CAMPUS

Present	Michael Dunlop, Chair Doug Orendorff, Vice Chair Stephen Abraham Denise Amyot Pauline Edmonds (teleconference) Veronica Engelberts Barbara Farber Robert Gillett, President Sterling Hartley Doreen Hume William Johnson Yusuf Khan Louis Lamontagne James McIntosh	Regrets	Joy McKinnon, Vice President, Business Development John Owens Debbie Robinson Valerie Sayah
		Vice Presidents	Gerry Barker, Human Resources Kent MacDonald, Academic Duane McNair, Administration (Acting) Deborah Rowan-Legg, Student Services Anna Cobus, Recording Secretary
		Resource Personnel	
Observers	Jo-Ann Aubut, Chair, Academic Development Claude Brulé, Dean, Faculty of Technology and Trades Vertha Coligan, Chair, Architecture/Civil/GIS Linda Cooke, Dean, Algonquin College Heritage Institute Dave Donaldson, Dean, School of Business Marguerite Donohue, Dean, Academic Development Steve Georgopoulos, Acting Dean, School of Hospitality and Tourism Chris Hahn, Chair, School of Transportation and Building Trades Russ Mills, Dean, Faculty of Media and Design Kathryn Moore, Registrar Mischek Mwaba, Chair, Electronics/Electromechanical Doug Ouderkirk, Executive Director, Academic Operations and Planning Brenda Rothwell, Executive Director, Algonquin College Foundation Lisa Taylor, Chair, Office, Legal & Financial Studies Jack Wilson, Faculty, Police and Public Safety Institute Doug Wotherspoon, Executive Director, Advancement		

The Chair called the meeting to order at 5:04 p.m.

10-75 CONFLICT OF INTEREST DECLARATION

None.

10-76 APPROVAL OF PREVIOUS MINUTES

Governor Edmonds expressed concern with the last two paragraphs of the minutes on page 12. It was agreed that the discussion that occurred regarding the Management Summary would be discussed as a business arising item.

RESOLUTION

MOVED AND SECONDED – Orendorff and Engelberts

That the minutes of November 8, 2010, be approved as amended.

10-77 BUSINESS ARISING

MANAGEMENT SUMMARY REPORT

The Chair recognized that at the November 8th meeting of the Board, several questions were raised which were not considered to be Board meeting types of questions and noted that there appeared to be a consensus that questions regarding the monthly Management Summary report could be forwarded to the Board Secretary who would then post all questions and answers on the Board's SharePoint website.

Furthermore, the Chair reported that he had received correspondence from Governor Robinson who suggested that perhaps the Board should implement Roberts Rules of Order to allow for appropriate debate amongst Governors. He questioned whether Governors would prefer if the Management Summary Report be removed from the agenda as discussed in November or if Roberts Rules of Order be implemented at future Board meetings, which would allow for Governors to be entitled to ask two questions with a maximum of ten minutes allotted for discussion on any subject.

There was consensus that Roberts Rules of Order as outlined above would be helpful to enforce at future meetings of the Board; however, with the recognition that matters of importance may

require increased levels of discussion. Questions which could be addressed offline can be sent to the Board Secretary for appropriate follow up.

10-78 REPORT OF THE CHAIR

The Chair reported the following:

- The Board's mini-retreat will be held on Monday, January 10th in the Restaurant International from 12:00-7:00 p.m.
- The President's Christmas Coffee Break will be held at 10:30 a.m. in the Observatory on December 17th; all are welcome to attend.
- Governors Johnson, Amyot, Khan, Lamontagne, McIntosh and Orendorff attended the College Ontario Conference (Higher Education Summit) in November and several of the new Governors attended the Governor Orientation session which was held in advance of the Conference.
 - Governor Amyot commented on the benefits of attending the orientation session as it allowed her to better-understand the bigger picture of the College system.
 - Governor Khan noted that his experience allowed him to better understand the framework of the College system as well as the similar issues faced by all Colleges.
 - Governor McIntosh expressed his appreciation for the Orientation provided by the College upon commencing his term as a Governor as it provided a benefit not received by Governors from other Colleges as the Colleges Ontario orientation reinforced some of what was already shared.
- The College hosted its third annual Corporate and Community Social Responsibility Conference on November 16th which was very well attended and featured former Mexican President Vicente Fox as the keynote speaker. Governors Amyot and Lamontagne attended the event.
- The College recently held its United Way Campaign touchdown event where it was announced that the College raised \$130,000, exceeding the target of \$115,000.
- The College will be closed for the Christmas season as of 12:00 noon on Friday, December 24th and will reopen on Monday, January 3rd.
- As a part of his commitment to share information and correspondence items received in the Board Office, the Chair reported the following:
 - An additional petition has been received regarding the naming of the Algonquin Centre for Construction Excellence which has been referred to the Foundation for consideration. The naming proposal for the building will come forward to the Board of Governors for approval as per the Board-approved policy.
 - A follow-up letter was received from the gentleman who has been corresponding with the Board regarding the Academic Assistance for Adults with Disabilities cluster of courses. The letter expressed thanks for the action taken

