



BOARD OF GOVERNORS

REGULAR MEETING

MINUTES **B 23/03**

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| Date | Monday, November 27, 2023 @ 4:00 pm |
| Location: | Virtual/Microsoft Teams |
| Members present: | Loren Cisyk (Chair), Stu Charles (Vice-Chair), Ashley Richard, Lea Clarke, Ruth Ola, Gbolahan Oduntan, Kevin Gill, Phyllis Reid-Jarvis, Vassan Aruljothi, Prachi Ravi Chawla Fred Meier (President and CEO) |
| Regrets: | Jeff Doneza |
| Staff: | Christine Watson, Vice-President, Academic; Jamie Wilson, Vice-President, Indigenous Strategy, Research, & Business Development; Lynn Zapshala-Kelln (Treasurer), Vice-President, Finance & Administration; David Petis, Executive Director, Advancement; Carolyn Frost, General Counsel; Conor Lloyd, Director, College & Public Relations; Giselle Martel, Comptroller; Tiffany Jones, Governance Advisor, Sr. Strategic Advisor |
| Guests: | None |
| Recording Secretary: | Tiffany Jones, Governance Advisor, Sr. Strategic Advisor |

1.0 Convene the Meeting

In absence: Jeff Doneza

1.1 Welcome and Land Acknowledgement

Loren Cisyk, Chair of the Board of Governors began the meeting with a land acknowledgment.

1.2 Call to order, recognition of quorum

With attendance constituting a quorum, Loren called the meeting to order at 4:01 pm.

1.3 Declaration of conflict of interest

Loren asked if any members wish to declare conflicts to any of the agenda items at today's meeting.

No conflicts were declared.

1.4 Agenda dated November 27, 2023

Motion B 23/11/01

Moved by Lea Clarke, **Seconded** by Stu Charles,
THAT the regular meeting agenda dated November 27, 2023, be approved.

The motion was **CARRIED**.

4:02 pm

CLOSED SESSION

2.0 Closed Session Reports

2.1 Comprehensive Campaign Report

The information report was presented by David Petis, the Executive Director, Advancement, and received by the Board.

No discussion ensued.

4:06 pm

2.2 Communications and Government Relations Report

The information report was presented by Conor Lloyd, the Director, College and Public Relations, and received by the Board.

Discussion ensued.

The Board considered Manitoba's new Minister of Advanced Education and Training's recently updated portfolio.

The Board asked the rationale for the dramatically higher attendance numbers seen at fall convocation.

Conor provided the response.

No further discussion ensued.

4:13 pm

David Petis and Conor Lloyd are no longer in attendance.

Giselle Martel is now in attendance.

3.0 New Business

3.1 Amendments to parking and traffic regulations

The information report was presented by Lynn Zapshala-Kelln, the Vice President, Finance and Administration and was received by the Board. Giselle Martel, the Comptroller participated in the discussion.

Discussion ensued.

The Board considered signs of improved user experience, assessed the availability of

student parking options at the Notre Dame campus, and the accessibility of short-term parking. The Board also assessed access to parking at the Exchange District Campus, and accessibility via public transit services.

No further discussion ensued.

4:22 pm

4.0 Finance and Audit Committee

4.1 Finance and Audit Committee meeting minutes dated November 14, 2023.

Loren presented the draft meeting minutes from the most recent Finance and Audit Committee meeting for transparency.

No discussion ensued.

4:23 pm

4.2 ORE Financial Report, Q2, FY 2023/24

The information report was presented by Lynn and received by the Board.

No discussion ensued.

4:26 pm

4.3 Contracts for Approval

As recommended by the Finance and Audit Committee, the information report was presented by Lynn and received by the Board. Giselle participated in the discussion.

Discussion ensued.

The Board asked about equity, diversity and inclusion considerations when assessing the award of contracts.

Giselle provided the response, also indicating the team is pleased to be planning a presentation to the Board in the coming months on a new sustainable procurement policy inclusive of these considerations.

