

**BOARD OF GOVERNORS OPEN BOARD MEETING
January 24, 2019 ~4:30 p.m.
Lambton College
Boardroom C1-211, Sarnia, ON**

MINUTES

Members

Janice McMichael-Dennis,
Chair
Mike Lapaine, 1st Vice-Chair
Mark Hiseler, 2nd Vice-Chair
Christy Bressette (Leave of
Absence)
Michael Caverly
Susan Ferguson
Dave Mitton
Carolynne Griffith (via phone)
Barry Hogan

Liz Kenny (observer only via
phone)

Prince Patel (regrets)
Sandy Marshall

Judith Morris
Heather Torres
Alan Warren
Jim Wodham

Resource Staff

Donna Church
Spencer Dickson

Margaret Dragan
Rob Kardas
Marc Guilbeault

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. January 24, 2019 agenda
2. December 6, 2019 Open Minutes
3. Conflict of Interest Declaration
4. President's Report
5. Chair's Report

IT WAS MOVED BY: Mike Caverly

SECONDED BY: Sandy Marshall

THAT: The Lambton College Board of Governors approves the Minutes of the December 6, 2018 and the entire contents of the consent agenda items. 2019-02. **Carried.**

3. **STUDENT IMPACT STORY**

Jason Watts and Akua Anonyoun, student athletes, overviewed their experiences highlighting the struggles of juggling school work and athletics. They both noted the new facility attracts people who want to be part of something new and very impressive, which is great for the team and the school.

4. **STUDENT ADMINISTRATIVE COUNCIL (SAC)**

Kyle McVittie overviewed SAC's 2018 accomplishments and activities. New in 2018 was the hire of the SAC's Student Life Coordinator who assists international students with housing, finding part-time jobs, and integration into the college student body. As well, the community is using the Athletics and Fitness Centre and the Esports arena; this is creating a feeling of excitement for the future.

5. **HEALTH AND SAFETY ANNUAL REPORT**

Laura Burke, Safety and Security Specialist and Jessica Iacobelli, Health, Safety and Environmental Coordinator overviewed the report in detail. There is a provincial group that shares best practices. Engagement of the staff is high and all are open to safety and security initiatives. Team meetings are beginning with safety moments to embed the culture of safety for all employees and students.

IT WAS MOVED BY: Susan Ferguson

SECONDED BY: Brian Lucas

THAT: the Lambton College Board of Governors accepts the 2018 Health and Safety Report. 2019-03. **Carried.**

6. **SOUTH BUILDING RENOVATIONS PRESENTATION**

McMichael Ruth, Architect overviewed the design principles of the Athletes and Fitness Centre and the NOVA Chemicals Health and Research Centre, which will now extended to renovating the pre-existing building. The next phase of the rejuvenation of the campus is a new entrance, moving the campus shop to the entrance, and updating the reception desk as well as new science labs.

7. **OFA LOAN AGREEMENT**

Margaret Dragan overviewed the background that necessitates the need for the loan. The document has had legal review. The Board discusses the recent government policy in regard to OSAP, Tuition, and Ancillary Fees.

IT WAS MOVED BY: Michael Lapaine

SECONDED BY: Michael Caverly

THAT: the Board of Governors approves Judith Morris, President & CEO and Margaret Dragan, Vice-President Finance & Administration to execute the Loan Agreement with Ontario Financing Authority dated March 8, 2019, a copy of which is attached hereto. 2019-04. **Carried.**

8. **INSURANCE AND RISK MANAGEMENT REPORT**

Kate Large, Director of Finance overviewed the insurance report detailing the coverage the College maintains. Spencer Dickson overviewed the risk management initiatives, specifically the academic area's focus on efficiency, effectiveness, and safety. As well, understanding cybersecurity is a focus, as is providing harassment and discrimination training to mitigate risk.

9. **TUITION AND ANCILLARY FEES**

Margaret Dragan indicated because of the very recent policy changes the College would not be recommending approval of the Tuition and Ancillary Fees at this time. The 2019-2020 fees will be presented at a future meeting once more is known.

12 **GOVERNANCE**

The report was reviewed. The new title of the President's Evaluation Committee should be consistent throughout the Governance policy. This will be ensured.

IT WAS MOVED BY: Mark Hiseler
SECONDED BY: Heather Torres
THAT: the Board of Governors approves the Governance Report and all decisions and motions therein, as presented. 2019-05 **Carried.**

13 **BOARD ATTESTATIONS**

Margaret indicated that we have to abide by the Financial Administration Act and receive the permission of the Minister of Finance to enter into contracts. There is an exemption to colleges for contracts that meet specified criteria. The Minister must approve a contract greater than 3% of prior year's total revenue. A summary of the contracts will be presented to the Board before the attestations from the Board Chair are signed.

14 **OTHER BUSINESS**

13 **ADJOURNMENT**

The meeting adjourned at 6:20 p.m.

MINUTES APPROVED BY:

J. McMichael-Dennis, Chair

AT MEETING OF: February 21, 2019 Lianne Birkbeck, Recording Secretary