



## BOARD OF GOVERNORS

### REGULAR MEETING

#### MINUTES B 25/08

<b>Date</b>	Monday, April 28, 2025 @ 5:00 pm
<b>Location:</b>	Virtual/Microsoft Teams
<b>Members present:</b>	Phyllis Reid-Jarvis (Vice-Chair), Jacob Ahiaegbe, David Alao, Lea Clarke, Kristen Hudym, Marilyn Kenny, Gbolahan Oduntan, Angela Felipe, Vassan Aruljothi Fred Meier (President and CEO)
<b>Regrets:</b>	Lloyd Schreyer (Chair), Jeff Doneza, Kevin Gill, Stephen Ducharme
<b>Staff:</b>	Jamie Wilson, Vice-President, Indigenous Strategy, Research, & Business Development Giselle Martel, Vice-President, Finance & Administration Melanie Gudmundson, Chief Human Resource Officer David Petis, Executive Director, Advancement Aileen Najduch, Acting Vice-President, Academic Conor Lloyd, Director, College & Public Relations Christian Robin, Director, Marketing & Web Presence Kyla Gibson, Comptroller Jade Karsin, Director, Procurement Jeanine Webber, Executive Director, Academic 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**

##### **1.1 Welcome and Land Acknowledgement**

Phyllis Reid-Jarvis, Vice-Chair of the Board of Governors, welcomed everyone to the meeting.

Phyllis began the meeting with a land acknowledgment.

Phyllis informed the Board the annual term for Angela Felipe as Student Association President and Student Representative Board member is coming to its end. The newly elected Student Association President for 2025/26 will attend the May Board meeting.

##### **1.2 Call to order, recognition of quorum**

With attendance constituting a quorum, Phyllis Reid-Jarvis called the meeting to order at 5:02 pm.

##### **1.3 Declaration of conflict of interest**

Phyllis Reid-Jarvis asked if any members wish to declare conflicts to any of the agenda items at today's meeting.

Phyllis stated one conflict of interest declaration for today's meeting:

- Item 3.5, Annual Operating and Capital Budgets – Vassan Aruljothi will abstain from the vote and will absent from the presentation and discussion.

No further conflicts were declared.

#### **1.4 Agenda dated April 28, 2025**

##### **Motion B 25/08/01**

**Moved** by Jacob Ahiaegbe, **Seconded** by Kristen Hudym,  
**THAT** the regular meeting agenda dated April 28, 2025, be approved.

The motion was **CARRIED**.

*5:04 pm*

*Conor Lloyd and Angela Felipe are now in attendance.*

#### **CLOSED SESSION**

##### **2.0 Closed Session Reports**

###### **2.1 Monthly Communications and Government Relations Report**

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

*5:09 pm*

*Conor Lloyd is no longer in attendance.*

###### **2.2 Pride in Partnership Brand Marketing Campaign**

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

*5:13 pm*

*Kyla Gibson and Jade Karsin are now in attendance.*

#### **3.0 New Business**

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

The information was presented by Jade Karsin, Director of Procurement, and was received by the Board.

Discussion ensued.

The Board of Governors examined data on diverse suppliers noting they would like to see the detailed breakdown of groups within, as well as data specific to Indigenous suppliers. The Board also examined how the procurement team ensures the suppliers come from the stated equity deserving groups.

The Board of Governors provided feedback regarding the presentation of the data and assessed other ways to display the data.

5:40 pm

### **3.2 Fighting Against Forced Labour and Child Labour in Supply Chains Annual Report**

The information was presented by Jade Karsin, Director of Procurement, and was received by the Board.

The Board examined the audit process in place.

#### **Motion B 25/08/02**

**Moved** by Lea Clarke, **Seconded** by Vassan Aruljothi,  
**THAT** the Board of Governors approves the Fighting Against Forced Labour and Child Labour in Supply Chains Act report and provide a signed attestation by one or more members of the Board, for submission to the Government of Canada and posting on RRC Polytech's website by May 31, 2025.

The motion was **CARRIED**.

5:49 pm

*Kyla Gibson and Jade Karsin are no longer in attendance.*  
*Jeanine Webber is now in attendance.*

### **3.3 President's Update**

The information was presented by Fred Meier, President & CEO, and was received by the Board.

Fred provided an update on International students. Aileen Najduch, Acting Vice-President of Academic, and Jeanine Webber, Executive Director of Academic, participated in the discussion.

The Board supported the team's efforts.

Giselle Martel, Vice-President of Finance & Administration, provided an update on real estate.

6:04 pm

*Jeanine Webber is no longer in attendance.*  
*Kyla Gibson is now in attendance.*

### **3.4 2025-26 Tuition and Fees Proposal**

The information was presented by Giselle Martel, Vice-President of Finance & Audit and was received by the Board.

Discussion ensued.

The Board reviewed the proposed tuition and fees and rationale.

