

**APPROVED**

MINUTES OF MEETING NUMBER FOUR HUNDRED AND SEVENTY SEVEN OF THE BOARD OF GOVERNORS OF ALGONQUIN COLLEGE WHICH WAS HELD ON MONDAY DECEMBER 10, 2012, AT 4:00 P.M. IN THE ROSSER BOARDROOM, WOODROFFE CAMPUS

|         |                                  |             |   |
|---------|----------------------------------|-------------|---|
| Present | James McIntosh, Chair            | Regrets     | John Owens                                |
|         | Denise Amyot                     |             | Shawn McBride                             |
|         | Fred Blackstein                  |             |   |
|         | Nancy Cheng (via teleconference) |             |   |
|         | Lynne Clark                      | Vice        | Gerry Barker, Human Resources             |
|         | Michael Dunlop                   | Presidents: | Claude Brulé, Academic                    |
|         | Barbara Farber                   |             | Duane McNair, Finance &<br>Administration |
|         | Kathryn Leroux                   |             | Laura Stanbra, Student Services           |
|         | Kyrylo Kasyanenko                | Recording   |   |
|         | Kent MacDonald, President        | Secretary   | Miranda Wilson                            |
|         | Andrew Pridham                   |             |   |
|         | Mark Sutcliffe                   |             |   |
|         | Jeanine Chiasson                 |             |   |
|         | Louis Lamontagne                 |             |   |
|         | Doug Orendorff                   |             |   |

Observers

- Chris Janzen, Acting Dean, Faculty of Technology and Trades
- Ernest Mulvey, Director, International Education Centre
- Silvia Garcia, Acting Chair, Language Institute
- Barbara Foulds, Acting Dean, Faculty of Health, Public Safety & Community Studies
- Jo-Ann Aubut, Acting Dean, Academic Development
- John Tattersall, Director, Physical Resources
- Allison Burnett, Project Coordinator, Strategic Programs and Services Planning
- Shelley Styles, Director, Student Support Services
- Doug Ouderkirk, Executive Director, Academic Operations & Planning
- Doug Wotherspoon, Executive Director, Advancement
- Mike Sparling, Director, Information, Institutional Research & Technology Services
- Jennifer Daly-Cyr, Acting Director, Strategic Programs and Services Planning
- Dave Donaldson, Dean, School of Business
- Michel Savard, Dean, School of Hospitality and Tourism
- Mark Hoddenbagh, Director, Applied Research and Innovation
- Cathy Dempsey, Director, Finance and Administrative Services
- Sherryl Fraser, Professor, Police and Public Safety Institute

The Chair called the meeting to order at 4:00 p.m. and welcomed M. Wilson as Acting Recording Secretary. He announced that they expect to have a replacement for A. Cobus in February, 2013.

**12-52 CONFLICT OF INTEREST DECLARATION**

None.

**12-53 APPROVAL OF THE PREVIOUS MINUTES****RESOLUTION**

MOVED & SECONDED – Orendorff and Farber

That the minutes of November 12, 2012, be approved as amended.

**12-54 BUSINESS ARISING**

None.

**12-55 DECISION ITEMS & REPORTS****PROGRAM PROPOSAL: (GENERAL ARTS AND SCIENCE – ENGLISH FOR ACADEMIC PURPOSES, OCC**

Claude Brulé, Vice President, Academic, provided Governors with an update on tuition short programs. He reported that MTCU sent a memorandum to the Presidents of Colleges of Applied Arts and Technology informing them of the reassignment of tuition short programs to be delivered as either Ontario College Credential programs or as local board certificate programs. Ernest Mulvey, Director, International Education Centre (IEC), reported that for the past four months they have been working on finding an alternative approach to program delivery and have proposed that the Language Institute's English Second Language Intensive program be reassigned to General Arts and Sciences. The proposal is to offer a one-year Ontario College Certificate program entitled General Arts and Science – English for Academic Purposes (GAS-EAP). The GAS-EAP program will utilize the facilities currently allocated to the Language Institute. Graduates of the EAP program will meet the English language requirements for admission into Algonquin College programs of study.

