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THE SHERIDAN COLLEGE INSTITUTE OF TECHNOLOGY AND ADVANCED LEARNING

MINUTES OF A MEETING OF BOARD OF GOVERNORS

November 13, 2019

8:30 AM – 10:30 AM

Trafalgar Conference Centre

Present: J. Fleming, Chair; D. Hampton-Davies, Vice Chair  
S. Boone; T. Leedale; M.E. Hofstetter; P. Palermo; T. Depascal; S. Paquette; M. Rubinoff  
(via teleconference); S. Abd El-Sayed; M. Dubé; J. Rivard

Regrets: M. Gill

Ex Officio: J. Morrison, President and Vice Chancellor

Treasurer: W. Steffler, VP Finance and Administration and CFO

Recorder: J. Hinchliffe

Guests: T. Smith; C. Altilia; J. Vallentin; J. Ngobia; K. Lemoine; R. Piper; Y. Katz; S. Sharma; L. Kennedy; M. McCollum; D. McKerrall; R. Dewey

**1. Call to Order**

The Chair welcomed those present and called the meeting to order at 8:31 am.

**2. Approval of Agenda**

The consent agenda was removed. The following items were added to the agenda:

- Board Minutes of September 11, 2019
- Fundraising and Gift Acceptance Policy and Naming Opportunities Policy

It was moved by D. Hampton-Davies, seconded by S. Abd El-Sayed;

Be it resolved:

THAT the Board of Governors agenda for November 13, 2019 be approved as amended.

Carried.

**3. Chair's Remarks**

J. Fleming advised that the intentional impact survey results will be discussed at the next Governance and People Committee meeting. Governors were reminded of the upcoming Higher Education Summit happening November 30-December 2 and the Long Service Awards dinner is scheduled November 14, 2019.

**4. Declaration of Conflict of Interest**

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

**5. Mission Moment: Davis Campus Project**

S. Sharma, Associate Dean, Community Citizenship, Student Leadership and Engagement, presented an overview of the Davis Campus Project. The project focused on building a culture of citizenship and inclusion through meaningful student engagement with a focus on international students.

**6. Board Education: “Give Back” Strategy**

K. Lemoine, Director, Community Engagement and Stakeholder Relations, presented the “Give Back” Strategy. J. Fleming requested that each Governor have a conversation with the VP, External Relations and Director of Community Engagement to discuss where they could provide impact with the strategy. J. Morrison shared an opportunity for female Governors to join the Home Suite Hope mentoring program.

**7. President’s Report**

J. Morrison presented a high-level overview of activities and projects currently underway at Sheridan including:

- Strategic Mandate Agreement (SMA)
- Reforming Senate Terms of Reference
- Recent presentation to Brampton City Council

Brampton community engagement will be a topic of discussion at the January Board meeting.

**8. Minutes of the September 11, 2019 meeting**

An adjustment was made to the minutes of May 29, 2019, item 10, Compliance Attestation motion. Management Certification of Compliance should be accepted rather than approved.

It was moved by M. Hofstetter, seconded by S. Boone;  
Be it resolved:

THAT the May 29, 2019 motion for Management Certification of Compliance will be amended to read: *THAT the Board of Governors accepts the Management Certification of Compliance dated May 29, 2019 as presented and in Appendix 1 of the attached report.*

Carried.

It was moved by S. Paquette, seconded by D. Hampton-Davies;  
Be it resolved:

THAT the minutes of September 11, 2019 be approved as adjusted.

Carried.

**9. Fundraising and Gift Acceptance Policy and Naming Opportunities Policy**

The definition of “Members of Sheridan” will be revised to include the Board of Governors. Summary sheets tracking the changes will be included with policy submissions going forward.

It was moved by S. Abd El-Sayed, seconded by T. Leedale;

THAT the Board approves of the updates to the two Fundraising Policies (Fundraising and Gift Acceptance Policy, and Naming Opportunities Policy) as presented; and the removal of the Gift Acceptance/Receipting Procedure.

Carried.

**10. Program Cancellations**

Y. Katz, Vice Provost, Academic, presented recommendations for program cancellations.

It was moved by P. Palermo, seconded by T. Depascal;

Be it resolved:

THAT the Board of Governors approves the permanent cancellation of the Applied Photography diploma and Accounting in Canada for International Trained Accountants.

Carried.

**11. Standards and Practices for Professional Advisory Councils**

Input from community and industry leaders on programs and trends is often provided through Professional Advisory Councils (PAC). The regulatory framework and current practices for Professional Advisory Councils were reviewed to maximize and optimize the value of PAC members' impact.

It was moved by M. Hofstetter, seconded by P. Palermo;

Be it resolved:

THAT the Board of Governors approves the revised Standards and Practices for Professional Advisory Councils as presented.

Carried.

**12. Sexual Violence Policy**

S. Sharma and L. Kendall, Sexual Violence Response Specialist, presented the Sexual Violence Policy. A friendly amendment was made to include "at the time of disclosure" to section 5, overarching principle, item F. It was noted that item 8, disclosure, Governors and volunteers are not included. The suggestion was accepted.

It was moved by S. Boone, seconded by P. Palermo;

Be it resolved:

THAT the Board of Governors approves the Sexual Violence Policy as presented.

Carried.

**13. Q1 Budget Review and Financial Forecast**

W. Steffler presented the first quarter budget review and financial forecast. No questions were asked.

**14. Disbursement of Endowment Funds**

The disbursement of endowment funds is related to the recently approved Investment Policy and provides more transparency and oversight on college investments. Strategic Enrolment Management (SEM) will be considering where best to support students. \$3 million-dollar disbursement is equivalent to 5% payout rate. Investment management will be brought to the Board to discuss long term goals and setting of sustainable payout rates.

It was moved by T. Depascal, seconded by M. Hofstetter;

Be it resolved:

THAT the Board of Governors approves the total maximum disbursement for scholarships, awards and bursaries from the endowment funds to be set at \$3 million for 2020-2021.

Carried.

It was moved by T. Leedale that the meeting moves in camera.  
Guests departed the room.

**15. IN CAMERA: HMC2A Project Update**

The meeting moved out of camera.

It was unanimously approved;

**16. IN CAMERA**

The meeting moved in camera.

**17. Adjournment**

Having no further business, the meeting concluded at 10:44 am.