

MINUTES

**Assiniboine College Board of Governors Meeting
Tuesday, March 18, 2025 – Victoria Avenue East Campus, Brandon**

Board of Governors:

Ruth Mealy (Chairperson), Jan Chaboyer (Vice Chairperson), Jody Parsonage, Mona Cornock, Jennifer Bone, Amanda McGregor, Lisa Huston, Jimmy Teichroeb, Ketan Patel

Regrets:

Randy Daley, Jeremy Wilkinson

College Staff:

Mark Frison, Danielle Adriaansen, Derrick Turner, Shannon Brichon, Anya McNabb, Julie Muller, Jim Simmons, Amy Doerksen (Secretary)

Public Observers:

James Epp

Roll Call

The meeting was called to order by Ruth Mealy at 5:04pm. Attendance constituted a quorum.

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

MOTION: McGregor / Huston

That the agenda for March 18, 2025 (BOG:25/03/18) Board of Governors meeting be approved.

CARRIED

3. **Approval of Minutes of Tuesday, January 21, 2025**

MOTION: Cornock / Parsonage

To approve the minutes of Tuesday, January 21, 2025 (BOG:25.01.21) Board of Governors meeting.

CARRIED

4. **New Business**

i) **Enrolment Update**

- D. Adriaansen, VP of Enrolment, provided an update on new student enrolment numbers for fall 2025. The purpose of the presentation was to look at key indicators for 2025-26 projected enrolment, how forecasted enrolment is tracking to budget and offer comparisons year over year.
- As a result of the current international student context, there is an overall decline in enrolments. Assiniboine is experiencing an increase in domestic applications and deposits, which is positive. When comparing current tuition deposits to previous

academic year, we are trending very close to last year. We are also seeing that less applications are being withdrawn/rejected.

- Looking at apprenticeship specifically, enrolment is very strong, and most programs are generating waitlists now. At the end of January 2025, Community Development was just under half their total net profit target of \$750k.
- Overall, Assiniboine is tracking to budget projections which are below this time last year but that is expected given declines in international enrolment. The Strategic Enrolment Management Group is reviewing enrolment indicators program-by-program with academic areas. From there, recommendations are presented to the President/AVP Academic around program cessations, deferrals and/or cancellations.

ii) Budget Update

- S. Brichon, Chief Financial Officer, shared that the budgeting process for the 2025-26 academic year is underway. Finance is currently meeting with the various academic areas. The college has a meeting with the Province of Manitoba in the coming week to discuss funding for 2025-267 year. The Multi-Year Integrated Resource Plan will be presented, alongside the budget, at the April Board meeting.

iii) ESL Language Programming

- D. Adriaansen, VP of Enrolment, provided an overview of Assiniboine's English as a Second Language (ESL) education programming. Federal funding for ESL programs is coming to an end in June 2026 and the recent contract awarded to Assiniboine was roughly \$700K for two years, which is significantly less than Assiniboine's submitted proposal for \$5M for five years.
- It was explained that Assiniboine delivers classes to newcomers for Canadian Language Benchmarks 5-8. These are free programs to those eligible and Assiniboine does not generate any profit from this. As a result of the funding cuts, Assiniboine will be considering the implications and options for permanent status employees beyond June 2026. Assiniboine is also looking for other potential sources of funding or co-funding to continue delivery beyond 2026.

iv) Policy Review – B4 New Board Member Orientation

- A. Doerksen, Board Secretary, shared that policy B4 New Board Member Orientation is up for review. All new board members were contacted to offer their feedback on their onboarding provided last fall. Feedback received was that the experience was positive. Some suggestions were offered around the timing of the meetings and possibly making the orientation binders available in advance of the meetings. The Executive and Governance Committee is responsible for this policy. They will review/discuss changes at their next meeting and bring forward recommendations for the Board to approve.