Questions/Comments:

- *Governor Dunlop: Does moving the program affect what we will charge for tuition? Yes. It will decrease and all levels of the program will have the same tuition.*
- *Governor Kasyanenko: This program does not make it as flexible as ESL, is this accurate? In terms of intake options, this is not as flexible, however, the General Arts and Science and Language Institute are trying to maintain flexibility of programs. They are also still trying to determine the offering of winter intakes. This is the sister program of International because the same resources are being utilized and it is continuing to run eight week intakes.*
- *Governor Kasyanenko: Will this affect flexibility for students? Yes, fewer students initially will be in the Program of Study. Students did have funding as part of the Ontario Special Bursaries Program (OSBP), which no longer exists. This is due to the difference between receiving a student loan that you will have to pay back and a bursary that you do not have to pay back.*

- Ernest Mulvey acknowledged Silvia Garcia, Acting Chair, Language Institute and Jo-Ann Aubut, Acting Dean, Academic Development for ensuring the GAS-EAP program progressed to this stage.
- *Governor McIntosh: When will this program be available?* The program will be available for intake in approximately five months. We are hopeful the Ministry will be able to respond in an appropriate timeframe.
- *Governor Dunlop: If part of our funding comes from the Ministry and immigrants to Canada receive this funding but do not continue at Algonquin, what happens to the funding?* The funding will remain the same. The College would like to assume that Algonquin will be an option for students who wish to continue their education, but must consider that they may be interested in pursuing a University Degree at another institution and need to prepare for this option.
- *Governor Pridham: The number of online hours is a fair bit lower than other programs that were approved recently. Is there a reason for this?* We are using and adapting curriculum from the pre-existing program. Although there are fewer online hours, one of the goals of the program is to integrate landed immigrants into academic life and this will be best served by having students on campus.
- *Governor Orendorff – Is this likely to receive approval from the Ministry for a May, 2013 intake?* We are hopeful. The Ministry is aware that this proposal is coming forward and because it was their decision to eliminate the tuition short category we anticipate they will approve in an expeditious manner.

## RESOLUTION

MOVED & SECONDED – Amyot and Kasyanenko

That the Board of Governors approve the General Arts and Science – English for Academic Purposes Ontario College Certificate program effective Spring 2013 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**

## STRATEGIC PROGRAMS AND SERVICES PLANNING (SPSP) SERVICES REVIEW REPORT

Claude Brulé thanked the Board for their vision, involvement and support with the Strategic Programs and Services Planning (SPSP) process. He also acknowledged the work of Jennifer Daly-Cyr, Acting Director, SPSP and Katie Miller, Administrative Assistant, SPSP as well as the addition of all other staff efforts. Claude Brulé introduced Jennifer Daly-Cyr, the lead for the SPSP project, who would present the SPSP Report.

J. Daly-Cyr expressed her thanks to the College community who worked tirelessly over the past three years. She noted that this is probably the first of its kind in Canada and a number of Universities and Colleges outside of Algonquin have been inquiring.

J. Daly-Cyr provided members with an overview of the presentation. This included a recap of the SPSP Project Phase 1: 2009/10 – initial recommendations; Phase 2: 2010/11 –

implementation of initial recommendations; and Phase 3: 2011/12 to date – operationalizing continuous improvement. J. Daly-Cyr acknowledged the Steering Committee who were instrumental in reviewing 250 programs, which was a tremendous effort made by staff and partners. All of the information presented was submitted to the Steering Committee for final review. J. Daly-Cyr reminded Governors that she provided the Board with an update in the Fall 2012 on the 2009/10 recommendations. She was pleased to report that over 59% of the 2009/10 programs and service recommendations are complete and feedback indicates that the balance of recommendations is on track (39% in progress and 4% other). J. Daly-Cyr mentioned the specific recommendations that have been implemented that were identified in the PowerPoint presentation. In June, 2012 it was identified that more work required review. J. Daly-Cyr reported that the measures without data decreased from a 12% gap to an 8% gap since the June 11, 2012 Board meeting. J. Daly-Cyr reported that the responsibility for Phase 3 findings will proceed under the guidance of the College Leadership Council (CLC). The principles of continuous improvement will be further embedded in Algonquin's day to day operation and quality assurance processes for program and services, through an ongoing commitment to professional development.

