

APPROVED

BOARD OF GOVERNORS MEETING MINUTES

MINUTES OF THE MEETING NUMBER FIVE HUNDRED AND FOURTY OF THE BOARD OF GOVERNORS OF ALGONQUIN COLLEGE, HELD ON MONDAY, JUNE 3, 2024 AT 4:00 PM AT THE OTTAWA CAMPUS IN BUILDING T, ROOM T102 ABC.

<p><u>Present:</u> Anthony Pollard Bharat Rudra Brandon Wong-Dearing Claude Brulé, President & CEO Gabrielle Berard Jamie McCracken, Board Chair Jeff Darwin Julia Fortey Michele Bellows Robert Harvey Rodney Wilson Shaun Denis Stephen Tudor, Board Vice Chair Tanya Buckley Wadhah Al-monaifi</p> <p><u>Recorder:</u> Victoria Tiqui-Sanford, Senior Executive Assistant, Board of Governors Wendy Eastwood, Executive Support Clerk, Board of Governors</p>	<p><u>Algonquin College Executive Team:</u> Chris Janzen, Senior Vice President, Academic Diane McCutcheon, Vice President, Human Resources Duane McNair, Vice President, Finance & Administration Laura Stanbra, Vice President, Student Services Mark Savenkoff, Vice President, Advancement & Strategy Tracy McDougall, Director, Communications & President’s Office</p> <p><u>Presenters/Guests:</u> Adam Shane, Chair, Applied Science & Environmental Technology Emily Woods, Director, Corporate Planning Grant Perry, Chief Financial Officer Krista Pearson, Registrar and Business Co-Lead of the R3 Project Lois Pollock, Executive Technical Lead and Business Co-Lead of the R3 Project Ryan Southwood, Executive Director, Facilities Management Scott Gonsalves, Director, Strategy and Planning</p> <p><u>External Guest Presenters:</u> Vikas Bhardwaj, Associate Partner, Gartner Consulting Curtis Sawyer, Senior Director, Gartner Consulting</p> <p><u>Changemaker Awards Presenters:</u> Julie Beauchamp, Dean, School of Business</p> <p><u>Students:</u> Shruti Savni, Daniela Estupinan, Mitra Farokhpourlangroudi, Sanu Varghese Philip, Tejas Ranpara, Arya Sudarsanan, Saara Sayed Maknojia, Namandeep Singh, and Dane Ly</p>
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WELCOME REMARKS

Governor McCracken, Board Chair, welcomed members and observers to the meeting at 4:00 p.m. and offered a land acknowledgement.

Introduced in coming board members

0. CONSTITUTION OF THE MEETING & APPROVAL OF THE AGENDA

Governor McCracken, Chair Board of Governors, constituted the meeting at 4:00 p.m. and asked whether any Governors wished to remove or add an item to the agenda. No item was removed or added.

RESOLUTION

MOVED & SECONDED: S. Tudor & T. Buckley

THAT the Board of Governors approves the meeting agenda June 3, 2024.

CARRIED.

1. Celebrating Success – Changemaker Award: Community Volunteer Income Tax Program

C. Janzen, Senior Vice President, Academic introduced J. Beauchamp, Dean, School of Business...

Governor McCracken, Chair of the Board of Governors, and C. Brulé, President and CEO extended their sincere congratulations to the students for their hard work and presented them with the Changemaker Award certificate.

2. DECLARATION OF CONFLICT OF INTEREST

Governor McCracken asked members to declare any conflicts of interest with items on the agenda. No conflict of interest was declared.

3. APPROVAL OF PREVIOUS MEETING MINUTES AND THE CONSENT AGENDA

3.1 Minutes of the Board of Governors' meeting of April 22, 2024

Approval of the Board of Governors meeting minutes of April 22, 2024.

RESOLUTION

MOVED & SECONDED: T. Pollard & J. Darwin

THAT the Board of Governors approves the meeting minutes of April 22, 2024.

CARRIED. 7.2 reflect in minutes Rodney's comment

4. COMMITTEE REPORTS

4.1 Board Executive Committee Report (verbal)

Governor McCracken provided members with a verbal report of agenda items discussed at the May 28, 2024 Board Executive Committee meeting. Meeting highlights included:

- 2024 External Governors Recruitment - Final Update
- 2024 Internal Election – Academic Representative
- 2024-25 Board Officer Position and Committee Memberships – FINAL
- 2024 Spring Board Retreat Survey Results
- 2024 Fall Board Retreat Planning (September 29, 2024)

- Board Members' Generative Discussions Opportunities
- 2023-24 President's Performance Review Process
- Board Executive Committee Retreat Agenda– June 7, 2024
- June 3, 2024, Board of Governors Meeting Agendas

Members accepted this report for information.

4.2 Academic & Student Affairs Committee Report

Members accepted this report for information. Governor Wilson provided additional details on agenda items presented at the May 7, 2024 Committee meeting.

Members accepted this report for information.

1. Appendix A: Transmittal Program Suspension – Hairstyling and Esthetics Program

J. Beauchamp provide a detailed presentation....

Questions from Governors were answered.

