

## **APPROVED**

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MINUTES OF THE MEETING NUMBER FOUR HUNDRED AND NINETY NINE OF THE BOARD OF GOVERNORS OF ALGONQUIN COLLEGE, HELD ON **TUESDAY, OCTOBER 11, 2016** AT 4:00 PM, IN CA105, ACCE BUILDING, OTTAWA CAMPUS.

Present:	Kathryn Leroux, Chair Pam Auchterlonie Jim Brockbank Nancy Cheng Lynne Clark Shellee Fournier Stephen Heckbert Cheryl Jensen, President Sara Loyst Jay McLaren Peter Nadeau Dr. Jim Robblee Kelly Sample Michael Tremblay Michael Waters	Regrets:	Sherryl Fraser Mark Sutcliffe
		Senior Management:	Claude Brulé, Academic Mark Fares, Digital Technologies & Innovation Ron Deganadus McLeister, Indigenous Initiatives Duane McNair, Finance & Administration Laura Stanbra, Student Services Scott Anderson, Communications, Marketing & External Relations Doug Wotherspoon, International & Strategic Planning
		Recorder:	Suzannah DiMarco

### **1. CONSTITUTION OF THE MEETING & APPROVAL OF THE AGENDA**

Chair Leroux constituted the meeting at 4:05 pm. The agenda was approved by consensus.

#### **Celebrating Success – Forum for International Trade Training Educational Award**

C. Brulé, Senior Vice President Academic, introduced N. Lomow, Professor, School of Business, and students R. Thornton and J. Recinos from the Business Administration - International Business, Advanced Diploma and Graduate Certificate programs. The students provided members with information regarding the awards they received from the Forum of International Trade Training Education. Members congratulated the students on their awards in the international competition, and wished them success in their future endeavors.

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

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

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

Chair Leroux asked whether any Governors wished to remove an item from the consent agenda. No items were removed.

#### **RESOLUTION**

**MOVED & SECONDED M. Tremblay & S. Fournier**

**THAT** the Board of Governors approves the Consent Agenda as presented.

**CARRIED.**

3.1 Minutes of the Board of Governors regular meeting of June 13, 2016 and the in camera meetings of August 10, 2016 and September 19, 2016.

#### **RESOLUTION**

**THAT** the Board of Governors approves the Minutes of the meetings of June 13, 2016, August 10, 2016 and September 19, 2016.

#### 3.2 Executive Committee Report

Chair Leroux provided a verbal update to members.

#### 3.3 Academic & Student Affairs Committee Report

Governor Brockbank, Chair of the Academic & Student Affairs Committee provided a verbal report of the meeting that was held on September 15, 2016. The review of new programs and the enrolment update report were highlighted.

#### Building Automation System Operations, Ontario College Graduate Certificate

#### **RESOLUTION**

**THAT** the Board of Governors approves the Building Automation System Operations, Ontario College Graduate Certificate program effective Winter, 2018.

#### Accounting and Financial Practices, Ontario College Graduate Certificate

#### **RESOLUTION**

**THAT** the Board of Governors approves the Accounting and Financial Practices, Ontario College Graduate Certificate effective Fall, 2017.

#### Pre-Health Sciences Pathway to Certificates and Diplomas, Ontario College Certificate

#### **RESOLUTION**

**THAT** the Board of Governors approves the Pre-Health Sciences Pathway to Certificates and Diplomas, Ontario College Certificate program effective Fall, 2017.

Pre-Health Sciences Pathway to Advanced Diplomas and Degrees, Ontario College Certificate

**RESOLUTION**

**THAT** the Board of Governors approves the Pre-Health Sciences Pathway to Advanced Diplomas and Degrees, Ontario College Certificate program effective Fall, 2017.

3.4 Governance Committee Report

Governor Tremblay, Chair of the Governance Committee provided a verbal report of the meeting held on October 3, 2016.

3.5 Foundation Report

Governor Clark, Foundation Board representative, provided members with an update on the Foundation Board activities.

3.6 First Quarter 2016/2017 Business Plan Update

The First Quarter 2016/2017 Business Plan Report was included in members' materials for information. Discussion occurred regarding the Key Performance Indicator results, specifically the employer survey that historically has a very low return rate. Members were briefed on a review of the Academic Program Advisory Committees that will occur in the coming year, and a focus on experiential learning and work integrated learning. The First Quarter 2016/2017 Business Plan Update was accepted for information.

