



BOARD OF GOVERNORS

REGULAR MEETING

MINUTES **B 24/06**

Date	Monday, February 26, 2024 @ 4:00 pm
Location:	Virtual/Microsoft Teams
Members present:	Stu Charles (Vice-Chair), Ashley Richard, Gbolahan Oduntan, Jeff Doneza, Kevin Gill, Lea Clarke, Phyllis Reid-Jarvis, Prachi Ravi Chawla, Ruth Ola Fred Meier (President and CEO)
Regrets:	Loren Cisyk (Chair), Vassan Aruljothi
Staff:	Christine Watson, Vice-President, Academic; Jamie Wilson, Vice-President, Indigenous Strategy, Research, & Business Development; Lynn Zapshala-Kelln (Treasurer), Vice-President, Finance and Administration; David Petis, Executive Director, Advancement; Aileen Najduch, Executive Director, Student Services and Global Partnerships; Bryan Meng, Manager, Global Engagement 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: Loren Cisyk, Vassan Aruljothi

1.1 Welcome and Land Acknowledgement

Stu Charles, Vice Chair of the Board of Governors began the meeting with a land acknowledgment.

Stu informed the Board he is serving as Chair of this meeting.

1.2 Call to order, recognition of quorum

With attendance constituting a quorum, Stu called the meeting to order at 4:02 pm.

1.3 Declaration of conflict of interest

Stu 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 February 26, 2024

The agenda was modified:

- Item 4.4, the employee members report, will be deferred due to the absence of the employee board member.

Motion B 24/02/01

Moved by Jeff Doneza, **Seconded** by Prachi Chawla,
THAT the regular meeting agenda dated February 26, 2024, be approved.

The motion was **CARRIED**.

4:03 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.

4:05 pm

2.2 Communications and Government Relations Report

The information report was presented by David Petis and was received by the Board. Fred Meier, President and CEO contributed comments.

Discussion ensued.

The Board examined the process for tracking year over year activity.

The Board reviewed Government advocacy efforts, and various communications initiatives.

No further discussion ensued.

4:16 pm

David Petis is no longer in attendance.

Aileen Najduch and Bryan Meng are now in attendance.

2.3 International Education Update

The information report was presented by Aileen Najduch, Executive Director, Student Services and Global Partnerships, and received by the Board. Bryan Meng, Manager, Global Engagement participated in the discussion. Fred shared comments.

Discussion ensued.

The Board ensured processes are in place to facilitate recent changes. The Board examined the impact on prospective students, existing students, and RRC Polytech of recent announcements, the risk mitigation strategies in place, and ongoing advocacy efforts. The

Board also considered impacts on other post-secondary institutions in the province and reviewed their approaches, and additional avenues for advocacy and risk management.

No further discussion ensued.

4:43 pm

Aileen Najduch and Bryan Meng are no longer in attendance.

2.4 Strategic Plan KPIs: 2023 Fall Term Report

The information report was presented by Tiffany Jones, Sr. Strategic Advisor, Office of the President, and received by the Board.

Discussion ensued.

The Board examined comparables used for equity deserving group populations as well as the specific groups included.

The Board requested plans be prioritized to increase rates of mandatory and required training completions.

5:13 pm

Giselle Martel is now in attendance.

3.0 Finance and Audit Committee

3.1 Finance & Audit Committee meeting minutes dated February 12, 2024

Stu presented the meeting minutes from the February 12th Finance and Audit Committee meeting for transparency.

5:14 pm

3.2 ORE Financial Report, Q3, FY 2023/24

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

5:17 pm

3.3 Contracts for approval

The report was presented by Lynn, who noted a correction to the dollar amount included in the briefing note and informed the Board of the new estimated dollar figure. The information was received by the Board.

The Board examined the plans in place for usage of Stevenson Aviation.

Motion B 24/02/02

Moved by Jeff Doneza, **Seconded** by Lea Clarke,
THAT the Board of Governors authorize the signing of contracts with value over \$500,000, and anticipated start dates in the period March 1 through April 20, 2024.

The motion was **CARRIED**.

5:22 pm

Giselle Martel is no longer in attendance.

OPEN SESSION

4.0 Open Session Reports

4.1 Board of Governors meeting minutes dated January 29, 2024

Motion B 24/02/04

Moved by Kevin Gill, **Seconded** by Gbolahan Oduntan,
THAT the meeting minutes dated January 29, 2024, be approved as written.

The motion was **CARRIED**.

5:22 pm

4.2 College Presidents Report

Fred reported on various internal and external engagement activities and provided institutional updates highlighting numerous topics including the First Impressions event providing students the opportunity to meet and connect with employers while honing their interview skills.

The Board evaluated student support and preparation for workforce initiatives.

5:28 pm

4.3 Students Association Presidents Report

Prachi Chawla, the Student Board Member / Student Association President reported on initiatives of the Student Association focused on enhancing student life and engagement including highlighting a ski trip and trip to a snow maze. Prachi also provided an update on student association elections.

5:31 pm

Stu reordered the agenda to address other business and the next meeting date before moving into the In-Camera session.

6.0 Other Business

No further business was tabled.

6.1 Next Meeting, March 25, 2024 (virtual)

Kevin Gill indicated he is unable to attend.

5:31 pm

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

IN CAMERA SESSION

5.0 In Camera Session (Staff present: Tiffany Jones)

5:54 pm

6.2 Adjournment

Stu adjourned the meeting at 5:55 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 Ashley Richard, Seconded by Phyllis Reid-Jarvis,
THAT the Board of Governors approves the February 26, 2024, meeting minutes as recorded.

SIGNED

Loren Cisyk
Chair, Board of Governors
Approval Date: March 25, 2024

SIGNED

Tiffany Jones
Board Secretary