

**MINUTES**  
**Assiniboine Community College Board of Governors Meeting**  
**1:30 p.m. – Thursday, June 7, 2018 – Super 8 Hotel, Dauphin, MB**

- Attendance:** Jeff Harwood (Chair), Heather Dodds (Vice-Chair), Kelly Wilson, Jack Ewatski, Carla Milne, Harvey Laluk, Jamie Robinson (Staff Representative), Mark Frison (President), Shannon Brichon (Treasurer), Shaun Cameron (Secretary)
- Guests:** Deanna Rexe (Vice-President- Academic), Danielle Adriaansen (Director, Public Affairs), Gabe Mercier (Director, Parkland Campus), Jim Simmons (Director, Capital Projects), Tulsa Labonté (Incoming Students' Association Representative)
- Regrets:** Johanne Ross, Anneliese Parkinson (Student Representative), Karen Hargreaves, Dave Perkins, Gabriel Toichoa, Derrick Turner, Julie Muller, Diane Shamray

**Roll Call**

The meeting was called to order at 1:25 p.m. Attendance constituted a quorum.

**1. Approval of Agenda**

**MOTION: Ewatski / Dodds**

That the agenda be approved as circulated.

CARRIED

**2. Approval of Minutes of May 15, 2018 (BG: 18/05/15)**

**MOTION: Milne / Laluk**

That the minutes of May 15, 2018 (BG: 18/05/15) be adopted as presented.

CARRIED

**3. New Business**

- i) **Board Governance Handbook-** The document *Memo to BOG- Review of Policies- June 2018* was presented to the Board of Governors. A number of updates to the Board Governance handbook were proposed.

The following changes were proposed:

**B1- Approval and Monitoring of President's Expenses**

Purpose: To ensure a process for the approval and monitoring of the President's expenses including promotion, travel, hospitality, expense accounts and professional development.

Recommendation: No changes needed at this time

**B2- Payment of Expenditures Related to Official Board Business**

Purpose: All Governors who incur expenses while on official Board business are entitled to claim for those expenses as set out in the collective agreement with the Manitoba Government and General Employees Union. These rates may be adjusted on an annual basis.  
Recommendation: No changes needed at this time.

**B3- Guideline for Professional Development & Conference Attendance**

Purpose: To establish broad guidelines for Board participation in professional development opportunities and attendance at conferences.  
Recommendation: Language change. - The “ACCC Conference” is now recognized as the “CiCan Conference”.

**B4- New Board Member Orientation Plan**

Purpose: To ensure a comprehensive college governance introduction for newly appointed governors.  
Recommendation: Language change. - Item (2c) change “ACCC” to “CiCan”. Change “College assigned laptop” to “College assigned tablet”.

**B5- Complaints to the Board**

Purpose: When individual Board members receive complaints, the complainant will be encouraged to follow internal college processes. If the complainant’s issue cannot be resolved in this manner then the policy process (within the statement) should be followed.  
Recommendation: No changes needed at this time.

**B6- Naming of College Assets**

Purpose: Naming provides meaningful opportunities for the recognition of outstanding contributions by those who serve as inspiration for future generations of students, graduates, and members of Assiniboine Community College. Further, by recognizing exceptional contribution to the College or to the community, the association with such extraordinary individuals strengthens the College and its sense of heritage and connection to the community.  
Recommendation: Language change. Item: - Under the heading Procedure remove “Director of External Relations” replace with “Director, Advancement and External Relations” in all instances. - Under Procedure replace “Director of Campus Services” with “Director, Capital Projects” in all instances. - Under (2g) Replace “Senior Executive committee of the College” with “Senior Leadership Team”.

**MOTION: Wilson / Ewatski**

The Board of Governors approves the proposed changes (B1-B6) to the Board Governance Handbook.

**CARRIED**

- ii) **College Report** – M. Frison presented the June 2018 College Report, highlighting some of the different items within the report.

**REPORT RECEIVED BY THE BOARD OF GOVERNORS.**

4. **Next Meeting** – September 26, 2018 at the Victoria Ave. East Campus- Main Boardroom.

**MOTION: Laluk / Dodds**

The Board moved to recess at 1:45 p.m. to undertake a Strategic Planning Exercise.

CARRIED

5. **In-Camera Session**

6. **Adjournment** – This meeting was adjourned at 5:01 p.m.

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Secretary

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Chair