



APPROVED

MINUTES OF MEETING NUMBER FOUR HUNDRED AND EIGHTY ONE OF THE BOARD OF GOVERNORS OF ALGONQUIN COLLEGE WHICH WAS HELD ON MONDAY, MAY 13, 2013, AT 4:00 PM, IN THE ROSSER BOARDROOM, C BUILDING, WOODROFFE CAMPUS.

Present	James McIntosh, Chair	Regrets:	Kyrylo Kasyanenko
	Denise Amyot		John Owens
	Fred Blackstein		Mark Sutcliffe
	Nancy Cheng	Sr. Mgmt:	Gerry Barker, Human Resources
	Jeanine Chiasson		Claude Brulé, Academic
	Lynne Clark		Duane McNair, Finance & Admin
	Michael Dunlop		Laura Stanbra, Student Services
	Barbara Farber		Doug Wotherspoon, Advancement
	Louis Lamontagne		
	Kathryn Leroux	Recorder:	Suzannah DiMarco
	Kent MacDonald, President		
	Shawn McBride		
	Doug Orendorff		
	Andrew Pridham		
Observers	Jo-Ann Aubut, Acting Dean, Academic Development		
	David Corson, President, Students' Association		
	Jennifer Daly-Cyr, Director Algonquin College		
	Dave Donaldson, Dean, School of Business		
	Michael Gawargy, Director, Information, Institutional Research & Technology		
	Eric Hollebone, Director, Marketing		
	Chris Janzen, Dean, Faculty of Technology & Trades		
	Russ Mills, Dean, Faculty of Arts, Media and Design		
	Jeff Macnab, Acting Registrar, Registrar's Office		
	Peter Mackie, Director Sales & Student Recruitment		
	Diane McCutcheon, Director, Labour Relations		
	Tracy McDougall, Executive Assistant to the President		
	Ernest Mulvey, Director International Education Centre		
	Doug Ouderkirk, Executive Director, Academic Operations & Planning		
	Judy Puritt, Professor, School of Business		
	Joe Ranieri, Acting Director, Business Development		
	Brenda Rothwell, Executive Director, Foundation		
	Michel Savard, Dean, School of Hospitality & Tourism		
	Shelley Styles, Director, Student Support Services		
	John Tattersall, Director, Physical Resources		
	Duncan Topp, Manager, Institutional Research		

1. CONSTITUTION OF THE MEETING

Chair McIntosh constituted the meeting at 4:04 pm.

2. CONFLICT OF INTEREST DECLARATION

No conflicts of interest were declared.

3. APPROVAL OF THE AGENDA AND PAST MINUTES

Members reviewed the Agenda and one addition was made under item 5, Decisions & Reports entitled "International Opportunity". With this addition, the Agenda was approved by consensus. Members were referred to the draft regular and In Camera minutes of April 8, 2013.

RESOLUTION

MOVED & SECONDED – N. Cheng & S. McBride

That the minutes of April 8, 2013, be approved as presented.

CARRIED.

4. BUSINESS ARISING

4.1 Integrated College Development Planning

D. McNair, Vice President Finance & Administration introduced J. Tattersall, Director Physical Resources to present a progress report on the Integrated College Development Plan. Members were briefed on the development of the framework, the environments that the plan is focused on, the College Transportation Strategy and planning timelines. Some future development opportunities at the Woodroffe campus were reviewed. Members were invited to review the plan to date and provide feedback to Management. The intent is to provide the Board with an update at the Fall Board Retreat in September.

4.2 IN CAMERA – Update on Parking Operations & Endowment Fund

This item was addressed during an IN CAMERA session earlier in the day.

5 DECISION ITEMS & REPORTS

5.1 Energy Services Company (ESCO) Phase I

D. McNair introduced J. Tattersall to provide an update on the ESCO2 project which will provide an investment in the College's Woodroffe campus infrastructure. Technical and legal considerations were reviewed as well as a summary of risks. Management's recommendation is to approve a contract with Siemens as all technical, legal and financial requirements are acceptable.

Governor Blackstein asked a question regarding accounting practices related to this initiative. D. McNair confirmed that this is an “off balance sheet” transaction. It was noted that the terms and conditions in this phase of the contract apply to all 3 phases of the contract.

RESOLUTION

MOVED & SECONDED – M. Dunlop & L. Lamontagne

The College is hereby authorized to enter into the Energy Performance Contract (the “EPC”) with Siemens Canada Limited (“Siemens”);

The President or Vice President, Finance and Administration of the College is authorized and directed on behalf of the College to execute and to deliver the EPC to Siemens; and

The President or Vice President, Finance and Administration of the College is hereby authorized and directed to do all acts and things and to execute and deliver on behalf of the College such documents and instruments as may be necessary or desirable to give legal and binding effect to the foregoing.