5. Reports

i) Major Capital and Asset Transfer Committee –

- R. Mealy, Chair of the Major Capital and Asset Transfer Committee, reviewed items discussed at their February 2025 meeting which included the development concept for room 504 to support submitted proposals with government for various allied health programs (i.e. Medical Lab Technician). The mechatronics lab was discussed as well and J. Simmons, Director of Capital Projects, was invited to provide further updates. He advised that changes to the program and required equipment are causing some changes to the space design/layout.

ii) Finance and Audit Committee –

- T. Stykalo, Chair of Finance and Audit Committee (FAC), provided a briefing on the Financial Statements ending February 28, 2025, that were reviewed at the FAC meeting in March. Presently, there is a favourable variance of roughly \$11M and this expected to continue through the remainder of the fiscal year.
- M. Frison, President/CEO, was invited to provide an update on bridge financing for the Prairie Innovation Centre. Frison advised that last December the college submitted a letter to the provincial government requesting bridge financing to keep the project

going. The province replied by asking the college to provide risk management options should the federal government not provide additional funding. The college provided this and recently sent communication to the province requesting a decision be made to keep project moving along. The college is hoping to take the project to tender shortly and is hopeful a decision will be provided alongside the budget announcements.

MOTION: Stykalo / Huston

That after review and on the recommendation of the Finance and Audit Committee, the Board of Governors approve the Financial Statements ending February 28, 2025.

CARRIED

iii) Planning Committee – M. Cornock

- M. Cornock, Chair of the Planning Committee, shared that the committee has had three presentations on various Balanced Scorecard (BSC) metrics as a follow-up to the 2023-24 BSC results. Those presentations related to international student enrolment and graduate targets, fundraising revenue and staff with a performance plan.
- The committee brought forward revised targets for international student enrolment and graduates, driven by federal policy changes. The committee also recommended to increase the fundraising revenue target to \$5 million to better reflect existing financial commitments received as part of PIC and provide future growth targets for the Advancement Team. No target adjustments were recommended for the metric - staff with a performance plan. The 2023-24 BSC results for this metric reflected only six months of activity and it is anticipated that results will improve with greater adoption of the new process and system.

MOTION: Wilkinson / Chaboyer

That the Board of Governors accepts the Planning Committee recommendations for the following adjustments to be made to the 2024-25 Balanced Scorecard:

- the target for Total Number of International Graduates be adjusted to 250 by 2030;
- the target for Total International Students Enrolled in All Programs be adjusted to 400 by 2030;
and
- the target for Fundraising Revenue: Cash, Stocks, and Other be adjusted to \$5,000,000 annually.

CARRIED

6. 2024 College Report –

The Board received the 2025 College Report as provided.

i) Transfer of Assets

- D. Turner, VP of Advancement, provided an overview of the transfer of assets project and the various milestones achieved under Phase 1 (Parkland Campus), Phase 2 (North Hill Campus) and Phase 3 (Victoria Avenue East).
- A map of the land and buildings included in Phase 3 was reviewed.

MOTION: Cornock / Chaboyer

That the Board of Governors accepts the Victoria Avenue East Campus Asset Transfer from the Government of Manitoba effective 12:00am Saturday, March 22, 2025.

CARRIED

ii) Prairie Innovation Centre Update

- M. Frison, President, spoke to the provincial government's interest in nursing student/graduate data to help support planning and program expansion/funding efforts. The School of Nursing has experienced significant growth in the last few years. Phase 1 focused on rural and rotating site expansion, which is now complete. Phase 2 focused on expansion in Winnipeg seats. One expanded cohort has happened, and another cohort will start this May 2025. A cohort is also planned to start in Steinbach fall 2025. It is hoped that funding for these seats will be included in the 2024-25 budget announcements. Neepawa is also flagged as the next rural/rotating site.

7. Closed Session

MOTION: McGregor / Parsonage

That the Board of Governors move into the closed session.

CARRIED

MOTION: Huston / Teichroeb

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

CARRIED

8. Adjournment – This meeting was adjourned at 6:38pm.

MOTION: Cornock

That the Board of Governors adjourn the meeting.

CARRIED

Original signed by Amy Doerksen

Secretary

Original signed by Ruth Mealy

Chair