by the Board for its recent letter sent to the Ministry indicating its support for additional funding for the courses. To date, a response has not been received from the Ministry.

10-79 REPORT OF THE PRESIDENT

The President reported the following:

- The College's new Mobile Access Centre will open during the week of January 3, 2011. There will be a formal opening to which all Governors will be invited to attend. To date, reaction to the new Centre has been positive and it is the first of its kind in Canada, to the best of the College's knowledge. It demonstrates a different approach to the idea of mobility within the College.
- Work is ongoing related to the development of the 2011/2012 budget. Given that the province's directions will not be known until March, the College is working under a number of assumptions. Colleges Ontario is continuing its funding advocacy with the Government.
- The College's 2020 Vision is an area of focus as well as a review of the current strategic plan. Further discussion will occur at the January 10th Board Retreat.
- A major concern in the College system at this time is the Act being proposed to increase the fee for copyright access to materials from \$3 to \$35 per student. Colleges Ontario and the Association of Canadian Community Colleges are consulting with legal counsel on the matter.
- Meetings were recently held with federal MPs to outline the case for increased funding for post secondary education. The current \$3B investment in post-secondary education is due for renewal in 2014 and it is felt that it should not only be maintained, but increased.
- Polytechnics Canada recently held a showcase at the College at which The Honourable Gary Goodyear, Minister of Science and Technology, was in attendance. The President commended the Minister for speaking with all students regarding the commercialization of research.
- Governors recently received copies of the Auditor General's report criticizing the government for underfunding of Colleges, particularly in the area of unfunded maintenance. It is hoped that the recommendations of the report will be reflected in the provincial budget.
- All capital projects currently underway are on time and budget. Decisions with respect to the designs of the Pembroke Campus and Students Commons will be made in January.
- Meetings were recently held with the CRTC on expanding the criteria for funding resulting from amalgamation in the broadcasting industry, as it is felt that the College could play a role should funds be made available.
- The College's Ontario College Marketing Competition team recently won bronze at the overall event, with several individual groups winning gold medals.

- Students from the College also recently won top prizes at the Cisco Networking Competition and the Polytechnics Showcase.

10-80 DECISION ITEMS AND REPORTS

Kent MacDonald, Vice President, Academic, spoke to the five programs before the Board for consideration and indicated that each of the programs were identified as “to be enhanced” in the June, 2010, report of the Strategic Programs and Services Planning Project. All of the programs reflect the academic vision of learning at the College and have been through a comprehensive labour analysis review.

ADAPTIVE REUSE OF BUILDINGS

Linda Cooke, Dean, Algonquin College Heritage Institute introduced the proposal to offer a graduate certificate program titled Adaptive Reuse of Buildings. An adaptive reuse project starts from the premise that the most sustainable building is one that is already built. Increasingly, designers, technologists, builders and trades persons are choosing to retrofit existing structures, converting them to new uses and bringing them up to today’s standards for energy efficiency and sustainable design. The graduate certificate program will allow those already working in the field as designers or builders to develop expertise in this new approach to building retrofits, and graduates will fill a growing need in the construction industry. Graduates can assess buildings for suitability for adaptive reuse, plan and schedule projects, and design or perform a number of building renovations. Graduates may find work as contractors, project managers, or designers on adaptive reuse projects.

Questions/Comments:

- *Governor Johnson: The revenue indicated in the second-year cash flow doesn’t correspond with the tuition fees.* It was recognized that there is a discrepancy in the cash flow that will be corrected prior to submission to the MTCU.
- *Governor Edmonds: Is it anticipated that students may be admitted to the second or third semesters based on advanced standing?* Yes. Students eligible for advanced standing will be considered for admission.
- *Of the five programs being presented, this program has the largest capital and renovation investment. Is it budgeted for?* Yes, through the annual budget exercise, capital funding will be reserved for the investment.

