

MINUTES

**Assiniboine Community College Board of Governors Meeting
5:00 p.m. – Tuesday, February 25, 2020- Main Boardroom, Victoria Ave. East**

Attendance: Jeff Harwood (Chair), Carla Milne, Harvey Laluk, Lori Dangerfield, Lloyd Carey (Staff Representative), Shawn Larway (Student Representative), Mark Frison (President), S. Brichon (CFO), Deanna Rexe, Gabriel Toichoa, Diane Shamray, Danielle Adriaansen, Shaun Cameron (Secretary)

Guests: None

Regrets: Johanne Ross, Kelly Wilson, Jack Ewatski, Dale McKay (Vice Chair), Derrick Turner, Julie Muller, Karen Hargreaves, Ian Grant, Bobbie Robertson, Dave Perkins, Kate Pelletier, Tim Hore

Roll Call

The meeting was called to order by Jeff Harwood at 5:05 p.m. Attendance constituted a quorum.

1. Approval of Agenda

MOTION: Laluk/Milne

That the agenda be approved as circulated.

CARRIED

2. Approval of Minutes of December 3, 2019 (BG: 19/12/03)

MOTION: Larway/Carey

That the minutes of December 3, 2019 (BG: 19/12/03) be adopted as presented.

CARRIED

3. CiCan Conference attendance- J. Harwood spoke to the 2020 CiCan Conference being held May 3-5 in Montreal. J. Harwood noted that if members are interested in attending they should let staff know by March 9, 2020. Information on the CiCan conference was distributed to members prior to the meeting.

4i.) Committee Reports:

Finance and Audit Committee- The FAC Committee was unable to meet due to quorum concerns so the review of financials were brought to the full membership for consideration. A review of net asset reserves was presented as well as a thorough review of the income statements and balance sheets.

It was noted that the Province of Manitoba cancelled two apprenticeship level 5 classes in the reporting period.

The following values were shared with the Board of Governors during the review (with a note that the numbers will fluctuate based on current billing cycles and programming expenditures):

Salary and Benefits is \$1.1 million positive variance to budget

Base Operating is a \$611,000 positive variance to budget

Business Units is a \$1.5 million positive variance to budget

Resulting in an overall \$3.2 million dollar positive variance to budget as of January 31, 2020.

MOTION: Milne/Dangerfield

That the financial statements ending January 31, 2020, be approved as presented.

CARRIED

ii) Major Capital Committee –J. Harwood spoke to the meeting of the Major Capital and Asset Transfer committee meeting held February 18, 2020.

Correspondence was shared with the membership from the Minister of Central Services Hon. Reg Helwer. This correspondence was a request to establish a table to discuss the transfer of assets from the Province of Manitoba to Assiniboine Community College. The college initiated this discussion in 2017-18 with the Province of Manitoba to allow the institution to better steward the assets moving forward. The Province of Manitoba did share that they are currently reviewing the transfer of assets protocol and history. Discussions on the Assiniboine situation will be tabled for the time being with the minister’s office noting they would remain in contact with the college as the review moves forward. A letter on behalf of the Board of Governors thanking the minister was shared with Minister Helwer’s office.

J. Harwood also shared an update on Assiniboine Adult Collegiate space considerations and Interactive Media Arts space considerations that were presented at the Major Capital and Asset transfer committee held February 18, 2020. More information on both these will come to the Board of Governors at a later date.

iii) Planning Committee – H. Laluk spoke to two meetings of the Planning Committee held January 10, 2020 and February 18, 2020.

January 10, 2020 meeting of the Planning Committee reviewed the new *Balanced Scorecard*. The Balanced Scorecard is divided into four distinct quadrants - Social and Economic Impact, Organizational Learning and Growth, Student Learning, and Financial Stewardship. G. Toichoa (CIO), spoke to the Balanced Scorecard and each of the metrics. The Planning Committee has chosen some of the metrics they would like further information on, this information will be brought forward at a future meeting of the Planning Committee.

MOTION: Laluk/Dangerfield

Upon recommendation of the Planning Committee, the Board of Governors approves the new Balanced Scorecard for Assiniboine Community College.

CARRIED

February 18, 2020 meeting of the Planning Committee was unable to achieve quorum. It was the feeling of the members present to proceed with the scheduled session for information purposes only. J. Muller (Director, Human Resources) spoke to Balanced Scorecard question “Information needed to do my job”. This item was identified by the Board as an item for further research. It was prudent for the board and administration to explore the numbers in greater detail.

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iii) College Report February 2020 – M. Frison along with other members of the college staff shared various updates from the February 2020 College Report.

Tuition Free Welding program – D. Rexe (VP, Academic) spoke to the tuition free welding program at Assiniboine. Assiniboine Community College is proud to partner with Conestoga College (Ontario) to deliver a tuition-free welding program at its North Hill Campus in Brandon commencing in August 2020. It was noted that there was more than 150 people sign up for the program information session.

Announcement of the new School of Nursing – D. Rexe (VP, Academic) spoke to the establishment of a School of Nursing at Assiniboine. In recognition of the year of the nurse and in acknowledging the recommendation of the College of Licensed Practical Nurses of Manitoba (CLPNM), Assiniboine Community College is pleased to announce the establishment of a school of nursing at Assiniboine.

Brandon Chamber of Commerce Business after 5 – M. Frison spoke to the college hosting a Brandon Chamber of Commerce *Business After 5* event this coming Thursday, February, 27 from 5-7 pm. at the Victoria Ave. East campus. This event is open to all chamber members or interested business people. The college will tour members through new facilities at the Victoria Ave. East campus including the new Food Processing Centre, Public Safety Training Centre, Assiniboine’s newly renovated Early Learning Centre and an active learning classroom. No RSVP is required for this event.

ECE programming at Assiniboine – D. Rexe spoke to access to Early Childhood Education (ECE) distance education programming at Assiniboine. The college is hopeful to expand the number of seats in distance education component of the programming, but at the present time the number of spaces available have been exhausted. The programming is heavily subsidized and is capped as a result of the operational requirements and fiscal sustainability of programming. The college did indicate to media that had enquired that there will be more seats available for this component of study in July 2020.

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MOTION: Laluk/Milne

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

4. **Closed Session**

5. **Adjournment** – This meeting was adjourned at 6:45 p.m.

Date of next meeting – The next meeting of the Board of Governors will take place at 5:00 p.m., Tuesday, April 28, 2020, at the Victoria Ave East campus.



Secretary



Chair