

**MINUTES**  
**Assiniboine Community College Board of Governors Meeting**  
**5:00 p.m. – Tuesday, April 28, 2020- Virtual session**

**Attendance:** Jeff Harwood (Chair), Harvey Laluk, Lori Dangerfield, Johanne Ross, Kelly Wilson, Jack Ewatski, Dale McKay (Vice Chair), Shawn Larway (Student Representative), Mark Frison (President), S. Brichon (CFO), Deanna Rexe, D. Turner, Dave Perkins, Jim Simmons, Danielle Adriaansen, Shaun Cameron (Secretary)

**Guests:** None

**Regrets:** Lloyd Carey, Carla Milne

**Roll Call**

The meeting was called to order by Jeff Harwood at 5:04 p.m. Attendance constituted a quorum.

**1. Approval of Agenda**

**MOTION: Dangerfield/Larway**

That the agenda be approved as circulated.

CARRIED

**2. Approval of Minutes of February 25, 2020 (BG: 20/02/25)**

**MOTION: Wilson/Laluk**

That the minutes of February 25, 2020 (BG: 20/02/25) be adopted as presented.

CARRIED

**3. Reports from Board Committees-** 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-** S. Brichon (CFO) addressed the Multi-Year Integrated Resource Plan. The Finance and Audit Committee met on April 22, 2020 and as part of the meeting the committee examined the MYIRP. D. Perkins covered the strategic portion, and S. Brichon covered the financial plan, a budget for fiscal year ending in 2021.

At this point we are presenting a balanced budget for 2021. It is comprised of total revenues budgeted about \$51 million in 2020 representing a 3% decrease in revenue assumptions for upcoming year. Some assumptions for this were made based on lower enrollment in

international, stabilized domestic enrollment. We will move forward with a \$250 tuition increase per program (as signaled by the Province of Manitoba) and a 2% increase for course fees.

An assumption was made for adult collegiate funding to be frozen, as well as a 1% grant reduction from the province for the third year in a row. This represents over \$800,000 in cuts in the past three years.

Base salary and benefits saw a decrease of 1%. All salary increases came about through the collective agreement. In 2021, we anticipated a significant increase in the take-up of VTO days. This was as a result of the college closure days being covered by VTO's and/or holidays.

The business units assumption have been estimated conservatively for 2021 based on the current environment, with some of the largest assumptions on decreased enrollment in international.

Weeks purchased for Apprenticeship have dropped again, with a cumulative decrease of \$750,000 over the past three years.

Relating to capital budget, we added an extra \$500,000 this year for academic capital, bringing it to just over \$2 million for the upcoming year.

**MOTION: McKay/Dangerfield**

That the Multi-Year Integrated Resource Plan and the Budget for 2020-21 be approved as presented.

CARRIED

**MOTION: Ewatski/Wilson**

That the Board of Governors approve a base tuition increase to \$47.70 per credit effective the 2020-21 academic year.

CARRIED

**MOTION: Ewatski/Dangerfield**

That the Board of Governors approve course fee increase of 2% to all levels.

CARRIED

**ii) Major Capital Committee** – J. Harwood spoke to the meeting of the Major Capital Committee. At the committee level the IMA project and Adult Collegiate relocation were discussed, followed by a thorough information session with members of the board the week previous. Overall the board was excited about the relocation of the Adult Collegiate at the college, and the design work put into the space reimagining was good for the overall college.

The Board was comfortable that all the questions were covered at the committee level and during the information session.

**MOTION: Larway Ewatski**

That the Board of Governors authorize the college to expend up to \$6 million dollars from Internally Restricted Net Reserves for the purpose of facilitating the relocation of the Interactive Media Arts program within the Victoria Ave. East campus, as well as completing the previously approved relocation of the Assiniboine Community College Adult Collegiate to the Victoria Ave. East campus.

CARRIED

**iii) College Report April 2020** – M. Frison along with other members of the college staff shared various updates from the April 2020 College Report including a thorough Covid-19 timeline.

**REPORT RECEIVED BY THE BOARD OF GOVERNORS**

**MOTION: Laluk/Dangerfield**

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 5:45 p.m.

**Date of next meeting** – The next meeting of the Board of Governors will take place at 5:00 p.m., Tuesday, June 9, 2020, at the Victoria Ave East campus.

  
Secretary

  
Chair