RESOLUTION

MOVED & SECONDED: R. Wilson & G. Berard

THAT the Board of Governors receive for information the Program Costing for Fiscal Year 2022-23, for the Hairstyling Ontario College Diploma (1104X), Hairstyling Apprentice (0348X), Esthetician Ontario College Diploma (1103X) and AC Salon and Spa cluster, as well as the full review of remediation options for the cluster.

AND

THAT the Board of Governors approves of the suspension of the Hairstyling Ontario College Diploma (1104X) and Esthetician Ontario College Diploma (1103X) programs effective Winter 2025 with the intent to cancel, subsequent to existing cohort teach-out.

OPPOSED: R. Harvey, W. Al-monaifi, B. Wong-Dearing

CARRIED

2. Appendix B: Transmittal New Program Proposal: Indigenous Studies Foundations – Inuit, Métis, and First Nations, Ontario College Certificate

Questions from members were answered.

RESOLUTION

MOVED & SECONDED: R. Wilson & S. Tudor

THAT the Board of Governors approve the Indigenous Studies Foundations – Inuit, Métis, and First Nations, Ontario College Certificate effective Fall 2025.

OPPOSED: R. Harvey

CARRIED.

3. Appendix C: Transmittal New Program Proposal: Indigenous Studies, Ontario College Diploma

RESOLUTION

MOVED & SECONDED: R. Wilson & J. Darwin

THAT the Board of Governors approve the Indigenous Studies, Ontario College Diploma effective Fall 2025.

CARRIED.

4. Appendix D: Transmittal New Program Proposal: Game – Art , Ontario College Diploma
RESOLUTION

MOVED & SECONDED: R. Wilson & G. Berard

THAT the Board of Governors approve the proposed new Game – Art, Ontario College Diploma program effective Fall 2025.

CARRIED.

4.3 Audit & Risk Management Committee Report

Members accepted this report for information. Governor Darwin provided additional details on agenda items presented at the May 22, 2024 Committee meeting.

Members accepted this report for information.

4.4 Governance Committee Report

Members accepted this report for information. Governor Tudor, Committee Chair provided additional details on agenda items presented at the May 21, 2024 Committee meeting.

Appendix A: Transmittal 2024-25 New External Governor Appointment

RESOLUTION

MOVED & SECONDED: S. Tudor & T. Pollard

THAT the Board of Governors approve the appointment of Tania Dube to serve on the Board for a three-year term of office beginning September 1, 2024.

AND

THAT the Board of Governors approve the appointments of Heather Simpson and Richard Goodyear for three-year term of office beginning September 1, 2024. This recommendation is contingent upon the reappointment of Governors Stephen Tudor and Gabrielle Berard as Lieutenant Governors in Council; if not reappointed, they will be retained as external Governors on the Board of Governors and will fill the two external Governor vacancies.

CARRIED.

5. BUSINESS ARISING FROM THE MINUTES

There is no Business arising from the minutes.

6. DECISION ITEMS & REPORTS

6.1 Fourth Quarter 2023-24 Financial Report

D. McNair, Vice President, Finance & Administration provided a brief overview and introduced presenter, G. Perry, Chief Financial Officer.

Questions from members were answered. Members accepted this report for information.

6.2 Fourth Quarter 2023-24 Business Plan Performance Report

Members accepted this report for information.

6.3 2023-24 Annual Report and Progress against Strategic Plan 2022-25

M. Savenkoff, Vice President, Advancement & Strategy provided a brief overview and introduced presenter S. Gonsalves, Director, Strategy and Planning.

Questions from members were answered.

RESOLUTION

MOVED & SECONDED: R. Wilson & J. Darwin

THAT the Board of Governors approve the 2023-24 Algonquin College Annual Report.

CARRIED

7. NEW BUSINESS

7.1 2024-26 Business Plan & 2024-25 Annual Budget

President Brulé provided a brief overview and introduced presenter M. Savenkoff and S. Gonsalves. S. Gonsalves

A question from a member was answered.

D. McNair provided a brief overview and introduced presenter E. Woods, Director, Corporate Planning.

Questions from members were answered.

RESOLUTION

MOVED & SECONDED: J. Darwin & R. Wilson

THAT the Board of Governors approves the 2024-26 Draft Business Plan and 2024-25 Annual Budget with a projected net contribution of \$21.1 million on a Public Sector Accounting Standards basis.

CARRIED.

7.2 2023-24 Draft Audited Financial Statements

D. McNair provided a brief overview and introduced presenter G. Perry.

NO Questions.

7.3 Science Labs Major Capital Project Investment Case

D. McNair provided a brief overview and introduced presenter R. Southwood, Executive Director, Facilities Management.

A. Shane, Chair, Applied Science & Environmental Technology was in attendance to answer questions Governors may have.

Questions from members were answered.

RESOLUTION

THAT The Board of Governors approve an expenditure of up to \$17,500,000 for the design, development, and construction of three new Bio Safety Level 2 labs, two new Chemistry labs and ancillary spaces spanning the fiscal years 2024-25 and 2025-26. Sources of funds include cash reserves, in-year operating revenues, capital grants, donations and sponsorships.

