

REGULAR BOARD MEETING

MONDAY, SEPTEMBER 27, 2021
VIDEO CONFERENCE

MINUTES
B 21/08

IN ATTENDANCE

Governors:	Loren Cisyk, Chair Janice Hyde, Vice-Chair Greg Burch Stu Charles Lea Clarke Avery Halldorson Jeff Doneza Jayne Geisel Phyllis Reid-Jarvis Ashley Richard	Regrets:	Debra Enns
CEO:	Fred Meier, President (<i>until 6:25 p.m.</i>)		
Secretary:	Kathi Gudmandson, Executive Administrator to the Board		
Treasurer:	Lynn Zapshala-Kelln, Vice-President, Finance and Administration (<i>until 6:10 p.m.</i>)		
Administration:	Christine Watson, Vice-President, Academic and Research (<i>until 6:10 p.m.</i>) David Petis, Executive Director, Advancement (<i>until 5:10 p.m.</i>) Melanie Gudmundson, Chief Human Resource Officer (<i>until 4:30 p.m.</i>) Giselle Martel, Comptroller (<i>until 6:10 p.m.</i>) Conor Lloyd, Director, College and Public Relations (<i>until 5:10 p.m.</i>) Christian Robin, Director, Marketing and Web Presence (<i>until 5:10 p.m.</i>) Joanne Zuk, Strategic Planning Consultant (<i>until 5:10 p.m.</i>)		

1. CALL TO ORDER

With attendance constituting a quorum, the meeting was called to order at 4:00 p.m.

The Board Chair welcomed Lea Clarke to her first meeting since she was appointed to the Red River College Board of Governors during the summer. Introductions around the table were made.

2. APPROVAL OF AGENDA

That the Regular Meeting Agenda of September 27, 2021 be approved. – CARRIED

3. CLOSED SESSION

The Board held a Closed Session from 4:05 – 5:40 p.m. Several RRC administrators were in attendance to present various reports, including updates on the Strategic Plan and the Strategic Plan Roll Out. A presentation was also received regarding the College's Vaccine Requirement Program.

The following motions were presented:

3.1 Finance and Audit Committee – Minutes of September 13, 2021

MOTION B 21/08/01

That the Finance and Audit Committee Minutes of September 13, 2021 be received as information. – CARRIED

3.2 Preliminary Estimates Submission – 2022/23

MOTION B 21/08/02

That the Red River College Preliminary Estimates Submission – 2022/23 dated September 3, 2021 be approved. – CARRIED

3.3 First Quarter Financial Report

MOTION B 21/08/03

That the First Quarter Financial Report be received as information. – CARRIED

3.4 Southport Campus – Proposed Closure

MOTION B 21/08/04

That the College's request to move the Aircraft Maintenance Journeyperson (AMJ) Program and all other programming from the Southport Campus, Portage la Prairie to the Stevenson Campus, Winnipeg be approved.

This decision will result in the closure of the Southport Campus with all existing programs moving to Winnipeg. – CARRIED

4. APPROVAL OF MINUTES – JUNE 21, 2021

MOTION B 21/08/05

That the Minutes of the June 21, 2021 Board of Governors Meeting be approved. – CARRIED

5. BOARD POLICY 2.2 – COLLEGE AGREEMENTS

The Board was informed that amendments to Board Policy 2.2 – College Agreements have been proposed to clarify those agreements over \$500,000 that can be executed without prior Board approval, and to strengthen the reporting of such expenditures to the Board.

Board members concurred with the proposed policy amendments (attached).

MOTION B 21/08/06

That the proposed amendments to Board Policy 2.2 – College Agreements dated September 27, 2021 be approved. – CARRIED

6. REPORTS

6.1 College President Report

The President informed the Board regarding a collaboration between Red River College, and the Winnipeg and Indigenous Chambers of Commerce to make Truth and Reconciliation training more accessible for business owners. As part of RRC's continued commitment to reconciliation, the President and Dean of the School of Indigenous Education attended the 4th Annual Signing Ceremony for Winnipeg's Indigenous Accord.

