

**THE SHERIDAN COLLEGE INSTITUTE OF TECHNOLOGY AND ADVANCED  
LEARNING  
THE BOARD OF GOVERNORS**

A meeting of the Board of Governors of The Sheridan College Institute of Technology and Advanced Learning was held on Monday, June 13, 2011 at 6:15 p.m. in the Bank of Montreal Room, The Living Arts Centre, Mississauga.

Present: Mr. M. Cloutier, Chair;  
Mr. R. Filkin, Vice Chair; Mr. S. Acharjee, Ms. P. Alexander; Ms. H. Angel;  
Ms. K. Bouey; Mr. J. Grieve; Mr. B. Kaye; Mr. P. Khangura; Mr. S. Mir;  
Mr. B. Pesant; Mr. R. Pilon; Mr. A. Warsi; Ms. J. Wayne; Ms. S. White;  
Ex Officio: Dr. J. Zabudsky, President and CEO;  
Secretary: Ms. E. Benson;

Regrets: Ms. E. Alguire; Mr. S. Parfeniuk, Treasurer;

Guests: Executive Committee: Dr. M. Preece, Senior Vice President, Academic and Research; Mr. I. Marley, Vice President, Student Affairs and Enrolment Management; Ms. C. Berge, Director, Human Resources and Organizational Development;  
Faculty of Animation, Arts and Design: Ms. L. Bell; Mr. S. McKean;  
BDO Dunwoody: Mr. B. Nicholson; Ms. M. Ponton;  
Governors-Elect: Ms. B. Tino; Mr. B. MacDougall;  
Resource Member: Mr. B. Dawson.

**CALL TO ORDER**

The Chair welcomed those present and called the meeting to order at 6:35 p.m.

**APPROVAL OF AGENDA**

The Chair noted that agenda item #5 (e) "By-Law Approval" will be deferred to a future meeting.

It was moved by Mr. Cloutier, seconded by Mr. Pesant,

"that the agenda be approved as amended."

Carried.

## **CHAIR'S REMARKS**

### Conflict of Interest

In response to the Chair's query, there were no conflicts of interest declared.

### Approval of Board of Governors Meeting Minutes – May 18, 2011

It was moved by Mr. Cloutier, seconded by Mr. Acharjee,

“that the minutes of the May 18, 2011 Board of Governors meeting be approved as presented.”

Carried.

### Election of Chair and Vice Chair

The Chair called for nominations for the position of Chair.

It was moved by Ms. Angel, seconded by Ms. White,

“that Mr. Filkin be nominated for the position of Chair of the Board of Governors for a one-year term of office effective September 1, 2011.”

Carried.

The Chair called for nominations for the position of Vice Chair.

It was moved by Mr. Pesant, seconded by Mr. Mir,

“that Mr. Kaye be nominated for the position of Vice-Chair of the Board of Governors for a one-year term effective September 1, 2011.”

Carried.

### Standing Committees

It was moved by Mr. Cloutier, seconded by Mr. Grieve,

“that the Board of Governors approves the 2011/2012 slate of Standing Committees as presented.”

Carried.

### Meeting Schedule

It was moved by Mr. Cloutier, seconded by Ms. White,

“that the Board of Governors approves the 2011-2012 meeting schedule as presented.”

Carried.

### Board Evaluation

Board members were asked to complete the Board Evaluation by June 17.

### Student Update

A Student Report was not provided.

### President’s Report

Dr. Zabudsky provided a brief overview of the President’s Report.

### Mississauga Campus Update

Following a brief update on the construction status of the Mississauga campus, it was noted that the project will be completed on time and within budget.

## **COMMITTEE CHAIR REPORTS**

### Executive Committee

Mr. Cloutier advised that the Committee met on May 18 via teleconference to discuss Board succession planning.

### Community Engagement

Mr. Pesant noted that the Committee had not met since the last Board meeting however, it had been proposed that a meeting be scheduled during the Summer to discuss the campaign cabinet.

Administrative Excellence Committee

**Audited Financial Statements**

Mr. Siu provided an overview of the Audited Financial Statements for the Year-ended March 31, 2011.

