

# **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 18, 2013 at 4:00 p.m. in the President's Boardroom, Trafalgar Campus, Oakville.

Present: Mr. B. Dawson, Chair;  
Ms. P. Alexander; Ms. N. Heath; Dr. W. Holmes; Mr. A. Jha; Ms. L. Kondo;  
Mr. C. Lopes; Mr. S. Mir (via teleconference); Mr. B. Nicholson; Mr. B. Pesant;  
Ms. B. Tino;  
Ex Officio: Dr. J. Zabudsky, President and CEO;  
Treasurer: Mr. S. Parfeniuk, V.P. Finance and Administration;  
Secretary: Ms. E. Benson;

Regrets: Ms. S. White; Mr. B. MacDougall; Mr. V. Oh; Mr. B. Kostenko; Mr. K. Jeganathan;  
Ms. E. McGregor;

Guests: Dr. M. Preece, Provost and Vice President, Academic;  
Ms. C. Berge, Vice President, Human Resources and Organizational  
Development;  
Mr. I. Marley, Vice President, Student Affairs and Enrolment Management;  
Ms. L. Piccolo, Vice President, Advancement and External Relations;  
Ms. A. Abiscott; Legal Counsel.

### **CALL TO ORDER**

The Chair welcomed those present and called the meeting to order at 4:06 p.m.

### **WELCOME / INTRODUCTIONS**

The Board held a brief round table discussion to welcome new Board members.

### **APPROVAL OF THE AGENDA**

It was moved by Mr. Pesant, seconded by Ms. Tino,

“that the agenda be approved as presented.”

Carried.

## **NEW BRAND PRESENTATION**

Ms. Piccolo provided an overview of the College's new brand initiative, officially being launched in October.

## **DECLARATION OF A CONFLICT OF INTEREST**

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

## **CONSENT AGENDA**

It was moved by Ms. Kondo, seconded by Ms. Alexander,

"that the Consent Agenda be approved as presented."

Carried.

The following item was included in the Consent Agenda for approval:

- Board of Governors Minutes – June 5, 2013

## **CHAIR'S REMARKS**

### Orientation

Mr. Dawson conducted a Board orientation session, highlighting the following topics:

- Board of Governors mandate
- Consent Agenda
- Conflict of Interest
- Code of Ethical Conduct

Questions and subsequent discussion followed, specific to Consent Agenda procedures. In concluding the presentation, Mr. Dawson reminded the Board that all Governors are required to sign the Code of Conduct and are requested to do so by the October 23 Board meeting. Any questions or concerns regarding the Document should be sent to Ms. Benson.

### Board of Governors Terms of Reference

Mr. Dawson referred the Board to the Terms of Reference document and noted that a review of the Terms is conducted on an annual basis, both at the Board and sub-committee levels. The Board was asked to review the document and forward any comments or revisions to Ms. Benson prior to the October 23 meeting. Any proposed amendments to the Terms of Reference will be discussed at the October meeting.

## Colleges Ontario Conference – Higher Education Summit

Ms. Benson provided an overview of the annual Colleges Ontario Conference, “The Higher Education Summit”, held in November at the Royal York Hotel in Toronto. Any Board members wishing to attend the conference were asked to contact Ms. Benson.

## Election of Vice Chair

Mr. Dawson noted that the position of Vice Chair has remained vacant for more than a year and the Executive Committee discussed the need for that position to be filled. After reviewing prospective candidates for the position, the Executive Committee has recommended Mr. Pesant for the role of Vice Chair.

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

“that Mr. Pesant be nominated for the role of Vice Chair, for a period of one year effective September 18, 2013.”

Carried.

There being no further nominations, Mr. Pesant was appointed as Vice Chair.

## Long Service Employee Tribute

Mr. Dawson referenced the invitation to the Long Service Employee Tribute scheduled for November 14, 2013 at the Mississauga Convention Centre and encouraged the Board to attend the event.

## Student Update

Mr. Lopes provided a brief update on the new academic year, noting that the Hazel McCallion campus is in its third year, the campus is full and student engagement in activities is increasing. He also noted that the student orientation sessions were very well attended. In concluding his report Mr. Lopes advised that the campus bus initiative has proven to be very successful.

## **PRESIDENT’S REPORT**

### Update from President

Dr. Zabudsky provided a brief overview of his report, highlighting the following areas:

- Employee Welcome Back Event held in August
- Completion of Trafalgar Residence II
- Ministry update specific to work on strategic management agreements and differentiators

- Guest speaker at the Heart Lake Rotary Club
- Proposal to establish an ad-hoc sub-committee of the Board related to Governance matters. This sub-committee would continue the work initiated by the Governance Engagement Team.

It was moved by Mr. Jha, seconded by Mr. Nicholson,

“that the Board of Governors approves the establishment of an ad-hoc Governance Committee”.

Carried.

### Capital Projects Update

Mr. Parfeniuk provided a status update on various capital projects, including the Hazel McCallion Campus Phase II and the second residence building at Trafalgar campus.

### Enrolment Update

Mr. Marley provided a brief status update on enrolment, and noted that a more formal “Day 10” Enrolment Report would be presented next month to the Student Success and Academic Excellence Committee.

### **NEXT MEETING**

The next meeting is scheduled for October 23, 2013.

### **ADJOURNMENT**

It was moved by Mr. Pesant,

“that the meeting adjourn.”

Adjournment followed at 6:00 p.m.

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Bryan Dawson, Chair

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Elizabeth Benson, Secretary