#### Questions/Comments:

- Governor McIntosh thanked J. Daly-Cyr for the presentation and acknowledged that this process puts Algonquin ahead of all other institutions.
- Governor Cheng joined the meeting via teleconference and confirmed that there is no conflict of interest. She continued that she was not familiar with this project, but acknowledged how progressive we are when compared to other initiatives.
- Governor Farber agreed that it is a fantastic report and mentioned that it is a mammoth undertaking that has always been well presented.
- *Governor Cheng: We have identified several College recommendations, what would come out of these recommendations be provided on a yearly basis?* The President responded that we intend to identify annually one or two areas of focus. This will be included within the 2013-14 Business Plan as well as during the quarterly updates. Progress on how we are meeting these initiatives will also be provided. *Governor Cheng agreed that CLC should focus on priorities, but suggested the recommendations be presented for Board approval.* Governor McIntosh clarified that the Board is required to accept the report and that approval of the recommendations would take place during the 2013-14 Business Plan review.
- *Governor Orendorff: 280 recommendations were identified at the June, 2012 Board meeting and of these there were 30 enhanced, 100 improved and 6 phase out recommendations. Does the data included in your PowerPoint presentation indicate that 59% have been completed?* Yes, this is a similar breakdown, but slightly higher than the 360 recommendations stemming from College review in 2012. It was felt that some findings required clarification following the June, 2012 update which resulted in a reduction from the original 360 recommendations.
- *Governor Orendorff: Initially there were over 500 recommendations?* Yes, initially.
- *Governor Orendorff: Is there too much effort going into this project for the value we are getting out of it?* The President advised that we have improved our internal processes so that they progress much more efficiently. The intangible benefit of this is that in three short years it has become a part of Algonquin College culture. We now have areas that are

working together and to change this internal culture in such a short time is of real benefit. The President appreciated the acknowledgement that the project has consumed considerable time and the College will be pleased that the project is coming to an end and continuous improvement will be embedded into College processes.

- Governor Orendorff concurred that this project has been an awesome achievement.
- Governor Dunlop asked for the Board to be kept advised with respect to coordinating outreach activity so that Governors may provide support when reinforcing these opportunities. This request was approved and Governors thanked for their advocacy.

## **RESOLUTION**

MOVED & SECONDED – Orendorff and Farber

That the Board of Governors approve the SPSP final report as presented.

**CARRIED**

The President concluded that we are on the final edits and that Harvard University is wrapping up their case study of this work. He expects a lot more interest in SPSP going forward adding that Harvard is offering this case study through Graduate and Certificate programs.

## **ENERGY SERVICES COMPANY AGREEMENT UPDATE**

D. McNair, Vice President, Finance and Administrative Services confirmed Goal 11 (leverage strategic business partnerships to meet the capital needs of the College) of the 2012-17 Strategic Plan reflected this project. Further, he advised there was a tender process scheduled for Spring, 2012 to identify an ESCO with which to enter into an agreement. J. Tattersall, Director, Physical Resources was identified as the Resource Director. The Letter of Intent (LOI) issued August 3, 2012 called for the completion of the Detailed Feasibility Study (DFS), which was received on Friday, December 7<sup>th</sup> allowing for the technical and legal review.

J. Tattersall confirmed that ESCO1 has been meeting stated targets. An update on ESCO2 was also provided. He noted that because of provincial authority actions that are beyond the College's or Siemens' control, conducting the ESCO2 DFS in phases and, therefore, the project in phases, would be required. The financial, technical and legal considerations were provided. J. Tattersall provided the Governors with an overview of the upgrades that would be provided to the B building in order to improve ventilation. J. Tattersall further provided details on an electrical co-generation plant. Finally, J. Tattersall spoke to educating the College community on best behavioral practices for a sustainable community, and proposed Siemens investments in Applied Research and Innovation.