RESOLUTION

MOVED AND SECONDED – Abraham and Farber

That the Board of Governors approve the Adaptive Reuse of Buildings Ontario College Graduate Certificate program effective Fall, 2011, and seek validation of the program title and outcomes from the Credentials Validation Service and approval for funding from the Ministry of Training, Colleges and Universities.

CARRIED

BACHELOR OF BUILDING SCIENCE

Vertha Coligan, Chair, Architecture/Civil/GIS, presented the proposal for the College to offer a Bachelor of Building Science Degree Program. The Bachelor of Building Science program prepares graduates for opportunities in the construction industry and related fields that support on-going research and development related to building materials and building systems. Interactive and dynamic courses, along with two co-op work terms, encourage the development of personal and interpersonal skills in parallel with the sound engineering principles that lead to the analytical problem-solving skills that position graduates for success in their future employment. In addition, sustainable building practices and values are threaded throughout a curriculum that also provides students with the opportunity to prepare for LEED accreditation. Graduates' knowledge of buildings, their materials, and systems, may open up opportunities for employment in engineering firms, contracting companies and government agencies and departments as researchers, junior analysts, project officers, building specialists, technical staff, construction project team leaders, and consultants.

Questions/Comments:

- *Governor Johnson: This program has an excellent cash flow.*
- *Governor Owens: The industry is anticipating this program as it fills a niche in the market.*

RESOLUTION

MOVED AND SECONDED – Johnson and Owens

That the Board of Governors approve the Bachelor of Building Science program effective Fall, 2012, and submit an application for Ministerial Consent to the Postsecondary Education Quality Assessment Board and seek approval for funding from the Ministry of Training, Colleges and Universities.

CARRIED

COURT SUPPORT SERVICES

Lisa Taylor, Chair, Financial, Office & Legal Studies, presented the proposal to offer a one-year Ontario College Certificate program entitled Court Support Services. Graduates may work in various court support staff capacities for Ontario Courts, as well as in providing recording and transcription services for a variety of organizations. The Ministry of the Attorney General

requires individuals to fill a variety of positions within the Ontario Courts including court monitors, court registrars and court clerks. Historically, these individuals came to these positions with no prior knowledge of the courts and their operation and were trained in-house by court personnel. Durham College, in conjunction with the Ministry of the Attorney General, created a training program for support staff which was implemented in 2006. In the spring of 2008, representatives from all colleges in the Province were invited to an information meeting to discuss the program and to invite other colleges to develop a similar offering at their institution. Representatives of the Ministry of the Attorney General were present and indicated both the need for formalized training for these positions and the willingness of the Ministry to offer assistance in providing the substantive manuals and computer programs as well as facilitating on the job experience for students. Existing facilities will be used to deliver the program on-campus, along with off-site activities at local court houses.

Questions/Comments:

- *Governor Edmonds: Is there a requirement that students must complete a police records check prior to admission into the program given the work placement component? The placement is rather a job shadowing/observation experience and thus students are not working as employees of the court. Students will of course be required to complete a police records check prior to employment.*
- *Governor Dunlop: It may be prudent to highlight this requirement to applicants. Agreed.*

RESOLUTION

MOVED AND SECONDED – Johnson and Farber

That the Board of Governors approve the Court Support Services Ontario College Certificate program effective Fall, 2011, and seek validation of the program title and outcomes from the Credentials Validation Service and approval for funding from the Ministry of Training, Colleges and Universities.

CARRIED

POWERLINE TECHNICIAN

Mischek Mwaba, Chair, Electronics/Electromechanical, presented the proposal to offer the Powerline Technician Ontario College Diploma program to be delivered in collaboration with Hydro Ottawa which will prepare students for entry into the electrical power transmission and distribution industry. It is offered over two years and students will have the option to complete two co-op terms. Students will develop essential skills and knowledge, beginning with electrical

fundamentals and leading to the design, planning, construction and maintenance of distribution lines. Graduates of this program may find employment with electric power generation, transmission and distribution companies, electrical contractors and public utility commissions. Moreover, their strong foundation in technological principles helps graduates remain current with the changes in technology and grow into supervisory positions.