F. Meier also discussed his recent government relations activities and provided an update on the Innovation Centre construction project and Innovation Centre programming.

6.2 Students' Association President Report

Board Member A. Halldorson reported that the RRCSA is working with College officials to provide ten new scholarships for RRC students. She also informed the Board that elections are coming up for representatives to the SA Advisory Board and for the Vice-President, Academic position; the SA is considering holding a referendum about the U-Pass; and the SA is participating in an awareness campaign for Orange Shirt Day.

6.3 Employee Member Report

Board Member J. Geisel reported that College Council recently met and there is a lot of anticipation regarding staff returning to campus. There will also be a call for new College Council members in an upcoming RRC Staff News.

7. OTHER BUSINESS

7.1 Nominations Open for RRC Honorary Degree/Diploma

8. IN CAMERA SESSION

The Administration was excused and the Board held an In Camera Session from 6:10 – 6:50 p.m. with the President and the Executive Administrator. The following motions were presented:

8.1 Executive Committee – Minutes of September 2 and 16, 2021

MOTION B 21/08/07

That the Executive Committee Minutes of September 2 and 16, 2021 be received as information. – CARRIED

F. Meier was excused from the meeting.

8.2 Salary Administration – President

MOTION B 21/08/08

That the Board approve the recommendation of the Executive Committee regarding an annual merit adjustment to President F. Meier’s salary, effective July 2021. – CARRIED

The meeting adjourned at 6:50 p.m.

Signed

Loren Cisyk
Chair

Signed

Kathi Gudmandson
Corporate Secretary

Attachment



BOARD OF GOVERNORS POLICY

Policy:	College Agreements	Number:	2.2
Type:	Executive Limitation	Approved:	May 31, 2021
		Revised:	

1.0 Signing of Agreements

- a) The President will ensure that there is a process to designate authorized signing officers who, in addition to Officers of the Board, may execute agreements on behalf of Red River College.
- b) Annually for information, the President will provide the Board with the current list of authorized College signing officers.

2.0 Approval of Agreements

The President must obtain the approval of the Board prior to the College entering into the following types of Agreements and related documents:

- a) documents relating to the purchase, sale, mortgaging or re-zoning of land;
- b) licenses to use, leases and commitments of real property or facilities owned by the College for a term exceeding 20 years, other than easements or mineral rights;
- c) agreements for the construction or renovation of a building, the design of a building, or the retention of a project manager for a building project or any project manager in cases where the total contract cost is in excess of \$500,000. Agreements under this clause may be executed without prior Board approval if:
 - i. the project budget and project plan has previously been approved by the Board; and
 - ii. the Agreement has been tendered and is within the approved project plan and project budget.
- d) agreements for the rental, hiring or purchase of goods or services in cases where the total value of rentals, hire payments or purchase price, including amendments and potential extensions, exceeds \$500,000. Agreements under this clause may be executed without prior approval of the Board if they are:
 - i. ~~for utilities;~~ **considered part of ongoing operations such as utilities, insurance, software maintenance and other renewals as per the parameters of existing contracts deemed prudent by College management.**
 - ii. ~~for insurance; or~~

continued

- iii. to address an unforeseeable situation of urgent timelines or emergency events (e.g. building or systems failure, damage or disruption that could result in significant costs if not addressed in a timely manner, endangerment to health and safety of the College community).
- e) agreements for untendered contracts that are not in compliance with College Purchasing Policy – M1.
- f) bonds, debentures or other securities issued by the College for or in connection with the borrowing of money;
- g) loans given by the College to a third party; and
- h) guarantees by the College of loans and obligations.

3.0 Subsequent Reporting of Agreements to the Board

The President will provide subsequent reports to the Board regarding agreements executed without prior approval of the Board as outlined in 2.0 d).

The Board may request that the President provide reports to the Board subsequent to the signing of certain **other** types of Agreements.

4.0 Additional Approval Requirements

Nothing in this Policy shall prevent the Board from imposing or requiring additional reporting by the President and approval action as the Board deems appropriate.