





MANITOBA INSTITUTE OF
TRADES AND TECHNOLOGY

MITT GOVERNING BOARD
MEETING MINUTES

Date:	January 30, 2018
Time:	3:00pm
Location:	Boardroom, 14 Fultz Blvd.
Chair:	John Schubert
Recording Secretary:	Sharon Taylor
Present:	<u>Governing Board Members:</u> Julie Fisher, Ron Brown, Ron Hambley, Amanda Jenkyns, Christine Payne
	<u>Regrets:</u> Brent Pooles
	<u>Administration:</u> Ray Karasevich, Paulette Shonoski
	<u>Invitees:</u> Rick Martin, A/VP Academic

Initials:  Chair  Secretary-Treasurer

1. CALL TO ORDER

Item:	Status:	Description:	Action by:	Due:
1A.	Closed	ESTABLISHMENT OF QUORUM The meeting was called to order at 3:01pm. A quorum of Governing Board members was present.	INFO	

2. CONSENT AGENDA BUSINESS


Item:	Status:	Description:	Action by:	Due:
2.	Open	CONSENT AGENDA BUSINESS A. Declaration of Conflicts B. Approval of Agenda C. Approval of Minutes of November 28, 2017 D. Acceptance of Executive and Governance Committee Report E. Approval of Management Report F. Approval of Finance Report G. Board Correspondence It was noted that the minutes of Nov. 28/17 were updated following initial review. The updated minutes were included in the board package. The board discussed circulation of financial statements in board meeting months only (rather than monthly). Action: P. Shonoski will notify Finance. <u>Motion #01/18 (R. Brown / A. Jenkyns)</u> "That the agenda, including consent agenda business, be approved as presented." <u>CARRIED</u>	P. Shonoski	Mar. 20/18

Initials: Chair Secretary-Treasurer

3. BUSINESS ARISING FROM THE MINUTES (N/A)

4. NEW BUSINESS

Item:	Status:	Description:	Action by:	Due:
4A.	Closed	<p>BOILER REPLACEMENT</p> <p>MITT's boiler recently failed and a temporary boiler is required to see the institution through the winter. A boiler replacement will be required in the longer term.</p> <p><u>Motion #02/18 (R. Hambley / J. Fisher)</u> "That the governing board approve the installation and four months rental of a temporary boiler to a maximum of \$77,512, and authorize the administration to submit an insurance claim to cover the expense. Further, that the administration is authorized to engage an engineer to assess the physical and mechanical requirements of a permanent boiler replacement."</p> <p><u>CARRIED</u></p> <p><u>Motion #03/18 (J. Fisher / A. Jenkyns)</u> "That the governing board approve the permanent replacement of the boiler in principle, and authorize the administration to seek funding through the Public Schools Finance Board for the boiler replacement."</p> <p><u>CARRIED</u></p>	INFO	

Initials:  Chair  Secretary-Treasurer

[3]

CNTD...

4. NEW BUSINESS (CNTD)

Item:	Status:	Description:	Action by:	Due:
4B.	Open	<p>GOVERNING BOARD POLICY JURISDICTIONAL SCAN</p> <p>The board reviewed a report on a jurisdictional scan of governance policies recently conducted, in which several education, non-profit and business entities' governance policies were reviewed. The report included recommendations regarding policies MITT's board could consider adding to its Board Governance Manual.</p> <p>Communications in the event of a serious incident was discussed. Action: S. Taylor will circulate contact information for MITT's Manager of Public Relations.</p> <p>A prioritized plan that addresses board and administrative policies will be brought back for review on March 20/18.</p>	S. Taylor	Mar. 20/18
4Bi.	Closed	<p>BOARD EDUCATION</p> <p>Professional development opportunities were circulated and discussed. Board members were asked to notify the Chair and Secretary to the Board if interested in PD.</p>	INFO	

Initials:



Chair



Secretary-Treasurer

5. STRATEGIC AND GENERATIVE GOVERNANCE DISCUSSION

Item:	Status:	Description:	Action by:	Due:
5A.	Closed	MINISTER VISIT AND BRIEFING NOTE The board was briefed in preparation for Minister Wishart's visit to MITT, which took place immediately following the board meeting.	INFO	
5B.	Open	INTERNATIONAL STRATEGY A report on the results of the international program review was circulated and updates on recent activities were provided. This item was carried forward for further discussion on March 20/18.	S. Taylor	Mar. 20/18

6. AGENDA ITEMS FOR NEXT MEETING

Item:	Status:	Description:	Action by:	Due:
6A.	Closed	AGENDA ITEMS FOR MARCH 22, 2018 A. 2018-19 Provincial Budget B. Business Plan Update	INFO	

7. IN-CAMERA MEETING (N/A)

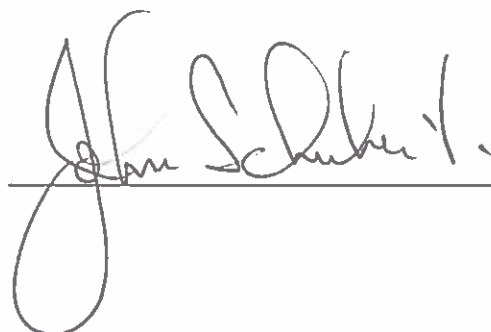
Item:	Status:	Description:	Action by:	Due:
7.	Closed	COMMITTEE OF THE WHOLE (IN-CAMERA) Due to the Minister's visit, time did not allow for an in-camera discussion.	INFO	

Initials:  Chair  Secretary-Treasurer


CNTD...

8. TERMINATION

Item:	Status:	Description:	Action by:	Due:
8.	Closed	TERMINATION <u>Motion # 04/18 (J. Fisher):</u> "That the Governing Board meeting terminate at 4:55 p.m."	INFO	



Chair



Secretary-Treasurer

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Initials:  _____ Chair  _____ Secretary-Treasurer