



**MANITOBA INSTITUTE OF
TRADES & TECHNOLOGY**

BOARD OF GOVERNORS MEETING

ZOOM MEETING

NOVEMBER 24, 2020

7:30 AM – 9:00 AM

| | |
|-----------------------|---|
| BOARD MEMBERS: | K. Webb (Chair), C. Payne (Vice-Chair), R. Brown, B. Pooles, M. Buckberger, P. Shahi, L. Toupin-Mulvihill |
| STAFF: | R. Karasevich (President/CEO), B. Stuart, P. Shonoski, J. Thorsteinson (Board Secretary), C. McCorriston (Recorder) |
| GUESTS: | R. Baldwin, R. Brooks, M. Groeneveld, J. Lumb |

MINUTES

| # | ITEMS | LEAD |
|-----------------------------------|---|-----------------------|
| 1. | Land Acknowledgement "MITT acknowledges that it is on Treaty 1 territory and the traditional territory of Anishinaabeg, Cree, and Dakota Peoples, and the homeland of the Metis Nation." | R. Brown |
| 2. CALL TO ORDER | | |
| 2.1 | Establishment of Quorum The Board Secretary confirmed quorum was established and the meeting was called to order at 7:32 am. | Chair |
| 2.2 | Declaration of Conflicts No conflicts of interest were declared. | Chair |
| 3. CONSENT AGENDA BUSINESS | | |
| 3.1 | Approval of Agenda | Chair |
| 3.2 | Sept 24, 2020 Governance and Audit & Finance Committee Minutes | Chair |
| 3.3 | Approval of Oct 6, 2020 Board Minutes | Chair |
| 3.4 | Approval of Management Report | Chair |
| 3.5 | Enrolment Report | Chair |
| 3.6 | Previous Board Meeting Feedback | Chair |
| 3.7 | Board Correspondence | Chair |
| 3.8 | Chair's Report | Chair |
| | BRD Motion #22/20-21 (R. Brown, B. Pooles) "That the agenda, including consent agenda business, be approved as presented." | Chair |
| | | <u>CARRIED</u> |

Initials: kw Chair JT Board Secretary

4. BUSINESS ARISING FROM THE MINUTES

- 4.1 Vice-Chair Appointment Chair
BRD Motion #23/20-21 (B. Pooles, P. Shahi)
“That C. Payne be appointed as the Vice-Chair of the MITT Board of Governors.” **CARRIED**

- 4.2 Committee Chair Appointments Chair
BRD Motion #24/20-21 (L. Toupin-Mulvihill, C. Payne)
“That R. Brown be appointed as the Chair of the Governance Committee and that B. Pooles be appointed as the Chair of the Audit and Finance Committee.” **CARRIED**

- 4.3 Update Strategic Plan RFP Process President/CEO
 The President/CEO shared that MITT has sent out the RFP to a selected group of potential vendors, some of those names were provided by board and management suggestions. A formal selection process will be identified and a reminder was issued that board members may put their name forward if they would like to participate on the selection panel.

5. COMMITTEE REPORTS

- 5.1 Governance Committee Report Chair (GOV)
 - A. Proposed Year-End Board Evaluation for 2020-21
 R. Brown shared that the year-end board evaluation has been updated.

 - B. Proposed Board Activity Schedule - Annual, Policy, Strategic
 R. Brown noted that the board activity schedule has been updated to reflect the priorities for this academic year.

 - C. Skills Matrix
 R. Brown advised that the skills matrix has been revised to better capture the diverse skills and experience of our current board members.

BRD Motion #25/20-21 (R. Brown, L. Toupin-Mulvihill)
“That the revised Skills Matrix be approved as presented.” **CARRIED**

 - D. Policy Review
 - i. A-1 Duties of the Governing Board
 - ii. A-3 Powers and Authorities of the Governing Board
 - iii. A-11 The Role of the President and CEO
BRD Motion #26/20-21 (R. Brown, L. Toupin-Mulvihill)
“That the Board approve policies A-1, A-3, and A-11 as presented.” **CARRIED**