J. Tattersall informed Governors that Phase 1 ESCO2 project includes investing nearly \$14M at the Woodroffe Campus, achieving over \$950K in annual savings to repay the project in 20 years or less, as well as to manage risks by locking in at a rate of 4.65% for 20 years and to be complimentary and fully expandable with Phases 2 and 3. Phase 2 of the project is to complete the remainder of Woodroffe Campus and co-generation plant. Phase 3 includes the Feed-in-Tariff (FIT)/photo-voltaic rooftop array.

J. Tattersall advised that they are not seeking approval at this time until technical, financial and legal considerations are satisfactorily addressed. Once more wholesome information is available they will request approval at that time prior to proceeding.

Questions/Comments:

- *Governor Blackstein: With reference to utilizing waste heat and the 4 to 6 megawatts of power, would this make use of a low grade heat sink? Would there be financing to lock the rate?* The biggest concern is a heat sink so there is no real answer on this yet. D. McNair added that the percentage drop is not yet known since we are just now reviewing the submission, but the goal is to lock this in.
- *Governor Lamontagne: Who would operate the plant? This would be determined in the future phase once the feasibility study is completed. Would this fall under TSSA and would there be a transition phase?* Under TSSA regulations, the system would be operational on a 24/7 basis.
- *Governor Amyot: Would it be the first in the world?* No, this is not the first in world. The College already completed one during ESCO1 with construction completed in February, 2008 and this is standard. However, this partnership would be unique.
- *Governor Amyot: Will we look at this for the two other campuses as well?* Yes, in due course. Fundamentally, what made us look at this is deferred maintenance liability and this would be a way to decrease this liability by tackling the remaining liabilities another way.
- *Governor Kasyanenko: The Phase 1 request is for \$15M, is this for entire project or just Phase 1?* Phase 1 only. The total project is \$51.6M.
- *Governor Dunlop: Do you intend to come back for approval in contract later in December?* D. McNair responded that they would potentially ask the Board of Governors Executive Committee to meet in early January should approval be required in advance to the next scheduled Board meeting.
- *Governor Amyot: Why is there such a big difference between the bids?* The two proponents' bids were similar in the technical component. The difference is with respect to their appetite for risk and their degree of innovation.
- *The Chair requested clarification from D. McNair and J. Tattersall whether or not they wish to request an Executive meeting in January?* Yes. If the work is complete, an Executive Committee meeting will be scheduled at the request of Duane McNair, Vice President, Finance and Administration and John Tattersall, Director of Physical Resources who will be seeking approval to award a contract to Siemens for phase 1 once technical, financial and legal considerations are satisfactorily addressed. The Chair asked for Governors to submit their names to the Board Office should they wish to attend, but were reminded that they would not be permitted to vote.

## RESOLUTION

MOVED & SECONDED – Blackstein and Orendorff

That the Board of Governors approve the Energy Services Company Agreement report with the understanding that Board members have been extended an invitation to attend the January, 2013 Executive Committee meeting at which time they will be seeking approval to award a contract to Siemens for phase 1.

**CARRIED**

### ENTERPRISE RISK MANAGEMENT AND BUSINESS CONTINUITY (ERM) PLAN

D. McNair provided an overview of the Enterprise Risk Management direction that was included in the Corporate Risk Profile. Surveys, interview and workshops took place to identify the College's top risks. In terms of establishing a Risk Governance Program, the Risk Governance structure was presented as follows: Board of Governors; Audit and Risk Management Committee; President; President's Council; Vice President, Finance and Administration (Executive Sponsor) followed by the College Risk Management Committee. Details surrounding managing, reporting and monitoring risks were also provided.

D. McNair presented the Business Continuity Plan (BCP) Program that was partially prepared by Sherryl Fraser, Professor, Police and Public Institute (PPSI). D. McNair advised that Sherryl Fraser has worked with College community to develop the BCP program document. The next step includes developing a functional department BCP as well as testing the departmental plans. It was noted that all of the documentation was circulated to Governors in advance of today's meeting.