Mr. Nicholson provided an overview of the audit, noting that College had received a clean audit report.

It was moved by Ms. Bouey, seconded by Ms. Wayne,

“that the Board of Governors approves the Final Draft Audited Financial Statements for the year ended March 31, 2011.”

Carried.

**Reserve Fund Balances**

Mr. Siu reviewed the proposed changes to the reserve fund balances, resulting from GAAP final year end surplus.

It was moved by Mr. Filkin, seconded by Ms. Angel,

“that the Board of Governors approves the reserve fund balances as detailed in Appendix B”

Carried.

**CFIS Format Budget**

Mr. Siu noted that it is a Ministry requirement that the Board of Governors approves the CFIS format budget.

It was moved by Ms. Angel, seconded by Mr. Grieve,

“that the Board of Governors approves the CFIS Format Budget 2011/2012 as presented.”

Carried.

## **Mississauga campus Budget Update**

Mr. Siu noted that based on the actual expenditure to the end of May 2011, the project is expected to be under spent by approximately \$1,784,743. This amount includes a provision for contingency of \$1.5M.

Mr. Daljit was commended for his management of this project.

## **Budget Quarterly Report**

In reviewing the Budget Quarterly Report, Mr. Siu noted that in the draft summary report all strategic imperatives have been shown as "green". Of the 23 strategic investments, 18 were shown as "green", three as "yellow", one as "red" and one as "not applicable". He advised that the yellow and red items will be monitored and are expected to be back on track in the Fall.

## **Residence II – Trafalgar Campus**

Mr. Siu provided an overview of the tender process undertaken by the College in the spring to design, build, finance and manage a second residence at the Trafalgar campus. The review committee concluded that the contract should be awarded to CLC. Subject to Board approval, work will commence to develop a contract and MoU for the design, build, financing and management of the residence. This contract will also detail the use of a new conference facility. The residence is expected to be available for September 2012 occupancy.

Questions and subsequent discussion followed:

- It was noted that the College would be required to provide parking for the second residence
- In reference to a request to build the residence to a LEED Gold standard rather than LEED Silver, Mr. Parfeniuk advised that he would provide the Board with a report outlining the cost differential.

It was moved by Ms. Joyce, seconded by Ms. Angel,

"that the Board of Governors approves the appointment of the Campus Living Centre group to build and operate the Trafalgar Campus Residence II."

Carried.

### Program Approval

Ms. Angel noted that at their May 30 meeting, the Student Success and Academic Excellence Committee recommended to the Board approval of the Technology Fundamentals – Ontario College Certificate and Bachelor of Applied Arts – Film and Television programs.

It was moved by Ms. Angel, seconded by Mr. Kaye,

“that the Board of Governors approves the Technology Fundamentals – Ontario College Certificate program as presented.”

Carried.

It was moved by Ms. Angel, seconded by Mr. Mir,

“that the Board of Governors approves the Bachelor of Applied Arts – Film and Television program as presented.”

Carried.

### Governance Task Force Committee

Ms. Bouey noted that the majority of the projects assigned to the Task Force were complete, and that any outstanding items would be completed by the Executive Committee.

Ms. Bouey thanked the participants of the Task Force for their hard work and dedication to the completion of the Governance initiatives.

### By- Law Approval

This item was deferred to a future meeting

### In Camera Discussion

It was moved by Mr. Cloutier, seconded by Mr. Kaye,

“that the meeting move in camera”

Carried.

Guests were asked to leave the room for the "in camera" discussion.

Next Meeting

The next meeting is scheduled for September 28, 2011.

Adjournment

Mr. Cloutier thanked the Board for their support during his time as Chair.


On behalf of the Board, Dr. Zabudsky thanked Mr. Cloutier and other departing Governors for their dedication to the College.

It was moved by Mr. Pesant, seconded by Mr. Kaye,

"that the meeting adjourn."

Adjournment followed at 8:05 p.m.

  
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Rob Filkin, Chair

  
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Elizabeth Benson, Secretary