

MINUTES
Assiniboine Community College Board of Governors Meeting
4:00 p.m. – November 23, 2021
Virtual

Attendance: Jeff Harwood (Chair), Jody Parsonage, Lori Dangerfield, Harvey Laluk, Carla Milne, Lloyd Carey, Dale McKay (Vice Chairperson), Mark Frison (President), S. Brichon (CFO), Shaun Cameron (Secretary)

Guests: Michael Cameron, Danielle Adriaansen, Suzanne Nicolas, Kevin Poirier, Tim Hore, Gabriel Tochoa, Deanna Rexe, Pam Roberts, Derrick Turner, Julie Muller, Liz Wereford (PublicCity Architects), Taylor Larocque (PublicCity Architects)

Regrets: Kelly Wilson, Johanne Ross, Ashley Fordyce

Roll Call

The meeting was called to order by Jeff Harwood at 4:05 p.m. Attendance (virtual) constituted a quorum.

1. Approval of Agenda

MOTION: Milne/Parsonage

That the agenda be approved as circulated.

CARRIED

2. Approval of Minutes of October 19, 2021 (BG: 21/10/19)

MOTION: McKay/Dangerfield

That the minutes of October 19, 2021 (BG: 21/10/19) be adopted as presented.

CARRIED

- 3. i) North Hill Applied Research** – T. Hore along with architects spoke to the master site plan for the Applied Research and Education Hub. PublicCity worked with the college and stakeholders to develop the site. Execution of the site is dependent on external financing. The plan will be shared with the membership and further documentation is available in the BOG SharePoint.

The presentation highlighted a plan for the space that encompasses the Sustainable Greenhouse, Grow Plots, and other easterly spaces on the North Hill campus.

The process began last spring, included consultation with internal and external stakeholder groups, and involved learning about teaching needs as well as needs and desires for external industries. This involved multiple steps before coming forward with the draft master plan today.

Board members had questions regarding accessibility to the public, parking etc. The architects spoke to the site being accessible to the public (aside from the test plots, wetlands etc.). There are

concerns among the board with regards to public access spaces, something that will be considered as the planning phases move forward. Discussions are ongoing with ASD to see a limit to the number of sheds onsite to help augment parking.

Board members were overall favorable with the design, hoping that the integration of housing can continue and that there would be considerations for that moving forward. Other questions with regards to the cemetery onsite. The architects shared that no additional work is being proposed for that site.

Board members also spoke to the feeling it rivalled some of the larger agricultural companies such as Bayer Crop Sciences etc.

Now the college is positioned to pursue opportunities on the site.

MOTION: Dangerfield/Milne

The Board of Governors approves the North Applied Research and Education Hub as presented by PublicCity Architecture.

CARRIED

ii) Policy Renewal- B5- Complaints to the Board – Members of the Board of Governors reviewed the proposed changes to Policy B5- Complaints to the Board. This has been forwarded back to administration for minor changes and will come back to the committee of the whole in December for consideration.

MOTION: Laluk/Carey

To table Policy B5- Complaints to the Board until the December 2021.

CARRIED

4. **i) Finance and Audit Committee** – A comprehensive review of the financials took place November 16, 2021 during a meeting of the Finance and Audit Committee.

Consolidated Audited Financial Statements ending October 30, 2021 - S. Brichon spoke to the financial statements ending October 30, 2021. Included in the package was the financial statements as well as the synopsis pages.

On the balance sheet side of things. In the asset section, we are looking at total assets a large increase in cash in bank and decrease in short term investments. The explanation is that we are receiving grant funding directly from the province and is cash flowed directly quicker without having to request.

Capital assets, we are at \$17.1 M as the end of October, a 3.5% growth in assets, mostly attributed to the Centre for Creative Media project approved earlier by the Board of Governors, a project that is nearing completion.

S. Brichon spoke to the fact that the college is 86% to budget on expected enrollment, and \$1.4M under budget on academic training fees (representative of base program activities). International enrollment continues to be a lagging indicator due to current pandemic climate, but does continue to rebound, albeit slowly. We are approximately 46% to budget, with a bump to 55-60% International enrollment come the January intake. It is anticipated there will be a shortfall based on this indicator. Work to establish some further cohorts is being done to help make up for the lag of regular International programs.

S. Brichon spoke to the running surplus of approximately \$1.2M this year. Last year it was only about \$350,000 at the end of October 2020. We are tracking better than last year, but not at the same level as we did in 2019. C. Milne spoke to the reasoning for this as a running total, and how it relates to tracking of wage allocations compared to budget.

Sundry and other revenues is \$162,000 favorable to budget.

The college is seeing a slower rebound of the budget than anticipated, and it is hoped to return to the previous year's levels by 2022-23 budget.

Board members had questions around tuition levels and whether this has impacted international numbers. M. Frison spoke to CiCan reported polling and the notion that Canada has the highest ranking among potential international students. This will have a positive effect on students who are looking to study in Canada.

MOTION: Carey/McKay

Upon recommendation of the Finance and Audit Committee that the Financial Statement ending October 30, 2021 be approved as presented.

CARRIED

ii. Net Asset Reserve Transfer - S. Brichon spoke to the need to transfer a specific amount of college assets as per the Net Asset (Reserve) Policy of January 10, 2018. This is a common practice as per the Policy and comes as part of the completion of the audited financial statements. This still leaves the college with 3% unrestricted as per the policy. The restricted fund often covers future growth.

MOTION: Dangerfield/McKay

Upon recommendation of the Finance and Audit Committee that the Board of Governors approve the transfer of \$1,140,000 dollars of unrestricted net assets to internally restricted as per the Net Asset (Reserve) Policy of January 10, 2018.

CARRIED

ii) College Report: M. Frison and others presented the November 2021 College Report.

P. Roberts (Respectful College Coordinator), spoke to the Scarborough Charter, of which Assiniboine was a signatory recently. More than 40 colleges and universities have signed on to this charter. The charter outlines a roadmap to dismantle black racism in academia and help support BIPOC communities accessing post-secondary.

G.Toichoa (CIO), spoke to the 2020-21 Graduate Satisfaction and Employment Follow-up Survey. This survey highlights a number of metrics that are fed into the Balanced Scorecard, and captures various checkpoints for graduated students in relation to their employment.

Some highlights include 97% having jobs 5-years after graduation with 83% working n their field of study.

REPORT RECEIVED BY THE BOARD OF GOVERNORS

MOTION: Laluk

To move to a closed session for consideration of closed session and in-camera agenda items.

5. Closed Session

6. Adjournment – This meeting was adjourned at 5:35 p.m.

Date of next meeting – The next meeting of the Board of Governors will take place at 4:00 p.m., Tuesday, January 18 , 2022, via virtual delivery.



Secretary



Chair