CARRIED

RESOLUTION

MOVED & SECONDED – D. Amyot & K. Leroux

The College is authorized to enter into the Tri-Party Agreement with the Manufacturers Life Insurance Company (“Manulife”) and Siemens Canada Limited (“Siemens”);

The President or Vice President, Finance and Administration is authorized and directed on behalf of the College to execute and to deliver the Tri-Party Agreement to Manulife and Siemens; and

The President or Vice President, Finance and Administration is authorized and directed to do all acts and things and to execute and deliver on behalf of the College such documents and instruments as may be necessary or desirable to give legal and binding effect to the foregoing.

CARRIED.

5.2 Summary Report New Program Life Cycles

C. Brulé, Vice President Academic presented an annual report on the status of new programs that were approved and launched between the Fall of 2011 to the Winter of 2013. The monitoring of new programs includes a review of projected launch dates and enrolments compared with actual launch dates and actual enrolments. These details were appended in a report for information.

Governor Amyot asked whether plans are being developed for programs that have not achieved planned enrolment numbers? J. Aubut advised that each area evaluates the circumstances and reasons why their program did not launch or fell short of enrolment targets.

Governor Cheng asked whether a new program must have a critical mass to be considered a sustainable program? J. Aubut advised that an assessment is completed on every new program to ensure that the program is sustainable. In some cases, a decision is made between not disappointing students by canceling a program and accepting a small loss of revenue by running a program. C. Brulé advised that Academic Chairs and Deans manage programs in order to balance the risk.

Governor Leroux commented that there seems to be significant delays with Ministry approvals. President MacDonald advised members that the issue around the requirement of having Ministry approval for all new programs is under discussion by Colleges Ontario and has been broached with the MTCU. Degree Programs are of greatest concern in that Colleges need the autonomy to decide which new programs should be launched.

Governor Orendorff asked for clarification regarding a number of new programs that the College has submitted to the Ministry for approval, and which appear to be "in limbo" on the MTCU's website (approximately 40). J. Aubut replied that the process for approval took, on average 2 years. J. Aubut will contact Governor Orendorff after the meeting to provide him with more details.

5.3 Key Performance Indicator (KPI) Results 2012-2013

D. McNair introduced D. Topp, Acting Manager, Information, Institutional Research & Technology Services who presented the KPI results and identified key trends and areas of risk. KPIs provide accountability and transparency for the public while establishing a set of common metrics for all colleges. Overall student satisfaction at Algonquin College is significantly higher at 81.5, than the provincial average of 77.1. Some results have dropped since 2012 but still remain higher than the provincial average.

Governor Leroux asked whether survey sample sizes have increased? D.Topp advised that student responses are remaining static with approximately 10 - 15% of students surveyed, responding. There are currently no strategies under development to increase the percentage of student responses.

Governor Orendorff commented that Algonquin College out-performs other Colleges in student satisfaction, and he commended the College on having the best overall KPI results of the seven large colleges. The College has consistently scored below the average for Graduation Rate, and suggested a review of Fanshawe College to determine how they have improved their rate over the past 8 years from 62% to 65%. President MacDonald acknowledged that the graduation rate is disappointing but that this is a "lag-rate" for the years 2007 to 2009. Student retention indicators have improved since then and will be reflected in graduation rates within the next few years.

Governor Cheng commended Management for these excellent results and asked for comparative results against other Colleges over a period of several years to provide the Board with a broader picture of Algonquin College's standing against other provincial Colleges.

5.4 Multi-Year Accountability Agreement (MYAA)

D. Topp presented the Multi-Year Accountability Agreement results for 2011-2012. MYAA is a tool for publicly reporting the performance of Ontario postsecondary institutions on the principles of access, quality and accountability. Key metrics include student enrolment and financial aid, credit transfers and delivery methods.

Discussion occurred regarding having comparative/aggregate results to compare Algonquin College with other colleges across the province. In answer to a member's question regarding the term "first generation student", this refers to a student who is the first in his/her family to attend post-secondary education, not a first-generation student to Canada having immigrated from abroad.

5.5 Advisory Committee

The annual report from Advisory Committee for academic year 2011-2012 was included in member's packages for information.

Governor Cheng asked whether it is mandatory for all Colleges to have Advisory Committees? C. Brulé advised that Colleges are required to have Advisory Committees and the Committees meet regularly to advise on industry trends and suggest changes to programming.

