

## **APPROVED**

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MINUTES OF MEETING NUMBER FOUR HUNDRED AND NINTY ONE OF THE BOARD OF GOVERNORS OF ALGONQUIN COLLEGE, HELD ON **MONDAY, APRIL 13, 2015 AT 4:00 PM**, IN CA105 ACCE BUILDING, WOODROFFE CAMPUS.

Present:	James McIntosh, Chair Fred Blackstein, Vice Chair Pam Auchterlonie Jim Brockbank Lynne Clark Sherryl Fraser Cheryl Jensen, President Kathyrn Leroux Shawn McBride Peter Nadeau Dr. Jim Robblee Kelly Sample Mark Sutcliffe	Regrets:	Nancy Cheng Kyrylo Kasyanenko Michael Waters
		Sr. Mgmt:	Claude Brulé, Academic Duane McNair, Finance & Administration Laura Stanbra, Student Services Doug Wotherspoon, International, Communications & Strategic Priorities
		Recorder:	Suzannah DiMarco

Observers Jo-Ann Aubut, Director Academic Development  
Brent Brownlee, Director, Ancillary Services  
Wayne Dalrymple, Professor, Information and Communications Technology  
Joe Danis, Associate Vice President, Campus Living Centres  
Cathy Dempsey, Director Finance & Administration  
Dave Donaldson, Dean, School of Business  
Peter Fortura, Executive Director (Acting) Academic Operations & Planning  
Sophie Galvan, General Manager, Student Conduct and Community Services  
Michael Gawargy, Director, Information Technology Services  
Chris Janzen, Dean, Faculty of Technology & Trades  
Jim Kyte, Dean, School of Hospitality and Tourism  
Jeff Macnab, Registrar  
Tracy McDougall, Executive Assistant to the President  
Joe Ranieri, Director, Business Development  
Shelley Styles, Director, Student Services  
John Tattersall, Director, Physical Resources  
Susan Thompson, Education Technology Support, Construction Trades & Building Systems  
Claire Tortolo, Coordinator (Acting), Language Institute  
Jane Trakalo, Acting Dean, Faculty of Health, Public Safety and Community Studies

### **1. CONSTITUTION OF THE MEETING**

Chair McIntosh constituted the meeting at 4:00 pm.

Board Education Session – Student Residences

J. Tattersall, Director Physical Resources, S. Styles, Director Student Support Services and S. Galvan, General Manager Student Conduct and Community Services provided members with a review of Algonquin College's Woodroffe Campus Student Residence. Members were briefed on the furnished accommodation that serves over 1000 students and has been in operation for the past 15 years. Although additional bed space is not required at this time, there is a need to invest in the refurbishment of the Residence. Current efforts are focused on replacing furniture and improving the quality of living and digital spaces. The Residence is operated by Campus Living Centres, and has joined the College as a strategic partner in the operation and management of the Residence. A number of questions were answered. J. Tattersall, S. Styles and S. Galvan were thanked for their informative presentation.

## **2. CONFLICT OF INTEREST DECLARATION**

Members were asked to declare conflicts of interest with any items on the Agenda. No conflicts of interest were declared.

## **3. APPROVAL OF THE CONSENT AGENDA**

Chair McIntosh asked whether any Governor wished to remove an item from the Consent Agenda, for discussion. No items were removed from the Consent Agenda. The chairs of the Governance, Audit & Risk Management and Academic and Student Affairs committees took the opportunity to update Governors on the activities that have occurred since the February 2, 2015 Board of Governors meeting. Members were referred to the reports included in their Board materials.

