

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, June 3, 2015 at 4:00 p.m. in the President's Boardroom, Trafalgar Campus, Oakville.

Present: Mr. B. Dawson, Chair;
Ms. P. Alexander; Mr. S. Boone; Mr. T. Depascal; Mr. T. Grifferty; Ms. N. Heath;
Dr. W. Holmes; Ms. L. Kondo; Mr. B. Kostenko; Mr. B. Nicholson; Ms. B. Tino;
Ms. V. Wang;
Ex Officio: Dr. J. Zabudsky, President and CEO;
Treasurer: Mr. S. Parfeniuk, Vice President, Finance and Administration;
Secretary: Ms. E. Benson;

Regrets: Ms. S. White; Mr. S. Mir; Mr. V. Oh; Mr. A. Jha;

Also present representing:

KPMG:

Mr. J. Pryke; Ms. D. Provencher;

Sheridan College:

Dr. M. Preece, Provost and Vice President, Academic;

Ms. L. Piccolo, Vice President, Advancement and External Relations;

Ms. A. Abiscott, Legal Counsel and Information and Privacy Officer;

Ms. J. Faught, Associate Director, Financial Services.

CALL TO ORDER

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

APPROVAL AGENDA

A request was made to add the following item under "Chair's Remarks":

- Student Report

It was moved by Ms. Alexander, seconded by Mr. Grifferty,

"that the agenda be approved as amended."

Carried.

DECLARATION OF CONFLICT OF INTEREST

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

CONSENT AGENDA

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

"that the consent agenda and all recommendations contained therein be approved as presented."

Carried.

The following items were included in the consent agenda for approval:

- Admission Policy
- Academic Standing Policy
- Student Success and Academic Excellence Committee Terms of Reference
- Administrative Excellence Committee Terms of Reference
- Governance Committee Terms of Reference
- Board of Governors Terms of Reference
- Executive Committee Terms of Reference

ELECTION OF BOARD CHAIR 2015/16

As indicated in the communication sent to the Board on May 26, 2015, the incumbent Chair, Mr. Dawson, had provided notice of his intention to seek reappointment as Board Chair for a one-year term effective September 1, 2015. Mr. Dawson was nominated by Ms. Tino.

As no further nominations were made, Mr. Dawson was acclaimed as Board Chair.

CHAIR'S REMARKS

Proposed Standing Committees 2015/16

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

"that the Board of Governors approves the 2015/16 Standing Committees as presented."

Carried.

Meeting Schedule 2015/16

It was moved by Mr. Depascal, seconded by Dr. Holmes,

“that the Board of Governors approves the 2015/16 meeting schedule as presented.”

Carried.

College Centre of Board Excellence – Advanced Good Governance Certificate of Completion

Mr. Dawson presented Ms. Heath with her Advanced Good Governance Certificate of Completion.

Student Report

Ms. Wang provided a brief update on student activities at each of the campuses.

SHERIDAN COLLEGE BY-LAWS / CODE OF ETHICAL CONDUCT

It was noted that no further amendments had been made to the draft College By-Laws presented at the May 20 Board meeting.

It was moved by Mr. Gifferty, seconded by Mr. Depascal,

“that the Board of Governors approves the Sheridan College By-Laws as presented.”

Carried.

It was moved by Ms. Alexander, seconded by Mr. Kostenko,

“that the Board of Governors approves the Code of Ethical Conduct as presented.”

Carried.

DRAFT AUDITED FINANCIAL STATEMENTS FOR THE YEAR-ENDED MARCH 31, 2015

Mr. Parfeniuk and Mr. Pryke provided an overview of the draft audited financial statements and the following supporting documents:

- 2014/15 Year-End Surplus Analysis
- Restricted Reserves
- Audit Findings Report and Management Letter
- College System Financial Sustainability Metrics
- 2015/16 Statement of Revenue and Expenditure

Mr. Parfeniuk noted that the Administrative Excellence Committee had recommended approval of the audited financial statements at their meeting on May 28, 2015.

Questions of clarification and subsequent discussion followed.

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

“that the Board of Governors approves the audited financial statements for the year ended March 31, 2015 as presented.”

Carried.

CFIS BUDGET 2015/16

Mr. Parfeniuk noted that the 2015/16 budget had been approved previously by the Board and that the document provided is a restatement of that budget in CFIS budget format.

It was moved by Mr. Grifferty, seconded by Mr. Boone,

“that the Board of Governors approves the 2015/16 CFIS budget as presented.”

Carried.

TRAFALGAR CAMPUS MASTER SITE PLAN

Mr. Parfeniuk reviewed the highlights of the proposed Trafalgar Campus Master Plan, including plans to construct a Welcome Centre at the main entrance as well as a new theatre facility. He noted that pending Board approval, the Site Plan would be submitted to the Town of Oakville.

Questions and subsequent discussion followed. It was noted that this approval was for the Site Plan only. The construction of any of the facilities proposed in the Site Plan would require further approval by the Board.

It was moved by Mr. Boone, seconded by Mr. Depascal,

“that the Board of Governors approves the Trafalgar Campus Master Site Plan as presented.”

Carried.

APPOINTMENT OF ARCHITECTS – HAZEL MCCALLION CAMPUS PHASE 2A (STUDENT CENTRE)

Mr. Parfeniuk provided highlights of the report included with the agenda package, noting that the Administrative Excellence Committee made a recommendation for approval at their meeting on May 28, 2015.

Mr. Parfeniuk noted that both Moriyama Teshima and Montgomery Sisam Architects designed Phase 2 of the Hazel McCallion Campus, which is currently under construction, and it was recommended that they continue to design Phase 2A. Once the design of Phase 2A has been completed, a comprehensive report on cost and funding will be presented to the Administrative Excellence Committee and Board of Governors for approval.

It was moved by Mr. Depascal, seconded by Ms. Kondo,

“that the Moriyama Teshima and Montgomery Sisam Architects be appointed for the Hazel McCallion Campus Phase 2A – Student Centre project.”

Carried.

RECRUITMENT

It was moved by Ms. Kondo, seconded by Mr. Nicholson,

“that the meeting move in camera.”

Carried.

The meeting was in camera from 5:40 p.m. to 5:47 p.m.

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

“that the Board of Governors approves the appointment of Ms. Tanya Leedale to the Board for a three-year term effective September 1, 2015.”

Carried.

NEXT MEETING

The next meeting is scheduled on September 23, 2015.

ADJOURNMENT

It was moved by Mr. Grifferty,

“that the meeting adjourn.”

Carried.

Adjournment followed at 5:50 p.m.

Bryan Dawson, Chair

Elizabeth Benson, Secretary