5.6 Report from Governance Committee

D. Amyot, Chair of Governance Committee briefed members on the recruitment and interview process that was completed to fill M. Dunlop and D. Amyot's vacancies. Members were referred to the information regarding the recommended candidates in their packages.

RESOLUTION

MOVED & SECONDED – D. Amyot & B. Farber

That the Board of Governors approve the appointment of M. Waters to a 3-year term and P. Nadeau to a 3 year term, to the Board of Governors as of September 1, 2013.

CARRIED.

5.7 International Opportunity

RESOLUTION

MOVED & SECONDED – K. Leroux & D. Amyot

That pending receipt of MTCU confirmation, AC Board of Governors give Management the authority to enter into an agreement with TVTC for the purposes of initiating College operations in the Kingdom of Saudi Arabia.

1 Abstention

1 Opposed

CARRIED.

RESOLUTION

MOVED & SECONDED – N. Cheng & L. Clark

That, pending receipt of MTCU confirmation, the Board of Governors approve the creation of an Ontario subsidiary corporation that will be 100% owned and controlled by the Algonquin College of Applied Arts and Technology.

CARRIED.

RESOLUTION

MOVED & SECONDED – N. Cheng & M. Dunlop

That, pending receipt of MTCU confirmation, the Board of Governors approve the creation of a limited liability corporation in Saudi Arabia that will be 95% owned and controlled by the Algonquin College of Applied Arts and Technology.

CARRIED.

RESOLUTION

MOVED & SECONDED – N. Cheng & K. Leroux

That, pending receipt of MTCU confirmation, the Board of Governors authorizes the College Administration to seek approval from MTCU and the Ministry of Finance for the borrowing of \$6.5 million to finance the start-up costs, \$7.3 million for the performance bond for the Jazan campus (Limited Liability Corporation) in Saudi Arabia, and \$7.9 million for the advance payment bond.

CARRIED.

6 REPORT FROM THE CHAIR

The Chair reported the following:

- Chair McIntosh acknowledged that this is Governor Amyot's last Board meeting. Governor Amyot is invited to the June 17 Board meeting and AGM in her new role as President of the Association of Canadian Community Colleges.
- Algonquin College and the Canada Science and Technology Museums Corporation signed an agreement that deepens their ties and better defines future collaborations.
- The Board of Governor's student rep Kyrlyo Kasyenenko was re-elected to the position for the academic year 2013/2014. Congratulations to Kyrlyo.
- A big thank you was offered to Governor Blackstein for hosting the Right Honourable David Johnston, Governor General of Canada, to the Waterfront Campus in Pembroke on Tuesday, April 23.

- Meeting feedback was received from 5 Governors - one suggestion was made that if the meeting is running behind schedule, some questions that are not essential to discussions should be taken off-line with Management.
- Members were reminded of the Spring convocations and a request to respond regarding attendance.
- The Board's Executive Committee met to review the International opportunity, to approved Student Tuition Fee Schedules and to completed a performance review of the President.

7 REPORT FROM THE PRESIDENT

The President reported the following:

- Today saw the launch of the Kaleidoscope College Conference for employees and faculty. The week-long education opportunity concludes with the President's BBQ which celebrates the College's many successes and congratulates staff and faculty on various awards and prizes that they have been nominated for.
- Perth campus hosted the police transition from Perth Police Services to OPP on Saturday, April 6. This helped to showcase the Perth campus and the Police Foundation students who were there in large numbers.
- Students from the College's Public Relations Program handed over a cheque to Valerie's Flutter Foundation in the amount of \$20,000.
- Eight Algonquin College students won medals from the Ontario Technological Skills Competition in Waterloo.
- City of Ottawa Women in Uniform Day was held on April 30. The session helped high school students to gain an understanding of the challenges and opportunities for females in these careers.
- The week of May 6 was Mental Health Week at the College. The Centre for Mental Health and Addiction (CAMH), presented "Mental Health Matters" which provided resources to raise awareness of mental health issues for staff and students.
- Pembroke Girls Night Out fundraiser was a success and raised more than \$22,000 for the college's capital building campaign.
- President MacDonald introduced members of the College Leadership Council (CLC) and thanked them for being in attendance and engaged at the Board meetings.

8 MANAGEMENT SUMMARY REPORT

The Management Summary report for March, 2013 was received and is available online at www3.algonquincollege.com/bog/. Governor Amyot congratulated the College on a very successful Applied Research Day that was held on April 12, 2013.

9 OTHER BUSINESS

There was no other business.

10 IN CAMERA SESSION

An In Camera Session was not required.

11 MEETING ADJOURNMENT

There being no further business, the meeting was adjourned at 5:55 pm.

James McIntosh, Chair

Suzannah DiMarco, Recorder