

**APPROVED**

**MINUTES OF THE MEETING NUMBER FIVE HUNDRED AND TWO OF THE BOARD OF GOVERNORS OF ALGONQUIN COLLEGE, HELD ON MONDAY, APRIL 10, 2017 AT 4:00 PM, IN CA105, AT THE OTTAWA CAMPUS.**

Present:	Kathryn Leroux, Chair Peter Nadeau Jim Brockbank Jay McLaren Lynne Clark Sherryl Fraser Pam Auchterlonie Shellee Fournier Michael Waters Sara Loyst Stephen Heckbert Cheryl Jensen, President	Regrets:	Nancy Cheng Dr. Jim Robblee Kelly Sample Mark Sutcliffe
		Senior Management:	Claude Brulé, Academic Ron Deganadus McLester, Indigenous Initiatives Duane McNair, Finance & Administration Laura Stanbra, Student Services Scott Anderson, Communications, Marketing & External Relations Doug Wotherspoon, International & Strategic Planning Cathy Frederick, Human Resources Tracy McDougall, President’s Office
		Recorder:	Victoria Tiqui-Sanford

**1. CELEBRATING SUCCESS – Immunity Warriors**

**Graphic Design, Interactive Multimedia & Design and Mobile Application Design and Development Students**

Kevin Holmes, Project Manager, Health and Wellness Research Centre, Applied Research presented the Immunity Warriors video.

C. Brulé, Senior Vice President Academic, introduced students Kari Ball, Stephanie Paiement, Dom Richichi, and Jason Eduardo Mata. The Immunity Warriors is a team of students enrolled in Graphic Design, Interactive Multimedia and Design, Mobile Application Design and Development, Ontario College Diploma. They developed a digital comic book to educate elementary school students about the immune system and the role of immunization in defending against illness. The project was undertaken as an applied research project in partnership with Dr. Kumanan Wilson, an internal medicine specialist and scientist at The Ottawa Hospital who developed the project concept and story.

The students were congratulated on their achievements and Chair Leroux presented the students with the first official “Changemaker” Award.

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**2. CONSTITUTION OF THE MEETING & APPROVAL OF THE AGENDA**

Chair Leroux constituted the meeting at 4:01 pm.

**RESOLUTION**

**MOVED & SECONDED: S. Fournier & L. Clark**

**THAT** the Board of Governors approves the meeting agenda.

**CARRIED.**

**3. DECLARATION OF CONFLICT OF INTEREST**

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

**4. APPROVAL OF THE CONSENT AGENDA**

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

**RESOLUTION**

**MOVED & SECONDED: J. McLaren & P. Nadeau**

**THAT** the Board of Governors approves the consent agenda.

**CARRIED.**

**4.1 Minutes of the Board of Governors meeting of February 13, 2017**

**RESOLUTION**

**THAT** the Board of Governors approves the meeting minutes of February 13, 2017.

**4.2 Executive Committee Report**

Chair Leroux provided a verbal update regarding Executive Committee activities.

**4.3 Academic and Student Affairs Committee Report**

Governor Brockbank, Chair of the Academic and Student Affairs Committee, provided a verbal report of the meeting held on March 21, 2017. The review of the revised Terms of Reference for the Academic and Student Affairs Committee and the enrolment update report were highlighted. Questions regarding tracking domestic versus international student registrations were answered.

**Terms of Reference – Revised**

**RESOLUTION**

**THAT** the Board of Governors approves the revised Terms of Reference for the Academic and Student Affairs Committee.

**4.4 Audit and Risk Management Committee Report**

Governor Waters on behalf of Governor Cheng, Chair of the Audit and Risk Management Committee, provided a verbal report and highlights of the meeting that was held on March 02, 2017. A question regarding the requirement to extend the current auditor for the 2017-18 fiscal year was answered.

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#### 4.5 Governance Committee Report

Governor Clark, Acting Chair of the Governance Committee, provided a verbal report of the meeting held on March 20, 2017. The focus of the meeting was on the Governor Reappointments 2017 and the New Governor Appointments for 2017-2018.

##### Governor Reappointments 2017

###### **RESOLUTION**

**THAT** the Board of Governors approves the reappointment of Governors Sample and Robblee to three year terms of office from September 1, 2017 to August 31, 2020.

##### New Governor Appointments 2017-2018

###### **RESOLUTION**

**THAT** the Board of Governors approves the appointments of Steve Barkhouse; Dr. Gail Beck; Audrey-Claire Lawrence; and Cyril McKelvie, to the Board of Governors for three-year terms of office, effective September 1, 2017 to August 31, 2020.

##### BGI-01 Responsibilities of the Board – Compliance Report Card

###### **RESOLUTION**

**THAT** the Board of Governors approves BGI-01 Responsibilities of the Board Compliance Report Card.

#### 4.6 Foundation Report

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

### **5. BUSINESS ARISING FROM THE MINUTES**

#### 5.1 Executive Compensation Update

President Jensen provided a brief update on the Executive Compensation Program. A detailed information update will be brought forward to the June 12, 2017 Board of Governors meeting.