### **RESOLUTION**

**MOVED & SECONDED J. Brockbank & L. Clark**

**THAT the Board of Governors approves all Consent Agenda items.**

**CARRIED.**

### **3.1 Minutes of the February 2, 2015 Board of Governors Meeting**

#### **RESOLUTION**

**THAT the Board of Governors approves the Minutes of the February 2, 2015 meeting as presented.**

### **3.2 Academic & Student Affairs Committee (ASAC) Report**

#### **Program Title Change**

#### **RESOLUTION**

**THAT the Board of Governors approves the program title change from Mobile and Social Media Management to Digital Communication Management effective Fall 2015, pending validation of the program title from the Credential Validation Service.**

### **Aircraft Maintenance Technician OCD**

#### **RESOLUTION**

**THAT the Board of Governors approves the acceptance of the report on the progress made towards acquiring the capital equipment necessary for the Aircraft Maintenance Technician, Ontario College Diploma program and that the Board approve the launch of the program of study for the 2015 Fall semester, pending MTCU funding approval.**

3.3 Audit & Risk Management Committee

A report from the Audit & Risk Management Committee was submitted for information.

3.4 Governance Committee Report

1) Governor Reappointments

**RESOLUTION**

**THAT the Board of Governors approves the reappointment of Governor Clark to a two-year term and Governor Cheng to a three-year term of office.**

**One Abstention – Governor L. Clark**

2) Board Officer & Committee Appointments

**RESOLUTION**

**THAT the Board of Governors approves the slate of Board Officer positions and committee memberships for the period September 1, 2015 to August 31, 2016.**

**OFFICERS OF THE BOARD 2015/2016**

Chair	Kathyrn Leroux
Vice Chair	Mark Sutcliffe
President/Secretary	Cheryl Jensen
Treasurer	Duane McNair
Chair, Audit & Risk Management Committee	Nancy Cheng
Chair, Governance Committee	Peter Nadeau
Chair, Academic & Student Affairs Committee	James Brockbank

**EXECUTIVE COMMITTEE**

Chair	Kathyrn Leroux
Vice Chair	Mark Sutcliffe
President	Cheryl Jensen
Chair, Audit & Risk Management Committee	Nancy Cheng
Chair, Governance Committee	Peter Nadeau
Chair, Academic & Student Affairs Committee	James Brockbank

**AUDIT & RISK MANAGEMENT COMMITTEE**

Chair	Nancy Cheng
Chair of the Board	Kathyrn Leroux
President	Cheryl Jensen
External Members	Kelly Sample
	Fred Blackstein
	Michael Waters

**GOVERNANCE COMMITTEE**

Chair	Peter Nadeau
Chair of the Board	Kathyrn Leroux
President	Cheryl Jensen
Governors	Lynne Clark
Support Representative	Pam Auchterlonie
	New Governor
	New Governor

**ACADEMIC & STUDENT AFFAIRS COMMITTEE**

Chair	James Brockbank
Chair of the Board	Kathryn Leroux
President	Cheryl Jensen
Senior VP Academic	Claude Brulé
VP Student Services	Laura Stanbra
Governors	Dr. Jim Robblee
Faculty Representative	To be confirmed
Administration Representative	Sherryl Fraser
Student Governor	To be confirmed

**Algonquin College Foundation Representative** Lynne Clark

3.4 TD Canada Trust Corporation

**RESOLUTION**

**THAT the Board of Governors grants approval to College Management to sign the TD Canada Trust Corporate Resolution to initiate the transition of banking services from Bank of Montreal to TD Canada Trust. Management will not transfer funds or initiate banking services with TD Canada Trust until required approvals are obtained from the Minister of Finance as per Section 28 of the Financial Administration Act.**

**4. BUSINESS ARISING**

4.1 International Update

D. Wotherspoon, Vice President International, Communications and Strategic Priorities referred members to the report included in their packages. Members were briefed on the status of the Jazan Campus and potential opportunities that exist for Algonquin resulting from recent economic development in the region. Governors were updated on the security of faculty, staff and students in light of recent political unrest in neighbouring Yemen and advised that plans are in place should the situation deteriorate. Of note, the financial results 2014/2015 for the Jazan Campus will be submitted at the June 8 Board meeting. Progress at the Kuwait Campus continues for a Fall 2015 opening and recruitment and marketing in the area have begun. Governors accepted the Report as presented. On behalf of the Board, Chair McIntosh thanked D. Wotherspoon and his team for their efforts on all international activities.

