



## **BOARD OF GOVERNORS**

### **REGULAR MEETING**

#### **MINUTES** **B 23/04**

<b>Date</b>	Monday, December 18, 2023 @ 5:00 pm
<b>Location:</b>	Notre Dame Campus, Building A, Room A137
<b>Members present:</b>	Loren Cisyk (Chair), Stu Charles (Vice-Chair), Ashley Richard, Gbolahan Oduntan, Jeff Doneza, Kevin Gill, Lea Clarke, Phyllis Reid-Jarvis, Ruth Ola (virtual), Vassan Aruljothi Fred Meier (President and CEO)
<b>Regrets:</b>	Prachi Ravi Chawla
<b>Staff:</b>	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; Conor Lloyd, Director, College & Public Relations; Giselle Martel, Comptroller; Jade Karsin, Director of Procurement and Logistics Tiffany Jones, Governance Advisor, Sr. Strategic Advisor
<b>Guests:</b>	None
<b>Recording Secretary:</b>	Tiffany Jones, Governance Advisor, Sr. Strategic Advisor

#### **1.0 Convene the Meeting**

*In absence: Gbolahan Oduntan, Phyllis Reid-Jarvis*

##### **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 5:00 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 December 18, 2023**

**Motion B 23/12/01**

**Moved** by Stu Charles, **Seconded** by Ashley Richard,  
**THAT** the regular meeting agenda dated December 18, 2023, be approved.

The motion was **CARRIED**.

5:01 pm

## **CLOSED SESSION**

### **2.0 Closed Session Reports**

#### **2.1 Comprehensive Campaign Report**

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

No discussion ensued.

5:03 pm

#### **2.2 Communications and Government Relations Report**

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

No discussion ensued.

5:06 pm

*Gbolahan Oduntan, Giselle Martel, and Jade Karsin are now in attendance.*  
*David Petis and Conor Lloyd are no longer in attendance.*

### **3.0 New Business**

#### **3.1 Sustainable and Socially Responsible Procurement Policy**

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

Jade completed a slide presentation.

5:18 pm

*Phyllis Reid-Jarvis is now in attendance.*

Discussion ensued.

The Board asked about the new policies alignment with the Canadian Free Trade Agreement.

Jade responded.

The Board reviewed various case scenarios to examine and validate the proposed points system.

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The Board considered the policy's ability to influence equity, diversity, and inclusion efforts with applying vendor organizations, as well as opportunities to attract a wide variety of vendors into the procurement process.

The Board asked about the verification process and active contract management plans that would ensure the commitments made by vendors in the procurement process are delivered throughout the engagement.

Jade and Fred Meier, President and CEO, provided responses.

No further discussion ensued.

*5:44 pm*

*Jade and Gisele are no longer in attendance.*

#### **4.0 Investment Committee**

##### **4.1 Investment Committee meeting minutes dated September 12, 2023.**

Loren presented the approved meeting minutes from the September 12, 2023, Investment Committee meeting for transparency.

Discussion ensued.

The Board reviewed the status of interpretation and analysis of the quarterly investment reports.

No further discussion ensued.

*5:46 pm*

#### **OPEN SESSION**

#### **5.0 Open Session Reports**

##### **5.1 Board of Governors meeting minutes dated November 27, 2023**

###### **Motion B 23/12/02**

**Moved** by Jeff Doneza, **Seconded** by Gbolahan Oduntan,  
**THAT** the meeting minutes dated November 27, 2023, be approved as written.

The motion was **CARRIED**.

*5:46 pm*

##### **5.2 College Presidents Report**

Fred reported on fall term internal and external engagement activities and provided institutional updates highlighting numerous topics including the Inspire Conference, the launch of Inclusive Hiring Practices, and the signing of the SDG Accord.

Discussion ensued.

The Board examined current issues regarding the Colleges existing and prospective international students.

No further discussion ensued.

6:00 pm

*Lynn Zapshala-Kelln, Jamie Wilson, Christine Watson, and David Petis are no longer in attendance.*

## **IN CAMERA SESSION**

### **6.0 In Camera Session** (Staff present: Tiffany Jones)

#### **6.1 Closed In Camera Session**

6:02 pm

*Fred Meier is no longer in attendance.*

### **7.0 Other Business**

No further business was tabled.

#### **7.1 Next Meeting, January 29, 2024**

#### **7.2 Adjournment**

Loren adjourned the meeting at 6:03 p.m.

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

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Recommendation to approve the meeting minutes.

Moved by Phyllis Reid-Jarvis, Seconded by Ruth Ola,

**THAT** the Board of Governors approves the December 18, 2023, meeting minutes as recorded.

SIGNED

SIGNED

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**Loren Cisyk**  
**Chair, Board of Governors**  
**Approval Date: January 29, 2024**

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**Tiffany Jones**  
**Board Secretary**