#### Questions/Comments:

- *Governor Cheng: With respect to the BCP and the Executive Summary identified on page 4 where the highest level operations are identified, the one item not identified is the privacy of students. Sherryl Fraser responded that the challenge is there will be repository of information and certain people will be required access to this information when adding to a data repository. Governor Cheng asked that a line or phrase be added to look at protection of data with respect to privacy. It was agreed that this would be worked into the document.*
- *Governor Orendorff: When this was discussed at the Audit Committee meeting, there was a price tag included with the IT component, is there a significant cost component that attaches to the ERM? The most costly component will be establishing business continuity for our IT system, which is underway. The other components, working with departments and establishing their BCP and associated costs, are in progress and during this process they will determine if any additional investment is needed. Much of the work Information, Institutional Research & Technology Services has accomplished is enhancing infrastructure to allow the College to fulfill this requirement.*
- *Governor Amyot asked Duane McNair to go back to next steps and to flag identifying risks in risk management.*
- *Governor Leroux: Nowhere is it indicated that the Province has made this a requirement. Has the Province indicated that this is a requirement? With respect to risk management holistically Duane McNair has not seen anything; however, attached to some of the funding envelopes they are asking Algonquin to document a risk assessment and submit it to them.*

- *Governor Leroux: Are they not providing any guidance?* Not at this time. It was asked that management take into consideration that the Ministry may come out with their own template or process for Risk Management.
- *Governor Amyot: In the best practice, suggested by OAACT, are there specific sections that government should ensure that risks are identified and monitored, etc.* Governor McIntosh replied there is no overall plan or reporting style.
- *Governor Dunlop recommended that Applied Research and Corporate Training jointly build a curriculum around this.* Sherryl Fraser mentioned that a Bachelor of Security and Emergency Management program is in development, which includes a course on Business Continuity planning. She also mentioned some of the additional courses that are to be included in the Program of Study.

## RESOLUTION

MOVED & SECONDED – Dunlop and Leroux

That the Board of Governors receive the Algonquin College Risk Management Profile report and Business Continuity Plan report.

**CARRIED**

The President acknowledged that Governors Leroux and Amyot have professional experience in this area of practice and asked them to consider sharing their best practices.

## 2013/14 BUDGET ASSUMPTIONS AND 5 YEAR PRO FORMA

D. McNair reported that the College has developed budget solutions to respond to the deficit. The College also continues to plan to present the 2013/14 Annual Budget to the Board in February, 2013.

Questions/Comments:

- *Governor Orendorff: Will we review what is in this plan, including partners, etc.? Yes.*
- *Governor Orendorff: Is this the target, where we want to be as an organization?* There are many unknowns; for example, our Tuition Framework is yet unknown. The framework will be presented to the Board in March, 2013. There will not be a detailed forecast of capital framework presented at the February, 2013 Board meeting, but rather, management seeking endorsement to move forward. The ICDP will help to inform us what we need for funding in certain areas.
- *Governor Cheng: How realistic is the pro forma, is this aggressive or not?* 3.1% confident we will achieve this rate of growth. With respect to the \$2.4M increase in Enrolment Growth, we are confident as long as the figure is accurate and the government does not change the funding formula.
- *Governor Cheng: In terms of a Digital Institute, if we were to head in that direction would this affect our financial targets?* D. McNair responded that at this time we are waiting for



feedback from the province who are assessing SMA's from all institutions. It needs to be determined if these initiatives will be funded by the province before we can commit to proceeding in that direction.