4.2 Strategic Plan Guidelines

D. Wotherspoon referred members to the Strategic Planning Guidelines that were drafted as a result of discussions and review at the February 2, 2015 Board Retreat.

**RESOLUTION**

**MOVED AND SECONDED J. Robblee & K. Leroux**

**THAT the Board of Governors approves the Strategic Planning Guidelines as presented.**

**CARRIED.**

4.3 Entrepreneurial Opportunity

C. Brulé and D. McNair updated members on the eReader entrepreneurial opportunity that was brought to the Board at the last meeting. The College continues to work with Kivuto to develop the eReader solution and reviewed key milestones achieved to date. Governors were briefed on the College's investment and participation in the joint venture. Of note and in answer to a member's question, members were advised that a second cash call will be discretionary. Equity ownership is currently at 15%, then after the second capital call, ownership would dilute to 9% unless the College chooses to invest funds. The report was accepted for information.

## **5. DECISION ITEMS & REPORTS**

### **5.1 Appointment of New Governors**

P. Nadeau, Chair of the Board's Governance Committee briefed members on the open and transparent recruitment process that resulted in over 47 applications to our Board. After a series of interviews, Ms. Shellee Evans, Director of Community Services for the Town of Perth and Mr. Michael Tremblay, Vice President Public Services at Microsoft Canada were selected to be recommended to the Board for election. Mr. Tremblay is familiar to Algonquin College, being the outgoing Chair of the AC Foundation. Chair McIntosh thanked the Committee members and staff for their significant efforts over the last several months related to the recruitment of new Governors.

### **RESOLUTION**

#### **MOVED & SECONDED P. Nadeau & F. Blackstein**

**THAT the Board of Governors approves the appointment of Shellee Evans for a three-year term and Michael Tremblay for a three-year term as of September 1, 2015.**

**CARRIED.**

### **5.2 Healthy Living Education (HLE)**

C. Brulé presented the Health Living Education initiative on behalf of B. Foulds, Dean, Faculty of Health, Public Safety and Community Studies and the HLE Working Group who have developed the project to date. The aim is to have a shovel-ready advocacy document for endorsement by the Board at the June 8, 2015 meeting. Members were briefed on the vision for the initiative which is predicated on key factors such as an aging population with multiple chronic health issues; increasing health care costs; a shift to community-based and home-based care; and a renewed focus on disease prevention and promotion of health and wellness. Discussion occurred including the establishment of an advisory cabinet chaired by Dr. Robblee that will help to inform the process. Members discussed the initiative's vision which includes bringing the community into the College by providing a community-integrated learning and innovation hub to help Canadians live healthier lives. This hub is anticipated to include opportunities for students in applied research projects and the addition of degree and applied programs to the current complement. The Board of Governors accepted the presentation for information and provided useful feedback and suggestions for the Healthy Living Education initiative.

## **6 INFORMATION ITEMS**

The reports included in member's packages were accepted for information.

### **6.1 Board of Governors Spring Key Messages**

Members were referred to the written report included in their meeting materials.

**6.2 Report from the Board Chair**

Members were referred to the written report included in their meeting materials.

**6.3 Report from the President**

President Jensen added to her written report by advising members that recruitment efforts have begun for the replacement of the Vice President Human Resources and to fill the new position of Vice President Digital Technologies & Innovation. A follow-up report on the recruitment efforts will be provided at the June 8 Board meeting.

**6.4 Management Summary Report**

In answer to a Governor's question regarding applied research completed at Algonquin, members were advised that two research papers were published recently and are referenced in the Management Summary Report. Governor Blackstein took the opportunity to personally complement President Jensen on the Rex Murphy radio show that provided the College with some very favourable media reports.

**7 IN CAMERA SESSION**

An In Camera Session was not required.

**8 MEETING ADJOURNMENT**

There being no further business, the meeting was adjourned at 6:00 pm.

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Jim McIntosh, Chair

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Suzannah DiMarco, Recorder