CARRIED.

Chair McCracken thanked D. McCutcheon, Vice President, Human Resources, L. Stanbra, Vice President, Student Services, and C. Janzen, Senior Vice President, Academic.

8. ITEMS FOR INFORMATION

8.1 Academic Plan Implementation Update

Members accepted this update for information.

8.2 Freedom of Information and Protection of Privacy Act – 2023 Annual Report

Members accepted this report for information.

8.3 Report from the Board Chair

Members accepted this report for information.

8.4 Report from the President

Members accepted this report for information.

8.5 Board of Governors Management Summary Report

Members accepted this report for information.

8.6 2024-25 Board of Governors Workplan

Members accepted the Workplan for information.

8.7 Confirmation of Mandatory Government Remittances

Members accepted the remittances for information.

9. UPCOMING EVENTS

Board Chair McCracken informed members of upcoming events for information.

10. REGULAR MEETING ADJOURNMENT

There being no further business, the Regular meeting was adjourned at 6:25 p.m. and moved by Governor McCracken.

The Annual General Meeting was held at 6:25 p.m.

11. IN CAMERA

RESOLUTION

MOVED & SECONDED: J. McCracken & T. Buckley

THAT the Board of Governors moves into an In Camera Session.

CARRIED.

An In Camera session was held beginning 6:45 p.m.

11.1 R3 Project Update TO UPDATE

L. Stanbra, Vice President, Student Services provided a brief overview and introduced presenters K. Pearson & L. Pollock and external guest K. Sawyer & V.

C. Sawyer, Senior Director, and V. Bhardwaj, Associate Partner, both from Gartner Consulting, to

Questions from members were answered. Members accepted this update for information.

12.1 Board Oversight of the President

12.2 June 3, 2024 Board Meeting Evaluation

The IN CAMERA session adjourned at X:XX p.m.

Jamie McCracken, Board Chair

Victoria Tiqui-Sanford, Recorder

APPENDIX A - Observers: TO UPDATE

Alanna McDonell, Director, Marketing and Recruitment
Anita Tenasco, Director, Indigenous Initiatives
Ben Bridgstock, Director, Student Support Services
Brent Brownlee, Director, Campus Services
Bruce Hickey, Manager, Communications
Carolyn McCluskey, Finance Manager, School of Advanced Technology
Christopher Hahn, Dean, Algonquin College Heritage Institute
Cindy Harrison, Professor, Health Foundations
David Corson, ITS Case Resolution & Process Development Specialist
David Soloman, Full-Time Professor, Project Management
David Soltis, Director, People and Culture
Don Breedon, Acting Director, Employee and Labour Relations
Doreen Jans, Manager, Financial Services
Emily Woods, Director, Corporate Planning
Erin Stitts-Cavanaugh, Dean, School of Health Studies
Ernest Mulvey, Director, International Education Centre, Global, Online and Corporate Learning
Grant Perry, Chief Financial Officer
Heather Ryall, Dean, Faculty of Arts, Media, and Design
Heather Woods, Senior Institutional and Research Analyst
Heidi Upson Ferris, Chair, Marketing and Management Studies
Izabela Buglar, Executive Assistant to the Vice President, Finance and Administration
James Pede, Associate Director, Financial Operations
Jane Trakalo, Dean, School of Wellness, Public Safety
Jessica Devries Chair, Academic Development
Julie Beauchamp, Dean, School of Business
Kerry Surman, Chair, Operations Management
Kina Simmons, Executive Assistant, Communications, Marketing, External Relations
Krista Marsden, Acting Registrar
Krista Pearson, Business Co-Lead, R3 Project
Kristine Dawson, Associate Vice-President, Experiential Learning, and Innovation
Leon Manoukian, Professor
Linda Nguyen, Senior Financial Analyst, Communications
Lois Pollock, Executive Technical Lead and Business Co-Lead of the R3 Project
Louise Boudreault, Full-Time Professor
Marcus Christian, Manager, Total Compensation
Marina Spivak, Senior Financial Analyst, Finance
Martin Lee, Full-Time Professor
Mary Grammatikakis, Director, Experiential Learning & Entrepreneurship
Megan Fraser, Communications Officer
Natalie Gamble, Academic Manager, AC Online
Patrick Devey, Associate Vice-President, Global, Online and Corporate Learning
Paul Gardner, Director, Risk Management
Philip Dawe, Director, Applied Research
Pouya Safi, Director, Business Development
Ryan Southwood, Executive Director, Facilities Management
Sarah Hall, Dean, Pembroke Campus

Shaideh Mogharrabin, Senior Planning Analyst
Shawn Qu, External Viewer
Sobhi Fanos, Budget Officer, Campus Services
Sue Mainse, Manager, Risk Management
Tara Kelly, Coordinator, HR Special Projects
Teri Kinnunen, Manager, Corporate Planning
Trevor Oattes, Communications Officer
Yen Do, Acting Chief Digital Officer, Finance and Administration