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|---|---|---------------|
| 5.2 | Audit and Finance Committee Report | Chair (AF) |
| A. | <p>Q1 Results</p> <p>P. Shonoski provided a summary of the financial report which includes the actual results of Q1, noting that enrolment was stronger than expected and resulted in a surplus rather than a deficit that was initially expected from challenges relating to Covid-19. With additional programs and offering of blended learning, we created opportunities that resulted in a positive outcome, along with the accumulated surplus from last year that provides us with increased coverage should we continue to see challenges relating to Covid-19. Despite the positive Q1 results, MITT is still expecting to run an operating deficit for this fiscal year, albeit smaller than projected in the 2021/21 budget.</p> | P. Shonoski |
| B. | <p>2021-22 Preliminary Budget</p> <p>P. Shonoski shared that the 2021-20 preliminary budget has been created and includes costs for building maintenance, I.T. upgrades, potential staff increments, equipment, and one-time capital expenses. A manageable deficit is projected in 2021/22 due to Covid-19 pressure that will persist into next fiscal year.</p> | P. Shonoski |
| <p><u>BRD Motion #27/20-21 (B. Pooles, M. Buckberger)</u> <u>“That 2021-22 Preliminary Budget be approved as presented.”</u></p> | | Chair (AF) |
| <u>CARRIED</u> | | |
| 6. NEW BUSINESS | | |
| 6.1 | <p>Oversight of Post-Secondary Institutions (OAG)</p> <p>The President/CEO noted that this is a comprehensive report on post-secondary governance and oversight which provides a range of recommendations and advice. The President/CEO provided a brief overview of the OAG report and noted that MITT is well positioned with the recommendations. A series of policy amendments will come to the MITT board in January.</p> | President/CEO |
| 6.2 | <p>Federal/Provincial Government Relations Update</p> <p>The President/CEO shared that MITT received an increase in funding for training and re-training opportunities for students to assist with the Covid-19 recovery plan.</p> <p>The President / CEO shared that some of his staff are working on a response to Bill 45 which establishes one collective bargaining unit in Manitoba for Teachers. In addition to what was shared at the meeting we will add that the bill specifically allows for a separate collective bargaining process for the DSFM in Manitoba which may be the same strategy MITT pursues as well.</p> <p>The President/CEO noted that while student mobility for international education remains a concern, MITT has been successful in attracting in-country applicants to date.</p> <p>The President/CEO indicated that MITT received \$250,000 in Safe Schools funding and it was used towards increased sanitation and classroom resources.</p> | President/CEO |
| 6.3 | <p>Provincial Capital Investment</p> <p>The President/CEO shared that MITT received an official letter of approval for the final design and implementation of the welding shop expansion which will provide additional training opportunities in welding and manufacturing occupations.</p> | President/CEO |

Initials: kw Chair JT Board Secretary

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7. STRATEGIC/GENERATIVE GOVERNANCE DISCUSSION

- 7.1** MITT Economic Impact Report Presentation from Acornhill Partners Inc. R. Baldwin
R. Baldwin presented a report that summarized the economic impact of MITT in Manitoba's economy, achievements of MITT, challenges with funding and visibility, as well as recommendations suited for MITT's success.

8. DEPARTMENTAL / OPERATIONAL PRESENTATION

- 8.1** Micro-Credentials Presentation R. Brooks / M. Groeneveld
R. Brooks and M. Groeneveld presented on MITT's plan to offer micro-credentials which is a solution to rapidly train, meet in-demand market labour need, and provides an opportunity for part time offerings to students who cannot commit to full time studies. A listing of proposed 2021-22 offerings will be shared with the board in the January board package.

9. AGENDA ITEMS FOR NEXT MEETING – JANUARY 26, 2021

- 9.1** None

10. IN-CAMERA MEETING

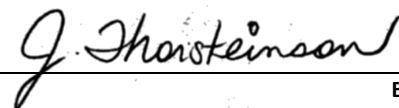
- 10.1** BRD Motion #28/20-21 (B. Pooles, R. Brown)
"That the Governing Board meeting adjourn to Committee of the Whole (In-Camera) at 9:06 a.m." **CARRIED**
- 10.2** BRD Motion #29/20-21 (C. Payne, L. Toupin-Mulvihill)
"That the Committee of the Whole (In-camera) rise and report at 9:15 a.m." **CARRIED**

11. TERMINATION

- 11.1** BRD Motion #30/20-21 (B. Pooles, P. Shahi)
"That the Governing Board meeting terminate at 9:15 a.m." **CARRIED**



Chair



Board Secretary