No further discussion ensued.

Motion B 23/11/02

Moved by Lea Clarke, **Seconded** by Phyllis Reid-Jarvis,
THAT the Board of Governors authorize the signing of contracts with an anticipated value over \$500,000 as outlined in the Contracts for approval report for the anticipated start date between December 1, 2023, and February 28, 2024.

The motion was **CARRIED**.

4:33 pm

Carolyn Frost is now in attendance.

4.4 Enterprise Risk Management: 2023 Risk Register

Lynn provided an introduction, reviewing the history of this topic.

The information report was then presented by Carolyn Frost, the General Council and Giselle and was received by the Board. They highlighted the Boards responsibility for oversight of the program.

Discussion ensued.

The Board asked about talent management practices.

Fred Meier, President and CEO provided the response.

The Board asked about changes in the ratings of risks over time.

Giselle, and Carolyn provided responses.

The Board expressed support for lowered ratings and rankings of specific risks due to mitigations implemented.

The Board considered connections between KPI data and the listed risks.

The Board asked further about risk mitigations planned for specific risks.

Fred responded.

The Board expressed their support for this program and the progress made through its implementation.

5:05 pm

Giselle Martel and Carolyn Frost are no longer in attendance.

OPEN SESSION

5.0 Open Session Reports

5.1 Board of Governors meeting minutes dated October 30, 2023

Motion B 23/11/03

Moved by Ruth Ola, **Seconded** by Kevin Gill,
THAT the meeting minutes dated October 30, 2023, be approved as written.

The motion was **CARRIED**.

5:06 pm

5.2 College Presidents Report

Fred reported on fall term internal and external engagement activities and provided institutional updates on topics including international education, a soup cook-off at the Selkirk Regional Campus, fall 2023 convocation, and the simulation center project.

Discussion ensued.

The Board asked about international student wait times for Letters of Acceptance validation and assessed internal processes to ensure the internal manageability of such requests.

Christine Watson, Vice-President, Academic and Fred provided responses.

The Board considered impacts on student visas for international students.

The Board then considered self-declaration rates for the student population and the value the data represents.

No further discussion ensued.

5:21 pm

5.3 Students Association Presidents Report

Prachi Chawla, the Student Board Member / Student Association President reported on significant initiatives of the Student Association including the holiday hamper program, coat program, highlights from Thrive Week, and several campus well-being initiatives.

Discussion ensued.

The Board expressed their support for this work of the Student Association.

The Board discussed the unique needs of students from specific international areas due to ongoing conflicts and asked about support in place for those groups.

Fred and Christine provided the response.

No further discussion ensued.

5:31 pm

5.4 Employee Members Report: College Council

Vassan Aruljothi, the Employee Board Member reported on the topics raised at the November College Council meeting including College Enterprise Software procurement, and access to learning plans and funding for employee professional development.

Discussion ensued.

The Board asked for further specifics on precise software being referred to and the next steps for resolution of the various needs.

Fred presented the planned next steps.

No further discussion ensued.

5:38 pm

*Lynn Zapshala-Kelln, Jamie Wilson, and Christine Watson are no longer in attendance.
Fred Meier is no longer in attendance.*

IN CAMERA SESSION

In Camera Session (Staff present: Tiffany Jones)

Closed In Camera Session

5:53 pm

6.0 Other Business

No further business was tabled.

6.1 Next Meeting, December 18, 2023

6.2 Adjournment

Loren adjourned the meeting at 5:53 p.m.

This section is completed after the Board of Governors approves the recorded meeting minutes at the next Board meeting.

Recommendation to approve the meeting minutes.

Moved by Jeff Doneza, Seconded by Gbolahan Oduntan,
THAT the Board of Governors approves the November 27, 2023, meeting minutes as recorded.

SIGNED

Chair signature
Approval Date: December 18, 2023

SIGNED

Tiffany Jones
Board Secretary