### **6. DECISION ITEMS AND REPORTS**

#### 6.1 Algonquin College Students' Association Athletics Recreation Complex

D. McNair, Vice President, Finance and Administration, and J. Doyle, General Manager, Algonquin College Student's Association presented the Algonquin College Students' Association Athletics Recreation Complex proposal. Members were provided with an update on the development of a business plan proposal to replace the College's aging gymnasium and The Fitness Zone with the construction of a new Athletics Recreation Complex. This project requires the approval and support of both the Algonquin College Students' Association Board of Directors and the Algonquin College Board of Governors. Plans are underway to complete the full business plan and present to the Algonquin College Students' Association on April 28, 2017, followed by a presentation to the Algonquin College Board of Governors on June 12, 2017. Questions regarding the impact from the public, the recreation complex's capacity, and human resource capacity for existing and upcoming projects were answered.

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### 6.2 New Governor Appointments 2017-2018

Governor Clark, Acting Governance Committee Chair provided members with the information on the governor candidate recruitment and selection process that was completed on March 7, 2017. Governors Leroux, Clark, and Sutcliffe, members of the Board of Governors since 2011, come to the end of their terms of office as of September 1, 2017. Governor Tremblay returned to the Board of Governors in 2015, and submitted his resignation in February, 2017 due to his appointment as President and Chief Executive Officer of Invest Ottawa.

#### **RESOLUTION**

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

**THAT** the Board of Governors approves the appointments of Steve Barkhouse, Dr. Gail Beck, Audrey-Claire Lawrence, and Cyril McKelvie to the Board of Governors for three-year terms of office, effective September 1, 2017.

**CARRIED.**

### 6.3 Algonquin College Strategic Mandate Agreement

President Jensen provided a brief introduction of the Strategic Management Agreement process. C. Brulé, reported that College has begun negotiations with the Ministry of Advanced Education and Skills Development on its 2017-2020 Strategic Mandate Agreement. The last Strategic Mandate Agreement between the College and the Ministry was signed on May 08, 2014. C. Brulé will provide an update on the progress of the 2017-2020 Strategic Mandate Agreement process to the Board of Governors at the June 12, 2017 meeting.

### 6.4 Major Capital Project – Welding Laboratory Project

D. McNair presented a recommendation to increase the budget required to complete the Welding Lab Project, and to communicate the sources of funds identified to close the gap between the current projected expenditures and the approved project budget.

#### **RESOLUTION**

##### **MOVED & SECONDED: S. Heckbert & P. Nadeau**

**THAT** the Board of Governors approves a \$460,000 increase to the budget for the Welding Lab Project at the College's Transportation Technology Centre. The Centre is also known as Building S.

**CARRIED.**

## **7. ITEMS FOR INFORMATION**

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

### 7.1 Board of Governors Spring 2017 Key Messages

The report was accepted for information.

### 7.2 Report from the Board Chair

Chair Leroux thanked all of the members who attended the March 18, 2017 Board of Governors Retreat and reminded members of the upcoming Colleges and Institutes Canada 2017 Conference and President's Year-End Dinner. The report was accepted for information.

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7.3 Report from the President

The report was accepted for information and President Jensen thanked Jean-Guy Frechette, Associate Director, Government and Stakeholder Relations for managing the College Day activities.

**8. Upcoming Events**

Chair Leroux provided highlights of upcoming events.

The regular meeting adjourned at 5:20 pm.

**9. IN CAMERA**

An In Camera session began at 5:25 pm.

**RESOLUTION**

**MOVED & SECONDED: J. McLaren & J. Brockbank**

**THAT** the Board of Governors move to in camera session to discuss the following:

9.1 Algonquin College Student Residence

9.2 Algonquin College Coat of Arms.

**CARRIED.**

**RESOLUTION**

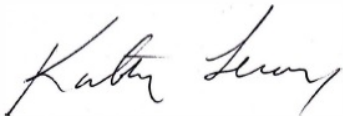
**MOVED & SECONDED: S. Fournier & S. Loyst**

**THAT** the Board of Governors moves out of In Camera at 6:00 pm.

**CARRIED.**

**10. MEETING ADJOURNMENT**

There being no further business, the meeting was adjourned at 6:05 pm.



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Kathryn Leroux, Chair



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Victoria Tiqui-Sanford, Recorder

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## **APPENDIX A**

### **Observers:**

Barbara Foulds, Dean, Faculty of Health, Public Safety and Community Studies  
Paul Gardner, Business Administrator, Special Projects, Finance and Administration  
Emily Woods, Acting Manager, Financial Services  
Lisa Barker, Promotions and Events Officer, Public Relations and Communications  
Jean-Guy Fréchette, Associate Director, Government and Stakeholder Relations  
Krisha Stanton, Senior Manager, Enrolment and Financial Support Services  
Krista Pearson, Registrar  
Ruth Dunley, Communications Officer, Public Relations and Communications  
Lesia Mysyk, Financial, Office & Legal Studies  
Jack Doyle, General Manager, Student Association  
Todd Schonewille, Director, Physical Resources  
Dave Donaldson, Dean, School of Business  
Amy Desjardins, Executive Director, Foundation  
Robyn Heaton, Dean, Faculty of Arts, Media and Design  
Christopher Janzen, Dean, Faculty of Technology & Trades  
Patrick Devey, Dean, Centre for Continuing and Online Learning  
Shelley Styles, Director, Student Support Services  
Alanna McDonnell, Director, Marketing  
Ernest Mulvey, Director, International Education Centre  
Christopher Carroll, Communications and Public Relations  
Jeff Francoeur, Marketing