

**REGULAR BOARD MEETING**

**WEDNESDAY, SEPTEMBER 27, 2017**  
**C709 – RRC NOTRE DAME CAMPUS**  
**WINNIPEG, MANITOBA**

**MINUTES**  
**B 17/06**

**IN ATTENDANCE**

**Governors:** Loren Cisyk, Chair (*from 5:25 p.m.*)  
Janice Hyde, Vice-Chair  
Debra Enns  
Marilyn Kenny  
Dave Sauer  
Lauren Slegers  
Andrew Warren

**Regrets:** Susan Gilbert  
Michael Legary

**CEO:** Paul Vogt, President (*from 5:20 p.m.*)

**Secretary:** Kathi Gudmandson, Executive Administrator to the Board

**Treasurer:** Debbie Frankel, Vice-President, Finance and Administration (*from 5:20 p.m.*)

**Administration:** Christine Watson, Vice-President, Academic (*from 5:20 p.m.*)

**1. CALL TO ORDER**

With attendance constituting a quorum, the meeting was called to order at 5:00 p.m. with Vice-Chair J. Hyde in the chair.

**2. APPROVAL OF AGENDA**

*Mandatory RRC Accessible Customer Service Training* was added to the agenda under Other Business.

**That the Regular Meeting Agenda of September 27, 2017 be approved as amended.**  
**– CARRIED**

**3. CLOSED SESSION**

The Board held a Closed Session from 5:01 – 6:50 p.m. Board members discussed the President's Annual Evaluation until 5:20 p.m. following which the President and Vice-Presidents joined the meeting. At 5:25 p.m. Board Chair L. Cisyk joined the meeting and assumed the chair.

The following motions were presented.

3.1 Finance and Audit Committee Report – September 12, 2017

**MOTION B 17/06/01**

**That KPMG LLP be appointed Auditors for Red River College for the period September 28, 2017 to July 31, 2022. – CARRIED**

3.2 Financial Report Ending July 31, 2017

**MOTION B 17/06/02**

**That the Financial Report for the period ending July 31, 2017 be received as information. – CARRIED**

3.3 2018/19 Budget Estimates Submission – September 8, 2017

**MOTION B 17/06/03**

**That the Red River College 2018/19 Budget Estimates Submission – September 8, 2017 be received as information. – CARRIED**

***The Board recessed from 6:00 – 6:35 p.m.***

3.4 Red River College Investment Policy Statement

Interim Investment Committee Chair L. Cisyk updated the Board on the first meeting of the RRC Investment Committee since it was established as a Board Committee in June 2017. At that meeting it was agreed the College's Investment Policy Statement be updated. Board members reviewed the current Investment Policy Statement and provided feedback regarding amendments.

**4. APPROVAL OF MINUTES – JUNE 21, 2017**

**MOTION B 17/06/04**

**That the Minutes of the June 21, 2017 Board of Governors Meeting be approved. – CARRIED**

**5. EXECUTION OF DOCUMENTS – REVISED BOARD RESOLUTION**

The Board reviewed a draft Resolution on the Execution of Documents dated September 27, 2017 that sets out positions that are authorized to sign legal agreements on behalf of Red River College. The current Execution of Documents Resolution requires updating to reflect a number of changes in various management and senior positions since June 2016.

**MOTION B 17/06/05**

**That the Revised Board Resolution regarding Execution of Documents dated September 27, 2017 be approved. – CARRIED**

**6. REPORTS**

**6.1 President's Report**

The President discussed a recent visit by a delegation from the Shenyang Institute of Engineering in China to celebrate the 30<sup>th</sup> anniversary of its partnership with Red River College. He also updated the Board on the status of RRC's major projects, including the Skilled Trades and Technology Centre, the Innovation Centre and the Smart Factory, and mentioned that collective bargaining has begun with the MGEU.

P. Vogt informed Board members that a recent evacuation of the Notre Dame Campus due to a widespread power failure brought to light some areas where improvements to protocols and communications are required. He indicated that a recent reorganization of the College's Health and Safety Department will ensure that workplace health and safety (WHS) is a top priority and the Board will receive updates at future meetings regarding WHS matters.

**6.2 Students' Association President's Report**

Board member L. Slegers informed the Board about the SA Executive's recent activities, including attending a planning meeting for the Canadian Alliance of Students' Associations (CASA) and visiting all RRC regional campuses. The Executive is also getting ready for CASA's annual Policy and Strategy Conference in Ottawa in November where student leaders have the opportunity to meet with Members of Parliament and others to discuss issues important to students.

**6.3 Employee Member's Report**

Board member A. Warren informed the Board that he has created a website that will allow RRC employees to communicate with him and each other about issues important to them. He also held a session recently for interested staff to drop in and informally discuss college matters.

6.3 Employee Member's Report (continued)

A. Warren indicated that he is organizing a College Council whereby staff can meet monthly to discuss challenges and make recommendations to the Board for suggested action. He also met with the Vice-President, Academic and it was agreed they meet regularly to discuss teaching and learning matters that come up at College Council meetings.

6.4 Vice-Presidents' Report

*Finance and Administration*

The Vice-President, Finance and Administration informed the Board regarding the addition of a new position within the Finance and Administration portfolio and the impending retirement of a senior member of the Administrative team. She also provided an update on construction of the new Innovation Centre in the Exchange District.

D. Frankel indicated that a firm has been engaged to undertake an 18-month integrated risk management project at RRC and develop plans for each major risk area.

*Academic*

The Vice-President, Academic discussed the Manitoba Colleges Review and indicated the review consultant will be surveying RRC graduates. She also mentioned that the College will be participating in several consultations throughout the Province regarding Apprenticeship Manitoba.

C. Watson informed Board members that a review of RRC's Continuing Education Department has been undertaken and recommendations for more flexible and responsive programming are being considered.

**7. OTHER BUSINESS**

7.1 Annual Board Planning Session – October 20, 2017

Board members discussed the agenda for the Board's Annual Planning Session on October 20, 2017.

7.2 Annual Conflict of Interest Disclosure

Board members were asked to submit their Annual Conflict of interest Disclosure forms to the Executive Administrator.

7.3 Mandatory RRC Accessible Customer Service Training

The Executive Administrator informed Board members that a mandatory online customer service training program for all Red River College staff and volunteers, including Board members, has been implemented to support the RRC Accessibility Plan. The plan was designed for RRC to meet the requirements of *The Accessibility for Manitobans Act*. The Province requires that all government and publicly funded organizations adopt compliance of the new accessibility standards by November 1, 2017.

**The meeting adjourned at 8:15 p.m.**

*Signed*

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**Loren Cisyk  
Chair**

*Signed*

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**Kathi Gudmandson  
Corporate Secretary**