Questions/Comments:

- *Governor Hartley: Who will carry the insurance for students in this program? There is a draft MOU in place which includes a clause stating that the College will provide a certified copy of its liability insurance for students in this program.*
- *Governor Johnson: Both this program and the Court Support Services Program have an English requirement, does the College not have a duty to serve the bilingual community? The College is prohibited by law from offering French Language instruction as that responsibility was transferred to La Cite Collegiale in 1989.*
- *Governor Hartley: It has been noted that by 2013, 52% of the Ottawa Community will speak Mandarin or Cantonese which is something that the College should take into consideration.*
- *Governor Amyot: When other institutions request that the College offer a certain program, does the College in turn request that they provide funding or in-kind donations to assist with the financial viability of the program? In this case, Hydro Ottawa is providing the use of their experts and their facilities and have also in the past made significant donations to the College, including student bursaries.*
- *Governor Edmonds: Has Hydro Ottawa committed to providing co-op placements? Yes.*

RESOLUTION

MOVED AND SECONDED – Orendorff and McIntosh

That the Board of Governors approve the Powerline Technician Ontario College Diploma program effective Fall 2011 and seek validation of the program title and outcomes from the Credentials Validation Service and approval for funding from the Ministry of Training, Colleges and Universities.

CARRIED

WELDING AND FABRICATION TECHNIQUES

Chris Hahn, Chair of the School of Transportation and Building Trades, presented the proposal to offer an Ontario College Certificate Program in Welding and Fabrication Techniques. Using state-of-the-art equipment and hands-on training, students learn key welding concepts including blue-print reading, metallurgy, rigging and joint preparation. While demonstrating safe handling of all materials and equipment, students develop skills in Oxy-acetylene Welding, Shielded

Metal Arc Welding, Gas Metal Arc Welding, Flux-Core Arc Welding, Gas Tungsten Arc Welding, Carbon Arc Gouging (CAG) for general fabrication and the relatively new Plasma Arc Gouging. Graduates may find work in a broad variety of industrial and commercial sectors from a local perspective such as machine shops and building construction to global perspective, such as automobile manufacturing or shipbuilding. Welders are routinely required to work closely with a wide variety of other trades people. Graduates will be able to pursue an exciting career that may overlap with many of these trades. For example, they can pursue an apprenticeship in the field of welding (Welder is a red seal trade) and/or choose to test for their Canadian Welding Bureau (CWB) certification which can serve as an aid in their own labour mobility.

Questions/Comments:

- *Governor Edmonds: What is the advantage of offering a three-semester certificate program versus a four-semester welder fitter program? One advantage is that it allows for maximum use of the learning facilities and it allows those working part-time to also learn the welding craft at the same time.*
- *Governor Edmonds: Did the College consider an NSDP (non-semestered diploma program) format? This format allowed the program to address capacity issues while not taxing the existing facilities.*
- *Governor McIntosh: Are there marketing initiatives in place to attract new students to these programs? Yes. Once the programs receive Board Approval the Advancement Division proceeds to market the programs with a disclaimer indicating that they are awaiting MTCU approval.*

RESOLUTION

MOVED AND SECONDED – Abraham and Amyot

That the Board of Governors approve the Welding and Fabrication Techniques Ontario College Certificate program effective Fall 2011 and seek validation of the program title and outcomes from the Credentials Validation Service and approval for funding from the Ministry of Training, Colleges and Universities.

CARRIED

2011/2012 TUITION FEES

K. Moore, Registrar presented the proposed 2011/2012 Fees Schedule for approval. The proposed fees schedules for the 2011-2012 academic year were developed for Board of Governors' approval in accordance with Ministry's Tuition and Ancillary Fees Binding Policy Directives.

The maximum allowable tuition fee increase for full-time Post-Secondary and graduate certificate programs with regulated tuition fees has been applied. The maximum allowable fee increase in regular fee programs is the greater of \$100 or 4.5% in the first year and 4% for continuing years. The part-time hourly rate per student contact hour has increased by the maximum allowable 4.5% to \$5.64. The full-time Tuition Short weekly rate has increased by the maximum allowable 4.5% to \$66.19. Enrolment in High Demand programs does not exceed the maximum allowable 15% of total post-secondary enrolment. Percentage increases for High Demand programs, Graduate Certificate programs with high demand tuition fees, and Applied Degree programs are listed within the fees schedules and are within the maximum allowable. The maximum allowable fee increase in these programs is 8% in the first year and 4% for continuing years. The Prior Learning Assessment and Recognition Fee has increased by the maximum allowable 4.5% to \$129.34. The Students' Association Board has requested that the Student Activity and Sports Fee be increased to \$190.50 per term. The International Premium has remained unchanged at \$4,400.00 per academic term for full-time Post-Secondary Programs with Regular and High Demand Tuition. The International Premium has remained unchanged at \$3,600.00 for full-time Graduate Certificate and Bachelor Degree of Applied Studies Programs. The overall maximum average annual fee increase is compliant with Ministry regulations.