3.7 First Quarter 2016/2017 Financial Update

The First Quarter 2016/2017 Financial Update was included in members' materials for information. Discussion occurred regarding Project Fusion and the importance of monitoring progress against plans. The Board's Audit and Risk Management Committee provides strategic and fiduciary oversight of Project Fusion to ensure the project remains on time and on budget. Members were advised that management has proceeded with caution on other strategic investment priorities to ensure cash flow is not compromised. Discussion occurred regarding the province-wide trend of declining college enrolments and the potential negative impact on the College's financial long term sustainability. Members agreed that a financial projection sensitivity analysis using a five percent decrease in enrolments would be useful to help anticipate serious financial consequences resulting from falling enrolments. Management will provide the Audit and Risk Management Committee with this report at the October 31, 2016 meeting. The First Quarter 2016/2017 Financial Update was accepted for information.

**4. BUSINESS ARISING FROM THE MINUTES**

There was no business arising from the minutes.

**5. DECISION ITEMS AND REPORTS**

5.1 Major Capital Project: Building F Renovations

D. McNair referred members to the report included in their materials. It is proposed that Building F be recommissioned for service with an investment of \$1.63 million to accommodate departments

and areas displaced for the Innovation and entrepreneurship building project. This investment will be funded from the Strategic Investment Priorities fund within the College's 2016-17 Annual Budget. Discussion occurred and members were briefed regarding the regular monitoring of space utilization across the campuses. Of note, Algonquin College has one of the highest space utilization rates of colleges across the province, and uses enrolment projections to plan for future space utilization.

## **RESOLUTION**

**MOVED & SECONDED: M. Tremblay & Dr. Robblee**

**THAT** the Board of Governors approves an investment of \$1.63 million from the Strategic Investment Priorities fund to renovate Building F and extend its useful life to support College operations.

**CARRIED.**

### 5.2 Post-Secondary Institutions Strategic Investment Fund

D. McNair referred members to the report included in their materials. Algonquin College has received approval for federal funding of \$21.9 million to build the Centre for Innovation and Entrepreneurship and the Institute for Aboriginal Entrepreneurship. Federal funds will be administered by the Provincial Ministry of Advanced Education and Skills Development.

The capital cost of the development project is \$44.9 million. Over a three year funding period, the sources of funds for this project will be a combination of funds from the federal government (\$21.9 million), provincial government (\$2.9 million less \$1 million already committed to other College commitments for a net \$1.9 million), Algonquin College reserves (\$9.5 million), and the College Strategic Investment Priorities budget allocation (\$11.6 million).

Discussion occurred regarding the cash flow to launch the project, and the funding installments that will be received from the Provincial Ministry of Advanced Education and Skills Development and other sources. The Foundation Board of Directors has endorsed the project's fundraising goal and has expressed confidence in the ability to reach the fundraising target. Members were briefed on the President's Advisory Panel for Innovation and Entrepreneurship which was launched recently, and is co-chaired by Terence Matthews. Members were briefed on potential sources of grants associated with supporting indigenous students that may provide some funds in support of this project. Executive Director R. Deganadus McLester, Special Advisor to the President on Indigenous Initiatives has begun working on this file.

## **RESOLUTION**

**MOVED & SECONDED: M. Tremblay & P. Nadeau**

**THAT** the Board of Governors approves the development of the Innovation, Entrepreneurship and Learning Centre and Institute for Indigenous Entrepreneurship using the following funds:

- Up to \$9.5 million from the College's Internally Restricted Net Assets,
- Up to \$11.6 million from the College's Strategic Investment Priorities funds, and
- \$21.9 million from the Federal Post-Secondary Institutions Strategic Investment Fund and

- \$1.9 million from the Provincial Facilities Renewal Program grant funding over the fiscal years 2016/17, 2017/18 and 2018/19.

**CARRIED.**

5.3 International

D. Wotherspoon referred members to the International Update included in their materials. Members were briefed on International enrolments that show an overall increase of 21%, which is 13% above target. Offshore, activities continue in support of the transition of the Jazan campus to the Colleges of Excellence. Algonquin Colleges' interest in the Jazan campus was transferred as of September 6, 2016, and the audit of 2015-2016 Algonquin College Saudi Arabia financial statements has begun. An overview of the Jazan Campus wind-down financials was provided. The Board of Governors took the opportunity to commend the Management Team for their exemplary work on this file. The International update was accepted for information.

**6. ITEMS FOR INFORMATION**

Members were referred to the items for information included in their materials.

6.1 Board of Governors Fall 2016 Key Messages

The Fall 2016 Key Messages report was reviewed. Members provided positive feedback on the new format of the report and accepted it for information.

6.2 Strategic Plan 2017-2022 Communications Rollout

The report was accepted for information.

6.3 Report from the Board Chair

The report was accepted for information.

6.4 Report from the President

The report was accepted for information.

6.5 Management Summary

The report was accepted for information.

**7. UPCOMING EVENTS**

Members reviewed a list of upcoming events.

**8. IN CAMERA**

No session was held.

**9. MEETING ADJOURNMENT**

There being no further business, the regular meeting was adjourned at 5:17 pm.

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Kathryn Leroux, Chair

Suzannah DiMarco, Recorder