- *Governor Leroux: These numbers will be added as initial initiatives once we hear from the province? Yes.*
- *Governor Leroux: When we do budgets we have target budget and stretch budgets. Can we have high level ideas about "what if's" if money comes in? Algonquin has not done a formal analysis scenario in the past since we don't have the tools for this. However, we do anticipate getting this soon, perhaps in time for the February, 2013 Board meeting.*
- *Governor Amyot: What exactly is the growth? 3.1% is 2013/14 post-secondary enrolment growth. We are analyzing other growth opportunities.*
- *Governor Amyot: What is the capacity? John Tattersall replied that if Algonquin continues at 3% growth per year with no operational changes we will run out of space by 2017 if we continue using space in the same manner as we have in the past.*
- The President confirmed that because we decided to position 20% into hybrid learning, this made 25% student savings (which should reflect 25% more student space). The College's greatest enrolment growth is that we are completely online. The current state moving forward takes into account that we are at a much better position than we were a few years ago.
- *Governor Orendorff: Is the extension of term in keeping with Bylaw 01? Yes, will move for approval of Bylaw 1 during the Report of the Governance Committee.*

#### REPORT OF THE AUDIT COMMITTEE

Governor Blackstein reported that the Terms of Reference was circulated to Governors in advance of the meeting. The points to consider included the name change as well as identifying the risks. A proposal was introduced at the Board Retreat, an overview of the Enterprise Risk Management Profile and how the risks will be mitigated, and tabled with the Audit Committee to review a number of these risks in advance to the next Board meeting. Governor Blackstein spoke to the significance of the name change. Governor Blackstein advised that all members of the Audit Committee have approved the revised Terms of Reference with the exception of one addition that is to be added to the Term of Appointment section after the word "extended" to include "(for one year at a time)". He also asked Governors to refer to the Calling Meetings heading and highlighted the fact that all members of the Audit and Risk Management Committee (name change if approved) may convene the committee.

#### **RESOLUTION**

MOVED & SECONDED – Cheng and Blackstein

That the Board of Governors approve the Terms of Reference and that the Audit Committee be re-named the Audit and Risk Management Committee.

**CARRIED**

## REPORT OF THE GOVERNANCE COMMITTEE

Governor Amyot reported that on a yearly basis the Governance Committee wishes to have a scorecard on how they are doing with respect to governance. She asked Governors to table Policy BG1 – 01 and highlighted the addition of best practices.

Questions/Comments:

- *Governor Cheng spoke to #6 under the section “The Board may perform best practices including the following suggested by the OCAAT Guidance on Appointments and Effective Governance”. She felt that this is not only best practices, but something that the committee should do. Governor McIntosh suggested removing the word “may” from the heading and replacing it with “must”, which received Board approval. Governor Amyot agreed to update this policy to reflect this change.*
- *Governor Blackstein: Where are bylaws specifically referred to? Is it the Governance Committee’s responsibility to revise the Bylaws? Could this be added on page 4, unless the Bylaw review is addressed by another committee? It was agreed that "Bylaw Review" will be added as an additional point (#1).*

### **RESOLUTION**

MOVED & SECONDED – Cheng and Lamontagne

That the Board of Governors approve the Board Governance Policy BG I-01 as amended.

**CARRIED**

## SKILLS MATRIX OF ALGONQUIN COLLEGE EXTERNAL BOARD GOVERNORS

Governor Amyot informed the Board that the Skills Matrix was included in the Board package. She confirmed that if approved the matrix would be circulated to each of the Governors for completion in order to assess on a go forward basis what skills are required when additional Governor nominations are required.

Questions/Comments:

- *Governor Blackstein: Why are there two columns on the right hand side? There will only be one column in the copy being circulated to Governors.*

### **RESOLUTION**

MOVED & SECONDED – Farber and Chiasson

That the Board of Governors approve the Skills Matrix for circulation to all current external Governors for completion.

