
THE SHERIDAN COLLEGE INSTITUTE OF TECHNOLOGY AND ADVANCED LEARNING

BOARD OF GOVERNORS

Minutes of a meeting of the Board of Governors of The Sheridan College Institute of Technology and Advanced Learning was held on Wednesday, April 25 at 8:30 am in the Creativity Gallery at the Hazel McCallion campus in Mississauga.

Present: S. Boone, Chair; J. Fleming, Vice Chair;
J. Rivard; T. Leedale; B. Kostenko; P. Willis; P. Dhoot; C. Bennett; M. Kukhta; P. Willis; N. Heath;
Ex Officio: M. Preece, President and Vice Chancellor
Treasurer: W. Steffler, VP Finance and Administration and CFO
Secretary: A. Abiscott
Resources: J. Morrison; M. Mascarin

Recorder: J. Hinchliffe

Guests: S. Siu; J. Mackay

Regrets: T. Depascal; V. Oh

Call to Order

The Chair welcomed those present and called the meeting to order at 8:43 am.

Approval of the Agenda

It was moved by J. Rivard, seconded by P. Willis,

THAT the Board of Governors agenda for April 25, 2018 be approved as presented.
Carried.

Declaration of Conflict of Interest

In response to the Chair's query, there were no declarations of conflict of interest.

Approval of the March 8, 2018 Meeting Minutes

It was moved by J. Fleming, seconded by J. Rivard,

THAT the Board of Governors meeting minutes from March 8, 2018 be approved as presented.
Carried.

New Board Secretariat

M. Preece addressed the membership regarding a change in governance for the Board. The proposed new Governance Secretariat was tabled at the Governance Committee on April 23. A. Abiscott has been appointed General Counsel and Secretary of the Board of Governors. J. Hinchliffe will be the Assistant Secretary of the Board of Governors.

M. Preece advised that A. Abiscott will be going on leave beginning in June. A contract General Counsel with experience in Governance will be in place to manage Board governance during A. Abiscott's absence.

It was moved by J. Rivard, seconded by B. Kostenko,

THAT the Board of Governors approves the appointment of A. Abiscott to the role of General Counsel and Secretary of the Board of Governors.

Carried.

Governance Committee

T. Leedale has stepped down from the Chair role on the Governance Committee. J. Fleming has put forward his nomination to stand as Chair in place of T. Leedale with a term ending at the end of fiscal year.

It was moved by N. Heath, seconded by P. Willis,

THAT the Board of Governors approves the appointment of J. Fleming to the role of Chair on the Governance Committee, replacing T. Leedale until the end of the fiscal year.

Carried.

The Governance Committee Terms of Reference have been revised to acknowledge the role of the Secretary of the Board.

It was moved by P. Willis, seconded by M. Kukhta,

THAT the revisions to the Governance Committee Terms of Reference be approved as presented.

Carried.

J. Fleming recognized S. Boone for his leadership as Board Chair. J. Fleming updated the Board on the Governance proposed work plans for the next year. Plans include managing the existing vacancies on the Board including LGIC designations, developing a candidate recruitment and screening process and use of a competency Matrix to properly profile skills and competencies needed on the Board. The plan also includes a review of the structure of existing committees to ensure a strategic fit with the college. There will be updates to the website and the implementation of a new portal in the future.

Competitive Bid Process (NBRFP 18-17) (Information)

W. Steffler shared the results of a competitive bid process to replace specific components of the college's existing core, distribution and edge networking equipment with newer equipment. The report was tabled for information. The equipment will be purchased outright. IT operating budget is being used to support this refresh.

The bid was signed by S. Boone after proper due diligence on behalf of staff and senior leadership. This process would typically take place with the Finance, Audit and Property Committee but due to time constraints, was signed by the Chair.

Budget Process Update (Information)

W. Steffler advised the Board that messaging to the budget holders of the college has been to stay within the budget given in 2017/2018 but to move forward with plans for hiring and capital projects that are time sensitive. W. Steffler confirmed that there is enough revenue to meet the increase in expenses.

Investment Policy Review (Information)

W. Steffler advise the Board that quotes were received from investment consultants who could assist with investment quality and endowments. Recommendations will be brought to the Board at a future meeting. Risk appetite and tolerance will be addressed with this process.

P. Willis suggested creating an investment committee that could include external community members. W. Steffler confirmed that no such committee exists and that a possible governance structure would be discussed in the report.

Other Business

P. Willis requested having a presentation on campus security at an upcoming Board meeting. B. Kostenko suggested that the presentation also include a disaster recovery plan.

A. Abiscott advised that a Doodle Poll will be circulated to determine Board member's preference for timing of meetings. Timing will also be considered for assuring optimal meeting attendance at all Board meetings.

J. Hinchliffe will be in touch with Board members for participation in the Spring Convocation and to update member contacts.

Meeting Adjournment

There being no further business, the meeting was adjourned at 9:18 am.