

**For approval May 7, 2020**

**BOARD OF GOVERNORS OPEN BOARD MEETING  
Thursday, February 20, 2020 – 4:30 p.m.  
Lambton College  
Boardroom**

**MINUTES**

**Members**

J. McMichael-Dennis, Chair  
Michael Lapaine, 1<sup>st</sup> Vice-Chair  
Barry Hogan, 2<sup>nd</sup> Vice-Chair  
Christy Bressette (Leave of Absence)  
Dave Park  
Michael Caverly  
Susan Ferguson

Brian Lucas (regrets)  
Jim Wodham (regrets)  
Sandy Marshall  
Neel Panwala (regrets)  
Judith Morris  
Heather Torres  
Carly Vandenende  
(regrets)

**Resource**

Mehdi Sheikhzadeh  
Spencer Dickson  
Rob Kardas  
Marc Guilbeault

Dave Mitton (regrets)

**1. CALL TO ORDER**

The Chair called the meeting to order by acknowledging that Lambton College is located on the beautiful homeland that is the traditional territory of the Ojibwe, Potawattomi, and Odawa First Nations. These three individual Nations make up the traditional Three Fires Confederacy. We acknowledge the grace and the welcome they have offered to all students and staff at Lambton College.

**2. CONSENT AGENDA**

1. February 20, 2020 Agenda
2. Conflict of Interest Declaration
3. January 23, 2020 Open Minutes
4. President's Report
5. Chair's Report

**IT WAS MOVED BY:**

Susan Ferguson

**SECONDED BY:**

Sandy Marshall

**THAT:**

the Board of Governors approves the minutes of the Open Meeting of January 23, 2020 and the entire contents of the consent agenda. 2020-6 **Carried**

**3. STUDENT IMPACT STORY**

Mehdi Sheikhzadeh introduced John Ryan, a third year student in the Chemical Production and Power Engineering Technology program and a research student. Lambton College has strengthened his confidence and his ability to speak publicly, and deepened his

knowledge and understanding of safety and research procedures. John shared details regarding his personal journey and the opportunities that attending Lambton have provided him, such as, learning new procedures and technologies and understanding the incubation cycle of companies from ideas- to research -to pilots - to full operation.

**4. RESEARCH ETHICS BOARD REPORT**

Rachel Colquhoun, member of the Research Ethics Board since 2015 elected Chair in 2019 overviewed the report.

- All board members and researchers are compliant with the current Tri-Council Policy Statement: Ethical Conduct for Research Involving Humans (TCPS-2).
- In 2019, twelve projects were reviewed and five projects have been submitted in 2020 to date. There has been growth in social science, community, and health related research projects.
- The REB is experiencing a challenge related to the increasing complexity of full Board reviews, noting how an additional full review is required again after a revision. Rachel recognized the substantial work and effort dedicated by the Board members and the Research staff.
- A new data security policy was approved, communicated, and put into practice.

Rachel thanked the Research department for its ongoing efforts to provide professional development to ensure Board members feel prepared to review projects in emerging areas, such as cannabis research. As well, appreciation was expressed for compensating part-time employees, which has resulted in increased Board engagement.

**IT WAS MOVED BY:** Michael Lapaine  
**SECONDED BY:** Heather Torres  
**THAT:** the Lambton College Board of Governors accepts the Lambton College Ethics Board 2019 Annual Report. 2020-7 Carried

**5. LAMBTON COLLEGE FOUNDATION AND ALUMNI ASSOCIATION PRESENTATION**

Marc Guilbeault, Director, Lambton College Foundation and Alumni Association highlighted the significant progress made in 2019 achieving the goals and mandate of the Foundation and the Alumni Association. In addition, to hosting all the annual fundraising and annual student support events and initiatives on campus and in Toronto, the Foundation lead the grand opening ceremony of the NOVA Chemicals Health and Research Centre. RBC Future Launch was approved and initiated. This program funded by an RBC donation will provide mentoring opportunities for students. Recently, an RFP was issued to secure an investment advisor to manage the Foundation's endowment fund.

**6. FINANCIAL STATEMENTS FOR THE PERIOD ENDED DECEMBER 31, 2019 AND WINTER FORECAST**

Spencer Dickson introduced Kate Large, Director, Financial Services and Julie Carlton, Director, Financial Planning who provided a summary of the Financial Statements for the period ending December 31, 2019 and the Winter Forecast. Julie provided a high-level overview of the Statements and the main variances. The greater than expected surplus is partially a result of an increase in interest earned as the College are holding deposits for a

longer period of time. Other variances are the result of now having actuals based on usage, versus only estimates on utility expenditures as we reach the first full year of the new building.

**IT WAS MOVED BY:** Michael Lapaine  
**SECONDED BY:** Barry Hogan  
**THAT:** the Board of Governors approves the Finance and Property Committee recommendation to approve the Financial Statements for the period ended December 31, 2019 and Winter Forecast of Financial Results for the year ending March 31, 2020. 2020-8 **Carried**

7. **2020-21 TUITION, COMPULSORY & OPTIONAL FEES**

Rob Kardas, VP, Academic and Student Success reviewed the 2020-21 Tuition, Compulsory & Optional Fees schedule as presented. This College is now entering the second year of the Student Choice Initiative, which froze tuition and allowed students to opt out of certain ancillary fees. The Student Administrative Council has reviewed and approved this schedule of ancillary fees as per the requirement for them to sign off on the fee schedule every 5 years. It was noted that the fees may need to be reviewed again by the Board as the Student Choice Initiative has been legally challenged.

**IT WAS MOVED BY:** Michael Lapaine  
**SECONDED BY:** Susan Ferguson  
**THAT:** the Board of Governors approves the Finance and Property Committee recommendation to approve the 2020-21 Tuition, Compulsory and Optional Fees as presented, reflecting the categorization of compulsory and optional ancillary fees levied by Lambton College and the Lambton College Student Administration Council as required by MCU Directive. 2020-9 **Carried**

8. **GOVERNANCE REPORT**

The Governance Report was presented as written. There were no updates to report regarding the attendance of recent PAC committees.

**IT WAS MOVED BY:** Michael Caverly  
**SECONDED BY:** Susan Ferguson  
**THAT:** the Board of Governors approves the Governance Report and all decisions and motions therein, as presented. 2020-10 **Carried**

9. **OTHER BUSINESS**

- a. **BScN Program**: The Minister of Colleges and Universities announced that colleges will be allowed to offer the BScN program independently, on a standalone basis.
- b. **OCAA Championships**: The OCAA will be hosted at Lambton College on March 6, 7,8. The Board of Governors will receive an invitation.

10. **ADJOURNMENT**

The meeting adjourned at 6:56 p.m.

MINUTES APPROVED BY:

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J. McMichael-Dennis, Chair

AT MEETING OF: April 2, 2020

Dawn Schieman on behalf of Lianne Birkbeck,  
Recording Secretary