

**MINUTES**  
**Assiniboine Community College Board of Governors Meeting**  
**5:00 p.m. – Cafeteria Classroom, Victoria Ave. East Campus**

**Attendance:** Jeff Harwood, Dale McKay, Lloyd Carey, Jody Parsonage, Julia Teichroeb, Ruth Mealy (virtual), Amanda McGregor (virtual), Mona Cornock, Katelyn Sisson, Mark Frison (president), Shannon Brichon (CFO), Shaun Cameron (Secretary)  
**Staff:** Jim Simmons, Derrick Turner, Amy Doerksen, Kevin Poirier, Deanna Rexe, Julie Muller  
**Regrets:** Carla Milne  
**Guest:** None

**Pre-Meeting Presentation:**  
**Board of Governors introduction- Katelyn Sisson**

**Roll Call**

The meeting was called to order by Jeff Harwood at 5:03 p.m. Attendance constituted a quorum.

**1. Approval of Agenda**

**MOTION: Cornock/Parsonage**

That the agenda be approved as circulated.

CARRIED

**2. Approval of Minutes of November 28, 2022 (BG: 22/11/28)**

**MOTION: McKay/Mealy**

That the minutes of November 28, 2022 (BG: 22/11/28) be adopted as presented.

CARRIED

**3. New Business:**  
**i. Policy Renewal: (B2- Payment of Expenditures related to Board of Governors Business)** This item has been tabled to June 2023, for discussion and adoption.

**MOTION: Sisson**

That the Board of Governors table B2- Payment of Expenditures related to Board of Governors business.

CARRIED

**4. Committee Updates**

- i. Finance and Audit Committee:** The Finance and Audit Committee met on February 21, 2023 where review of the most recent financial statements took place.

S. Brichon presented the financial statements ending January 31, 2023. Overall the college continues on a path relative to budget. Some highlights include enrollment, although not completely back to 2019 levels, continuing to trend in the right direction, as well as Continuing Studies showing signs of a post-pandemic rebound.

International Education continues to trend in the right direction.

The Balance Sheet shows a significant increase in assets and some fluctuation to the numbers in the January statements due to the fact that government funds flow in a quarterly basis which does cause some ups and downs depending on available balances and timing of the statements.

**MOTION: Parsonage/Carey**

Upon the recommendation of the Finance and Audit Committee the Board of Governors approves the audited financial statements ending January 31, 2023.

CARRIED

- ii. **Budget 2023/24-** M. Frison and S. Brichon shared with members of the Board of Governors some of the budgetary considerations and the letters received from the Province of Manitoba with regards to specific budget direction.

S. Brichon shared an overview of the proposed budget that included base operating, salaries, business units, and other items of significance. The full budget is included in the Multi-Year Integrated Resource Plan.

Originally the direction from government involved the budget being ‘board approved’ in the condensed timeline. This directive has moved to a ‘board-aware’ budget with the Multi-Year Integrated Resource Plan being circulated to the Board of Governors in April 2023.

Of note, the funding letter shared that the maximum tuition increases would be \$133, down from \$250 in previous years. As well, the mandate noted that the tuition could not be averaged (even though some programs have varying amounts of credits to qualify for completion). As a result, the tuition increase across programs works out more closed to \$90.

The college is projecting as part of the budget process a roughly \$400,000 deficit.

**MOTION: Carey/Teichroeb**

That the Board of Governors approve a tuition increase from \$55.05 per credit to \$56.55 per credit.

CARRIED

**MOTION: Cornock/Sisson**

That the Board of Governors approve a 6% increase to course fees across all programs.

CARRIED

- iii. **CiCan Conference attendees:** The Board of Governors polled the membership for attendees to the 2023 CiCan Conference being held in Montreal QC, in April 2023.

**MOTION: Teichroeb/Parsonage**

That Mona Cornock, Ruth Mealy, and Amanda McGregor represent Assiniboine's Board of Governors as attendees at the 2023 CiCan World Congress in Montreal.

CARRIED

5. **February 2023 College Report** – M. Frison and SLT members spoke to a number of items in the February 2023 College report.

**REPORT RECEIVED BY THE BOARD OF GOVERNORS**

6. **Closed Session**

7. **Adjournment** – This meeting was adjourned at 7:05 p.m.

**Date of next meeting** – The next meeting of the Board of Governors will take place at 5:00 p.m., Tuesday, April 18<sup>th</sup>, 2023 at the Victoria Ave. East campus, in Brandon.

**Original signed by Shaun Cameron**

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Secretary

**Original signed by Jeff Harwood**

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Chair