

BOARD OF GOVERNORS OPEN BOARD MEETING
April 4, 2019 ~4:30 p.m.
Lambton College
Boardroom C1-211, Sarnia, ON

MINUTES

Members

Janice McMicheal-Dennis, Chair
Mike Lapaine, 1st Vice-Chair
Mark Hiseler, 2nd Vice-Chair
Christy Bressette
Michael Caverly – regrets
Susan Ferguson –regrets
Dave Mitton
Carolynne Griffith
Barry Hogan - regrets

Resource Staff

Prince Patel	Donna Church
Sandy Marshall	Spencer Dickson
Judith Morris	Margaret Dragan
Heather Torres	Rob Kardas
Alan Warren	Marc Guilbeault
Jim Wodham	Kate Large

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.

The Chair welcomed the Office Administration students in attendance.

2. CONSENT AGENDA

1. April 4, 2019 Agenda
2. February 21, 2019 Open Minutes
3. Conflict of Interest Declaration
4. President's Report
5. Chair's Report
6. Governance Report

IT WAS MOVED BY: Mark Hiseler

SECONDED BY: Sandy Marshall

THAT: The Lambton College Board of Governors approves the minutes of the February 21, 2019 and the entire content of the consent agenda. 2019-16

3. **STUDENT IMPACT STORY**

Judy Morris introduced Jamie Savoie an Esports student who spoke about his background and his experiences in the program. He enjoys the deep friendships, international nature, and the innovation of gaming. He looks forward to a career in gaming and watching the program grow and evolve over the next couple of years, as the industry changes so rapidly.

4. **2018 SEXUAL ASSAULT AND VIOLENCE ANNUAL REPORT**

Laura Burke, Safety and Security Specialist and Rob Kardas presented the report overviewing the number of assaults and the focus of the College to prevent and support survivors. Multiple college departments (e.g. Wellness Centre, Safety and Security, Counselling) work together to increase awareness, prevention, empathy for survivors, and self-defense. The report represents formal complaints only.

The survey had a 9% response rate. Rob overviewed the survey results. The Lambton College Advisory Committee on Sexual Violence will be reviewing the results and action planning. The international education private partnerships have an obligation to complete the survey. The Board will be provided those statistics as well in the future.

IT WAS MOVED BY: Brian Lucas
SECONDED BY: Christy Bressette
THAT: the Lambton College Board of Governors approves the 2018 Sexual Assault and Violence Report. 2019-17. **CARRIED.**

5. **2018 QUALITY ASSURANCE REPORT**

Beth Ann Wiersma and Spencer Dickson presented the Quality Assurance Report. highlighting the following:

- A total of seven comprehensive program reviews were initiated in 2018.
- Cestar and Queen's campuses also undergo Quality Assurance reviews.
- Audit will occur in 2020.
- The government mandated Employer & Graduate Satisfaction surveys have survey collection flaws which cause the results to be questionable.

IT WAS MOVED BY: Mark Hiseler
SECONDED BY: Heather Torres
THAT: the Lambton College Board of Governors accepts the 2018 Quality Assurance Report. 2019-18. **CARRIED.**

6. **REVIEW BUSINESS PLAN AND BUDGET 2019-20**

Margaret Dragan overviewed the budget noting the College has a planned surplus. Domestic enrollment is maintained at its current level. International enrollment will increase. The International Education Private Public Partnerships enrolment caps are still in place; although an enrolment management plan will be submitted to the

Government which recommends increases to enrolment. Capital Reserves were explained and discussed.

All new employee positions have been assessed for one of the following criteria:

- will generate revenue
- are funded
- or moving from full-time from contract

As well, all positions must support the strategic goals.

IT WAS MOVED BY: Michael Caverly

SECONDED BY: Sandy Marshall

THAT: the Board of Governors approves the Finance and Property Committee recommendation to approve the Business Plan and Budget for 2019-20. **CARRIED.** 2019-19

7. TUITION AND ANCILLARY FEES

Margaret Dragan indicated the College is still awaiting government direction regarding ancillary fees in light of the policy changes that will allow students to opt-out of certain ancillary fees. Work is taking place with the Student Administrative Council to finalize the fees.

8. OTHER BUSINESS

1. Program Advisory Committee Meeting Governor Reports

Hairstyling and Esthetician: Esthetician had a 100% student satisfaction and Hairstyling is close to 100%. The spa is open to the general public.

- 2. Convocation Speaker:** The speaker will be Roberta Jamieson. An honorary diploma motion will be sent electronically.

9. ADJOURNMENT

The meeting adjourned.

MINUTES APPROVED BY:

J. McMichael-Dennis, Chair

AT MEETING OF: June 6, 2019 Lianne Birkbeck, Recording Secretary