MINUTES OF A MEETING
BOARD OF GOVERNORS
December 1, 2021
8:30 – 11:00 am
Microsoft Teams

Present: D. Hampton-Davies, Board Chair (External Governor), M. Hofstetter (External Governor), V. Varma (External Governor), B. Dosunmu (External Governor), C. Ezeokafor (External Governor), A. Coats (External Governor), A. Minott (External Governor), S. de Eyre (External Governor), S. Cumming (Internal Governor), S. Abd El-Sayed (Internal Governor), M. Szablowski (Internal Governor), S. Sharma (Internal Governor)

Regrets: K. Mann (External Governor), R. Poulton (External Governor), J. Fleming, Past Chair (External Governor)

Ex Officio: J. Morrison, President and Vice Chancellor

Secretary: R. Sandhu, General Counsel, Corporate Secretary and Special Advisor to the President

Recorder: J. Hinchliffe, Secretary of the Board

Guests: R. Piper, VP Human Resources;
              T. Smith, EA to the President, Secretary to the Advisory Council,
              C. Szustaczek, VP External Relations, C. Altilia, Provost and VP Academic,
              J. Ngobia, VP Inclusive Communities, J. Cockton, Observer

1. Call to Order
Meeting was called to order at 8:30 am.

2. Approval of Agenda
It was moved by A. Coates, seconded by S. Abd El-Sayed;

Be it resolved:
   THAT The Board of Governors approve the agenda for December 1, 2021 as presented.
      Carried.

3. Declaration of Conflict of Interest
In response to the Chair's query, no conflicts of interest were raised.

4. Approval of Minutes from October 20, 2021.
It was moved by C. Ezeokafor, seconded by V. Varma;

Be it resolved:

THAT the Board of Governors approve the minutes from October 20, 2021 as presented.

Carried.

5. **Chair's Remarks**

The Chair shared highlights of the last year including:
- Items on the agenda have been tagged present and future focused;
- Governance review and dissolution of Senate;
- Increased focus on alternative revenue generation opportunities;
- Greater in person presence on campus in January;
- Welcoming new Board members and acknowledging leadership around the table;
- Goals as Chair includes a push toward strategic mindset and creating more networking opportunities for Board members;
- Board participation in support of the Sheridan Student Emergency Fund.

6. **President's Report**

The President and Vice Chancellor provided updates on the following items:
- Virtual town hall November 2, 2021
- Fall convocation November 10, 2021
- Reaffirming commitment to Indigenous education with flag raising on November 23, 2021
- Pop-up shops at Hudson Bay stores in Oakville, Brampton and Mississauga in support of Sheridan Student Emergency Fund
- Dr. Ed Sykes awarded Synergy Award for Innovation by the National Sciences and Engineering Research Council of Canada
- Theatre Sheridan returns for a 49th season
- Professor Alexander Hollenberg made the CBC's prestigious national Poetry Prize longlist
- Renee Devereaux selected as a CivicAction DiverseCity Fellow
- Introduction of Sheridan Works, an experiential learning platform. Students, alumni and employers can connect on career and job-related activities

7. *Governance and People Committee Terms of Reference*

The Board received the updated Terms of Reference for the Governance and People Committee. All committee Terms of References will be updated over the course of the Board term.

It was moved by M. Hofstetter, seconded by S. Abd El-Sayed;

Be it resolved:

THAT the Board of Governors approve the Terms of Reference for the Governance and People Committee as presented.

Carried.

8. **Board Leadership Roles Terms of Reference**

This document will be included as a resource for Board members and will be included in orientation packages for new Governors.

It was moved by M. Hofstetter, seconded by M. Szablowski;

Be it resolved:

THAT the Board of Governors approve the Terms of Reference for Board Leadership Roles as presented.

Carried.

9. **Policy One Revisions**

The Board can anticipate receiving the following policies during the 2021-2022 term:
- Procurement Policy
- Execution of Documents
- Sexual Violence

Board policies to be brought forward in the 2022-2023 term:
- Whistle-blower policy
- Expenses Policy

A multi-year workplan for future policy reviews will also be shared. The Board suggested that student feedback should be considered when revising policies directly impacting students.

It was moved by M. Hofstetter, seconded by A. Coates;

Be it resolved:

THAT the Board of Governors approve the Policy One document in accordance with the revised policy development process at Sheridan.

Carried.

10. **Q2 Budget Update**

The second quarter update was provided to the Board. A deficit of $14M is still projected. Enrolment recovery, international enrolment diversification and increase sector competition were highlighted.

An increased focus from the government on early childhood educators is anticipated. This could positively impact our domestic enrolment numbers. The Board discussed university partnerships and graduate pathways.

11. **2021-2022 Winter Fees Revision**

Fees for 2021-2022 were originally approved based on 100% in person learning. Reductions have been proposed due to hybrid and remote learning that will be taking place.

It was moved by S. Abd El-Sayed, seconded by C. Ezeokafor;

Be it resolved:

THAT the Board of Governors approve the changes to the Sheridan winter 2022 term program fees as presented in Appendix 1 of this report.

AND

THAT the Board of Governors approve the introduction of the *OneCard* fee in the amount of $0.16 per course hour for Continuing and Professional Studies students starting in winter 2022.

Carried.

12. External Audit Plan

The external audit plan developed by BDO was presented. BDO noted a seamless handover from the previous auditors. The Board inquired about document ownership. Ownership of the documents relates to the working papers prepared by BDO in the process of completing their audit.

It was moved by A. Coates, seconded by M. Hofstetter;

Be it resolved:

THAT the Board of Governors approve the External Audit Plan for 2021-2022 as presented.

Carried.

The public portion of the agenda concluded, and the meeting moved in camera at 9:51 am. Meeting observers departed.

13. Enterprise Risk Management Update

An update on the enterprise risk management program was provided in camera.

14. Inclusive Communities Update

The inclusive communities update was shared in camera.

15. In Camera with and without management

An in-camera discussion with management was held. Following the discussion, guests and members of management departed the meeting. An in-camera discussion without management was held.

16. Adjournment

Having no further business, the Board meeting was adjourned at 10:56 am.