The Board reviewed fee structures of domestic and international student populations and supports in place for students including health coverage options for international students.

#### **Motion B 25/08/03**

**Moved** by Kristen Hudym, **Seconded** by Lea Clarke,  
**THAT** the Board of Governors approves the proposed 2025/26 RRC Polytech Tuition and Fees as outlined.

The motion was **CARRIED**.

*6:24 pm*

*Vassan Aruljothi is no longer in attendance.*

### **3.5 2025-26 DRAFT RRC Polytech Annual Operating and Capital Budgets**

The information was presented by Giselle Martel, Vice-President of Finance & Administration, and was received by the Board.

#### **Motion B 25/08/04**

**Moved** by Lea Clarke, **Seconded** by Kristen Hudym,  
**THAT** the Board of Governors approves RRC Polytech's 2025/26 budget as outlined.

The motion was **CARRIED**.

*6:44 pm*

*Kyla Gibson is no longer in attendance.*

*Vassan Aruljothi is now in attendance.*

### **3.6 Knowledge Keepers Council Invitation**

The information was presented by Jamie Wilson, Vice-President of Indigenous Strategy, Research, and Business Development and was received by the Board.

The Board received a standing invitation to attend Knowledge Keeper Council meetings.

Board members shared their appreciation.

*6:48 pm*

*The Board recessed from 6:48 pm – 6:54 pm.*

*The Board reconvened at 6:54 pm.*

### **OPEN SESSION**

#### **4.0 Open Session Reports**

##### **4.1 Board of Governors meeting minutes dated March 24, 2025**

The Board of Governors meeting minutes were presented by Phyllis Reid-Jarvis, Vice-Chair of the Board of Governors, and received by the Board.

A correction was made to the spelling of Kristen Hudym's name.

#### **Motion B 25/08/06**

**Moved** by Kristen Hudym, **Seconded** by Angela Felipe,  
**THAT** the meeting minutes dated March 24, 2025, be approved as recorded.

The motion was **CARRIED**.

*6:56 pm*

#### **4.2 College Presidents Report**

Fred Meier, President & CEO, reported on various internal engagement events, commenting on Skills Canada, Manitoba Competition. Fred also updated the board on external engagement and institutional updates

Discussion ensued.

The Board praised Fred for the implementation of mandatory anti racism staff training, and the positive progress noted in the spring employee pulse survey results.

The Board discussed International student application data.

No further discussion ensued.

*7:03 pm*

#### **4.3 Students Association Presidents Report**

Angela Felipe, student representative board member and Student Association President provided an update of Students Association activates including the student executive transition, new role of advocacy coordinator, and student advocacy.

Phyllis Reid-Jarvis thanked Angela for her work over the past year, reminding the Board that her term is concluding and that a new Student Representative Board Member will join the Board for the May Board meeting.

*7:06 pm*

#### **4.4 Employee Board Member's Report: RRC Polytech Council**

Vassan Aruljothi, Employee Representative Board Member, informed the Board on topics the College Council addressed in March and April highlighting conversations around faculty workload assignment, Key Performance Indicator data, as well as succession plans for the RRC Polytech Council.

*7:09 pm*

### **5.0 Other Business**

#### **5.1 Next Meeting, May 26, 2025 (In-person, Exchange District Campus – Manitou a bii Bi Dazigae)**

Phyllis Reid-Jarvis informed the Board of the next board meeting date, time and format.

No further business was tabled.

*7:09 pm*

*Jamie Wilson, David Petis, Aileen Najduch, Giselle Martel, and Melanie Gudmundson are no longer in attendance.*

### **IN CAMERA SESSION**

#### **6.0 In Camera (Staff present: Fred Meier and Tiffany Jones)**

The Board entered an in-camera session.

**6.1 Executive Committee DRAFT meeting minutes, April 16<sup>th</sup>**

Phyllis Reid-Jarvis referred to the Executive Committee meeting minutes included for the Board's information, providing a brief summary of the meeting.

Phyllis also reminded board members to complete the Board of Governors self-assessment survey, and the board feedback forms regarding the annual review of the President's performance.

7:11 pm

**7.0 Closing**

**7.1 Adjournment**

Phyllis Reid-Jarvis thanked the Board members for their participation.

**Motion B 25/08/07**

**Moved** by Vassan Aruljothi, **Seconded** by Angela Felipe,  
**THAT** the Board of Governors meeting be adjourned.

The motion was **CARRIED**.

*The meeting was adjourned at 7:12 pm.*

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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 Jeff Doneza, Seconded by David Alao,  
**THAT** the Board of Governors approves the April 28, 2025, meeting minutes as recorded.

**SIGNED**

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**Lloyd Schreyer, Chair, Board of Governors**  
**Approval Date: May 26, 2025**

**SIGNED**

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**Tiffany Jones, Board Secretary**