The Students' Association is awaiting confirmation of the Health Plan Fee from SSQ Financial Group.

QUESTIONS/COMMENTS:

- *Governor Engelberts: What is the percentage increase for the student activity and sports fee and was there an increase in the previous year?* This is a fee requested and approved by the Students' Association Board of Directors. It is a non-academic fee and is for the Students' Association's own activities and purposes, and is supported by the student body.
- *Governor Orendorff: Some Colleges are marketing themselves as a lower price comparator to other College. Is there some point at which our continuous strategy of maximizing tuition fees will be detrimental?* The Ontario College system remains the lowest funded in the system and therefore maximizing student fees is essential to financing our operations; grant revenue increases to offset tuition fee increases has not been a priority of the government to date.
- *Governor Johnson: Is there a standard fee for co-op experiences?* Yes. Other experiences such as work terms, work experiences, job shadowing, etc. are not necessarily considered co-op experiences.

- *Governor Edmonds: The Board has heard about the need and desire to increase the College's international activity. Therefore, why have the international fees not increased?*
The international tuition fees have not increased as it is felt that they must remain at the current level for the College to continue to be competitive with others in the province and ensure it continues to have a competitive advantage.

RESOLUTION

MOVED AND SECONDED – Orendorff and Engelberts

That the Board of Governors approve the proposed fees schedules for the 2011-2012 academic year including the Health Plan fee once advised by SSQ Financial Group.

CARRIED

2011 BOARD APPOINTMENTS AND REAPPOINTMENTS

Governor Hartley, Chair of the Governance Committee, reported that the Committee met on December 6th to review the recommendations for Governor appointments beginning in September, 2011, as well as to review a number of by-law changes as well as the Governance Committee membership.

The appointment recommendations presented were in accordance with amendments made to the Regulation 34/03. The new process was introduced in mid-October which required the College to act promptly in order to meet the Ministry's submission deadline of December 15th. The Governance Committee discussed the possible term lengths for each of the candidates and it was agreed that all new and reappointed candidates will be recommended for a two year term in order to balance the exodus of Board Members in the coming years. Once the Lieutenant Governor in Council indicates which of the candidates it has chosen as the Government-appointments (three candidates), the Board of Governors will receive a recommendation to formally appoint the remaining three candidates as its own appointees, effective September, 2011.

QUESTIONS/COMMENTS:

- *Governor Owens: How close is the Board to achieving gender balance given that this is a past concern?* It has been achieved.

- *Governor Johnson: Will biographies be received from these individuals?* Governor Hartley provided a brief overview of each individual's biography as follows:
 - Mark Sutcliffe is an Ottawa writer, broadcaster, entrepreneur and community leader. He writes several columns a week in the Ottawa Citizen and also hosts a weekday radio show on CFRA, a Sunday morning national political television show on CPAC, and Talk Ottawa, a community issues program which airs three times a week on Rogers TV.
 - Kathryn Leroux is the Regional Director of Marketing for the Lone Star Group of Companies. She is responsible for planning, directing, implementing and evaluating the marketing, advertising & promotional strategies, plans and supporting tactical initiatives for the Lone Star Group including, Lone Star Texas Grill (12 units); Lone Star Catering, Lone Star Ranch and Big Daddy's Bourbon Street Bistro & Oyster Bar(4 units).
 - Lynne Clarke is the Director of Marketing and Strategic Initiatives at the Ottawa Citizen's Marketing Department. Lynne's current responsibilities include designing, implementing, and facilitating innovative multi-platform marketing plans, and facilitating brand marketing strategy, including external advertising and communications.

Given that three Governors were in conflict of interest, the motions were dealt with separately as follows.

RESOLUTION

Moved & Seconded – Farber and Khan

That the Board of Governors approve the recommendation to submit to the Lieutenant Governor in Council, the names of the following individuals for consideration of an appointment to the Algonquin College Board of Governors effective September, 2011: Mark Sutcliffe, Lynne Clark, Kathryn Leroux.

CARRIED
1 ABSTENTION – EDMONDS

RESOLUTION

MOVED & SECONDED – Hartley & Hume

That the Board of Governors approve the recommendation to submit to the Lieutenant Governor in Council, the name of Michael Dunlop for consideration of an appointment to the Algonquin College Board of Governors effective September 1, 2011.

