

## **THE SHERIDAN COLLEGE INSTITUTE OF TECHNOLOGY AND ADVANCED LEARNING**

### **BOARD OF GOVERNORS**

A meeting of the Board of Governors of The Sheridan College Institute of Technology and Advanced Learning was held on Wednesday, September 28, 2011 at 6:15 p.m. in room A402f, Hazel McCallion Campus, Mississauga.

Present: Mr. R. Filkin, Chair;  
Mr. B. Kaye, Vice Chair; Ms. E. Alguire; Mr. S. Acharjee; Ms. P. Alexander;  
Ms. H. Angel; Mr. P. Khangura; Mr. J. Lim; Mr. B. MacDougall; Ms. E. McGregor;  
Mr. S. Mir; Mr. R. Pilon; Ms. J. Wayne; Ms. S. White;  
Ex-Officio: Dr. J. Zabudsky, President and CEO;  
Treasurer: Mr. S. Parfeniuk, Vice President, Finance and Administration;  
Secretary: Ms. E. Benson;

Regrets: Mr. B. Pesant; Ms. B Tino;

Also present representing:

College Executive Committee: Dr. M. Preece, Senior Vice President, Academic and Research;  
Ms. C. Berge, Director, Human Resources and Organizational Development; Mr. I. Marley, Vice President, Student Affairs and Enrolment Management

### **CALL TO ORDER**

The Chair welcomed new Board members and called the meeting to order at 6:06 p.m.

### **APPROVAL OF AGENDA**

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

“that the agenda be approved as presented.”

Carried.

### **CHAIR REMARKS**

#### Conflict of Interest

In response to the Chair’s query, a potential conflict of interest was declared by Ellen McGregor. She advised that she is a member of the President’s Advisory Committee at the University of Toronto. It was noted that the Advisory Committee is not a governance body. Following discussion, it was agreed that Ms. McGregor’s participation in the Committee did not pose a conflict of interest at this time, but would be revisited in the future, as required.

## Approval of Minutes

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

“that the minutes of the June 13, 2011 Board of Governors meeting be approved as presented.”

Carried.

## Orientation

### **Terms of Reference**

The Chair briefly overviewed the Board’s Terms of Reference, noting that the Board of Governors has responsibility for the stewardship of Sheridan by establishing appropriate governance and risk management strategies to ensure the institution’s strategic objectives and outcomes are met, its assets are protected and its long-term growth and sustainability are assured.

Mr. Filkin asked that all Governors review the Terms of Reference and forward any comments or concerns to Ms. Benson. Any suggested revisions to the Terms of Reference will be presented to the Board for discussion at a future meeting.

### **Code of Ethical Conduct**

The Chair reviewed the Code of Ethical Conduct, outlining the scope, duties, commitments and compliance detailed in the document. Following discussion, all Board members were asked to sign the Code. It was noted that Board members will be required to sign the Code of Ethical Conduct on an annual basis.

### **College Ontario Orientation**

The Board was advised that the College Ontario Orientation Session is scheduled for Saturday November 26 in Toronto.

## Board Evaluation

Mr. Filkin provided a summary of the results of the 2011 Board Evaluation. In response to the request for additional Board orientation, he noted that educational sessions will be scheduled prior to each Board meeting, on topics such as the College’s vision, academic programming and the funding model.

### Student Update

In his update, Mr. Lim noted that students were enjoying the newly renovated spaces at both the Davis and Trafalgar campuses.

## **PRESIDENTS REPORT**

Dr. Zabudksy provided an overview of the President's Report provided with the agenda package.

## **COMMITTEE CHAIR REPORTS**

### Executive Committee

A report was provided during the Orientation section of the meeting.

### Community Engagement

A report was not provided.

### Student Success and Academic Excellence

A report was not provided.

### Administrative Excellence

Mr. Kaye noted that former Board members, Mr. Bryan Dawson and Ms. Kathy Bouey, have agreed to act as resource members to the Academic Excellence Committee for the 2011/2012 year.

Mr. Parfeniuk provided an overview of the report outlining the Davis campus C-wing construction contract award. Detailed information was provided regarding the CCDC2 tendering process.

Discussion and subsequent questions followed:

- It was noted that a project manager will be assigned to this initiative, to help ensure that it is completed in a timely manner and within budget
- It was noted that Giffels Construction built the AA wing at the Trafalgar Campus

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

“that the Board of Governors approves the awarding of the construction contract of the Davis Campus C-wing addition to Giffels Construction in the amount of \$7,692,000.

Carried.

## **ADJOURNMENT**

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

“that the meeting adjourn”

Carried.

Adjournment followed at 8:15 p.m.

  
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Robert Filkin, Chair

  
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Elizabeth Benson, Secretary