

**MINUTES**

**Assiniboine College Board of Governors Meeting  
Monday, December 2, 2024 – Delta Hotel Winnipeg**

**Board of Governors:**

Ruth Mealy (Chairperson), Jan Chaboyer (Vice Chairperson), Jody Parsonage, Mona Cornock, Tere Stykalo, Ketan Patel, Amanda McGregor, Jimmy Teichroeb

**Regrets:**

Lisa Huston, Randy Daley, Jennifer Bone, Jeremy Wilkinson

**College Staff:**

Mark Frison, Deanna Rexe, Danielle Adriaansen, Shannon Brichon, Anya McNabb, Julie Muller, Jim Simmons, Erin Selby, Suzanne Nicolas, Amy Doerksen (Secretary)

**Roll Call**

The meeting was called to order by Ruth Mealy at 2:00pm. Attendance constituted a quorum.

1. **Land Acknowledgement – R. Mealy**
2. **Approval of Agenda**

**MOTION: Cornock / Parsonage**

That the agenda for December 2, 2024 (BOG:24/12/02) Board of Governors meeting be approved.  
CARRIED

3. **Approval of Minutes of Tuesday, October 29, 2024**

**MOTION: Chaboyer / Teichroeb**

To approve the minutes of Tuesday, September 17, 2024 (BOG:24.09.17) Board of Governors meeting.

CARRIED

4. **Committee Updates**

i) Finance and Audit Committee –

a) Financial Statements ending October 31, 2024 –

T. Stykalo, Chair of the Finance and Audit Committee, advised that Assiniboine is currently sitting in a favourable position. Domestic and international fall enrolment was higher than what was budgeted. Anticipating a small surplus for the end of fiscal year.

**MOTION: Stykalo / Patel**

**That after review and on the recommendation of the Finance and Audit Committee, the Board of Governors approved the Financial Statements ending October 31, 2024.**

CARRIED

b) Net Asset (Reserve) Policy

S. Brichon reviewed the Revised Net Asset (Reserve) Policy provided in the meeting package, which recommends that the Board approve the authorization of an Unrestricted Net Asset (reserve) of up to 10 percent (10%) of the total annual budget (\$8,006M), a revision from the previous 3 percent (3%) of total annual base budget. This recommended change is being done to help mitigate the impact of the federal changes to Canada's international student program.

**MOTION: Chaboyer / Cornock**

**That after review and on the recommendation of the Finance and Audit Committee, the Board of Governors approved authorization of an Unrestricted Net Asset (Reserve) of up to 10 percent (10%) of the total annual budget.**

CARRIED

c) Transfer of Funds within Restricted and Unrestricted

**MOTION: McGregor / Patel**

**That after review and on the recommendation of the Finance and Audit Committee, the Board of Governors approve authorization of an Unrestricted Net Asset (Reserve) into the following areas:**

**- \$600,000 into Internally Restricted Victoria Avenue General**

**- \$600,000 into Internally Restricted North Hill General**

**- \$17,330 into Internally Restricted Learning Centres**

ii) Planning Committee

a) 2023-24 Balanced Scorecard

M. Cornock, Chair of the Planning Committee, provided an update on the Planning Committee's recent meeting to review the 2023-24 Balanced Scorecard, in addition to receiving a presentation from M. Cameron, Dean of Community Development, on Continuing Education efforts at the college. A. Doerksen provided a detailed review of the 2023-24 Balanced Scorecard that highlighted recommended changes endorsed by the Planning Committee. The Planning Committee also endorsed the recommendations that the following informational presentations be scheduled for delivery in the coming months:

- Employee Performance Planning – Human Resources
- International Enrolment & Number of Graduates – International/Enrolment
- Fundraising Revenue – Advancement
- Continuing Education Follow-up – Integrated Planning/VPA

**MOTION: Cornock / Parsonage**

That after review and on the recommendation of the Planning Committee, the 2023-24 Balanced Scorecard be approved with the following changes and target adjustments included:

- *Total Number of Graduates* target adjusted to 2030 by 2030
- *Number of Indigenous Graduates* target adjusted to 425 by 2030
- *Employers Satisfied with ACC Graduates* target name be changed to *Employers Satisfied with Assiniboine Graduates*
- *Employees that Would Recommend ACC* target name be changed to *Employees that Would Recommend Assiniboine*

**MOTION: Cornock / Teichroeb**

That after review and on the recommendation of the Planning Committee, the following target be adjusted on the 2024-25 Balanced Scorecard:

- *Share of Teaching Salary* target adjusted to 50%

5. **2024 College Report –**  
The Board received the 2024 College Report as provided.

6. **Closed Session**

**MOTION: Parsonage / McGregor**

That the Board of Governors move into the closed session.

CARRIED

**MOTION: Chaboyer / Ketan**

That the Board of Governors move out of the closed session.

CARRIED

7. **Adjournment –** This meeting was adjourned at 2:46pm.

**MOTION: Stykalo /Teichroeb**

That the Board of Governors adjourn the meeting.

CARRIED

Original signed by Amy Doerksen

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Secretary

Original signed by Ruth Mealy

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Chair