CARRIED
2 ABSTENTIONS – EDMONDS & DUNLOP

RESOLUTION

MOVED & SECONDED – Amyot & Abraham

That the Board of Governors approve the recommendation to submit to the Lieutenant Governor in Council, the name of Doug Orendorff for consideration of an appointment to the Algonquin College Board of Governors effective September 1, 2011.

CARRIED
2 ABSTENTIONS – EDMONDS & ORENDORFF

RESOLUTION

MOVED & SECONDED – Orendorff and Engelberts

That the Board of Governors approve the recommendation to submit to the Lieutenant Governor in Council, the name of John Owens for consideration of an appointment to the Algonquin College Board of Governors effective September 1, 2011.

CARRIED
2 ABSTENTIONS – EDMONDS & OWENS

GOVERNANCE COMMITTEE MEMBERSHIP

The Governance Committee discussed its own membership and it was recognized that one additional external governor must be appointed in order to adhere to the composition of the committee as outlined in by-law #1. As a result, Governor McIntosh agreed to allow his name to stand for appointment to the Governance Committee for a two-year term, effective immediately. Governor McIntosh will replace former Governor Lana March on the Committee

as it was felt that a rural representative is a positive addition to this Committee, although not required by the conditions of by-law #1.

RESOLUTION

MOVED AND SECONDED - Farber & Hume

That Governor McIntosh be appointed to the Governance Committee for a two year term effective December 13, 2010.

CARRIED

1 ABSTENTION – MCINTOSH

BY-LAW CHANGES

The Governance Committee also reviewed changes to by-law #1 which were required as a result of the amended regulation 34/03. The by-law was circulated for review prior to the meeting. Of particular note is the reduction in the required number of governors to achieve quorum, and the procedure to be followed in the event there is a vacancy or the removal of a governor. The College's legal counsel has reviewed and supports the changes.

WHEREAS the Ontario Legislature has passed new Regulations under the *Ontario Colleges of Applied Arts and Technology Act* pertaining, amongst other things, to the appointment of external members to the College's Board of Governors;

AND WHEREAS, these new regulations came into force on October 1, 2010;

AND WHEREAS, pursuant to these regulations, four (4) of the College's external governors are now to be appointed by the Lieutenant Governor in Council and the other eight (8) external governors are to be appointed by the Board;

AND WHEREAS, the Board has adopted an amended version of its By-Law No. 1 to reflect the changes required under the new Regulations;

AND WHEREAS, the Regulations provide a phased process for the appointment of external governors on and after October 1, 2010 to comply with the new regulations;

RESOLUTION

MOVED AND SECONDED – Johnson & Orendorff

CARRIED

For the purposes of the first appointments to be made to the board of governors of the college on and after October 1, 2010, the following rules apply until such time as all members of the board have been appointed in accordance with the regulations and the Board's By-Law No. 1:

1. As the terms of appointment of members appointed before October 1, 2010 expire, the first appointment to replace a member shall be made by the Lieutenant Governor in Council and the second appointment to replace a member shall be made by existing board members in accordance with By-Law No.1.
2. Successive appointments shall be made alternatively by the Lieutenant Governor in Council and then by the existing board members until the requisite number of members (i.e. four) have been appointed by the Lieutenant Governor in Council.
3. The remaining appointments to replace members appointed before October 1, 2010 shall be made by existing board members in accordance with By-Law No. 1 until the requisite number of members (i.e. eight) have been appointed by the board.

By-Law #3, which relates to Internal Governor Elections, was also discussed as a result of a recommendation which was submitted by the Board of Governors Electoral Committee suggesting that the amount of funding provided to internal governor candidates for advertising and promotion be increased as this was recently done for the Students' Association elections. The Committee agreed that since the amount of \$40 had not increased for a number of years, it would be appropriate to increase the funding support to \$100.

This by-law change will come before the Board at the regular AGM which will be held in June, 2011. The change to by-law #1 was presented for approval at the current time as it is a mandated change in legislation which does not require it to be presented at the AGM as is regular practice.

10-81 OTHER BUSINESS

The Chair observed that on the table for Governors was a meeting survey form which will be used to collect feedback at every meeting of the Board with respect to the effectiveness of the meeting. Governors were encouraged to complete the survey and return it to the Board Secretary.

The meeting adjourned at 6:53 p.m.

Michael Dunlop, Chair

Anna Cobus, Recording Secretary