**CARRIED**

## **12-56 REPORT OF THE CHAIR**

The Chair reported the following:

- The College held its United Way Touchdown event on Friday, November 30<sup>th</sup>. This year's campaign has raised almost \$90K including exceeding our goal at Pembroke and Perth; record involvement and fundraising in campus events resulted in the average donation of \$100 per employee.
- The Colleges Ontario Governor Orientation and Governance meetings were held in advance of the Colleges Ontario Higher Education Summit in Toronto during the weekend of November 24<sup>th</sup>-26<sup>th</sup>. Several other meetings, including a Board Chair's meeting were held. There was good Board representation at this conference. An information item has been added to the table that speaks to the 2012 Premier's Awards Nominees. The orientation sessions are not what they should be, but are better than in the past. Based on feedback received, the Algonquin Board of Governors is much more organized and functional than other Boards.
- All services at the College will be closed on Monday, December 24<sup>th</sup> and will re-open on Wednesday, January 2<sup>nd</sup>. However, since IT operations continue over the weekend the College will not be fully closed until Monday morning. The Board wished staff, faculty and students a wonderful break from what has been a very exciting and rewarding fall semester.
- Copies of the Remittance Declaration from the Financial Officers at the College have been provided as an information item on the table. Confirming that as of September 30<sup>th</sup> all applicable income tax source deductions and remittances have been submitted in accordance with CRA and Ministry of Revenue requirements.
- No correspondence received in the Board office this past month.
- There were five meeting evaluation forms submitted following our last meeting, all of which were positive.
- A reminder that the January Board meeting has been cancelled and that we will meet for a retreat, followed by a regular meeting on Monday, February 11<sup>th</sup>. The meeting location is being determined. Governors were asked to block off this time in their calendars.

#### Questions/Comments:

- Governor Leroux echoed that the Algonquin Board seems to have a much more aggressive agenda not only at Board level, but with respect to staff. This is a great experience. She felt that Colleges Ontario could do a better job with orientation and sessions adding that some sessions seemed a little light.
- Governor Kasyanenko thanked the Board for offering him an opportunity to attend the conference. He agreed that our Board does really well with respect to benchmarking and thanked everyone for the opportunity.

**12-57 REPORT OF THE PRESIDENT**

The President reported the following:

- The New Campus in Pembroke opened on November 29<sup>th</sup>. It was quite a celebration not only for the students, but taking into account what effect this will have on the community. Governor Blackstein thanked the Board for asking him to speak at this event and for his involvement in the opening of the campus.
- Nancy Naylor, Associate Deputy Minister, was invited to attend the December 12<sup>th</sup> President's Council meeting in order to explore the emerging changes to the Ministry and answer any questions, but had to cancel. They are hoping to reschedule soon since not a lot of information has been received from MTCU.
- As President, Dr. MacDonald joined the Board of Polytechniques Canada.
- One of the themes that continues to play out is "Jobs without People / People without Jobs". The President informed Governors that an article was provided on the table that mentioned some of the "preparing students for real work without the accompanying student loans." He added that more and more the work that we are doing is catching people's attention.
- Applied Research Day was on December 4<sup>th</sup>. Mark Hoddenbath informed Governors that the next Applied Research Day is April 12<sup>th</sup> as it was recommended that they attend. The President mentioned that one company that received funding at Dragons Den resulted from a lot of the work that was developed on campus. The President noted that an overview of this project will be provided at a future Board meeting.
- Final Assessment Week is underway, which is from Saturday, December 8<sup>th</sup> to Saturday, December 15<sup>th</sup>.

Mike Sparling, Director, Information, Institutional Research & Technology Services informed the Board that they can now connect to SharePoint from their iPads without connecting to the VPN. Governors were asked to let the Board Office know should they experience any issues. IT Support will also be available at the February Board meeting.

Michel Savard provided Governors with an overview of the Board Christmas dinner taking place immediately following today's meeting.

**12-58 MANAGEMENT SUMMARY REPORT**

The Chair observed that the format of the Management Summary report has changed which will allow the report to be easier to compile. Governors were asked if they had any comments.

The Management Summary report for December, 2012 was received and is available online at [www3.algonquincollege.com/bog/](http://www3.algonquincollege.com/bog/).

Questions/Comments:

- Governor Cheng thanked management for the change in formatting.

**12-59 OTHER BUSINESS**

None.

There being no further business, the Board moved in camera for a discussion at 6:14 p.m.

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James McIntosh, Chair

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Miranda Wilson, Recording Secretary