



MANITOBA INSTITUTE OF TRADES & TECHNOLOGY

BOARD OF GOVERNORS MEETING

67 SCURFIELD BLVD – ROOM 101

DECEMBER 6, 2022

8:00 AM – 9:30 AM

BOARD MEMBERS:	K. Webb (Chair), R. Brown, B. Pooles, K. Atamanchuk, R. Kinley, P. Shahi
STAFF:	R. Karasevich (President/CEO), J. Thorsteinson (Board Secretary), J. Lumb (Board Treasurer), N. Cooke, B. Stuart, A. Cheyne-Hill (Recorder)
GUESTS:	T. Chestnut (MITT Senior Analyst, Policy & Performance)
REGRETS:	C. Payne (Vice-Chair)

MINUTES

#	ITEMS	LEAD
1.	CALL TO ORDER	
1.1	Land Acknowledgement “MITT acknowledges that it is on Treaty 1 territory and the traditional territory of Anishinaabeg, Cree, Dakota and Dene Peoples, and the homeland of the Metis Nation.”	Chair
1.2	Establishment of Quorum Quorum was met and the meeting was called to order at 8:08 a.m.	Chair
1.3	Declaration of Conflicts No conflicts of interest were declared.	Chair
2.	CONSENT AGENDA BUSINESS	
2.1	Approval of Agenda	Chair
2.2	Committee Meeting Minutes: A. November 28, 2022 (GOV)	Chair
2.3	Approval of Board Meeting Minutes: A. October 25, 2022 (BRD)	Chair
2.4	Management Report	Chair
2.5	Enrolment Report	Chair

Initials: K. Webb Chair

J. Thorsteinson Board Secretary

2.6	Board Correspondence	Chair
	A. 2022 School Board Member Handbook	
	B. 2022-09-16 Province of MB - Respect Group Training Reporting Requirements	
	C. 2022-10-26 Province of MB - Tuition Reimbursement for Students in ECE Program	
	D. 2022-10-26 R. Karasevich letter to Minister Ewasko re MTS CBA	
	E. 2022-10-31 MSBA Memo to SD re FIPPA request for number of NDAs w Letter Template	
	F. 2022-11-02 Enhancements to the framework for addressing teacher misconduct - Stakeholder Consultations	
	G. 2022-11-07 Province of MB - Bullying Awareness and Prevention Week Letter	
	H. 2022-11-07 Province of MB - Bullying Awareness and Prevention Week Proclamation	
2.7	Chair's Report	Chair
2.8	Board Action Sheet	Chair

BRD Motion #29/22-23 (B. Pooles, R. Kinley)**"That the agenda, including consent agenda business, be approved as presented."****CARRIED****3. BUSINESS ARISING FROM THE MINUTES****3.1** None**4. COMMITTEE REPORTS**

4.1	Audit and Finance Committee Report No November meeting.	Chair (A&F)
4.2	Governance Committee Report	Chair (GOV) Board Secretary
	A. Policy Updates	
	i. B-11 Risk Management	
	<u>BRD Motion #30/22-23 (R. Brown, K. Atamanchuk)</u>	
	<u>"That the Board approves policy B-11 Risk Management as presented."</u>	<u>CARRIED</u>
	<u>"That the Board approves policy E-1 Governing Board Annual Responsibilities as presented"</u>	<u>CARRIED</u>
	ii. B-12 Crisis Communications	Board Secretary
	<u>BRD Motion #/22-23 "That the Board approves policy B-12 Crisis Communications as presented/amended."</u>	<u>Deferred to June 2023.</u>
	B. Sexual Violence Policy Training	Board Secretary
	B. Stuart presented sexual violence legislation and requirements of MITT. Legislation language could be included in Board Policy A-1 Duties of the Board of Governors.	

Initials: Ken Wells ChairJF Board Secretary

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| C. | Board Professional Development Opportunities
J. Thorsteinson shared that Crown Services is no longer offering the Board Training Program for appointees to Agencies, Boards, and Commissions. Discussed benefits to completing board training as a group with opportunity for individual training. A depository of resources will be added to the Teams channel. Cyber training information, Linked In Learning and other e-course depositories already used by MITT to be considered and utilized. | Board Secretary |
| D. | Board Evaluation Process
R. Brown shared that there will be evaluations completed mid-year and end of year. J. Thorsteinson shared that questions are framed in a way to pivot if there are issues raised. Support to send out to board in February. | Board Secretary |
| E. | Board member presence on MITT website
J. Thorsteinson shared that there is a wish to include board member information on the website. Photo, place of employment, short bio, no contact information to be included. | Board Secretary |
| F. | Interim Superintendent Responsibilities
<u>BRD Motion #31/22-23 (R. Brown, P. Shahi)</u>
"That the Board approves Neil Cooke, VP Academics, to serve in the role of Superintendent until a new CEO is named."
<u>CARRIED</u> | Chair (GOV) |
| G. | Interim FIPPA Head of Local Body
<u>BRD Motion #32/22-23 (R. Brown, B. Pooles)</u>
"That the Board approves Jana Thorsteinson, Associate Vice President, External and Corporate Affairs, to serve in the role of FIPPA Head of Local Body until a new CEO is named."
<u>CARRIED</u> | Chair (GOV) |
| H. | Confirmation of Search Consultant Decision
<u>BRD Motion #33/22-23 (R. Brown, R. Kinley)</u>
"That the Board approves the recommendation of the Governance Committee to appoint Leaders International as the designated search firm for the 2022-2023 President and CEO search."
<u>CARRIED</u> | Chair (GOV) |

5. NEW BUSINESS

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| 5.1 | Child Care Centre
R. Karasevich provided and update on the possibility of MITT obtaining two Child Care Centres. Province has funds accessible with a variety of models. MITT has made it clear that they will not be paying for capital cost, as this is a priority of the Province. Board will be provided further update when available. | President/CEO |
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6. STRATEGIC/GENERATIVE/DEPARTMENTAL PRESENTATION

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| 6.1 | Alumni Survey Results
T. Chestnut provided presentation including both high satisfaction rates and some areas where improvement can be made, alumni employment rates, and respondent demographics. | T. Chestnut |
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- 6.2 Program Advisory Committee Bi-Annual Ends Report
Deferred to February 28, 2023.

VP Academic

7. AGENDA ITEMS FOR NEXT MEETING – Feb 28, 2023

- 7.1 Program Advisory Committee Bi-Annual Ends Report

8. IN-CAMERA MEETING

8.1 BRD Motion #34/22-23 (K. Atamanchuk, P. Shahi)

“That the Governing Board meeting adjourn to Committee of the Whole (In-Camera) at 9:15 a.m.”

CARRIED

Transition Discussion (Interim Leadership Plan, Interim Proposed Salary)
CEO Evaluation Final Confirmation

BRD Motion #35/22-23 (R. Brown, C. Payne)

“That the Board approve a rotational leadership model to cover the vacancy that will exist in the MITT President and CEO position as of January 1, 2023. The interim leadership phase is expected to be from January 1, 2023 to June 30, 2023. The rotation will adhere to the following schedule:

Beverlie Stuart, interim president, January and February, 2023

Neil Cooke, interim president, March and April, 2023

Jana Thorsteinson, interim president, May, 2023

Jennifer Lumb, interim president, June, 2023

A recommended compensation package has been determined.

CARRIED

8.2 BRD Motion #36/22-23 (R. Brown, B. Pooles)

“That the Committee of the Whole (In-camera) rise and report at 9:35 a.m.”

CARRIED

9. TERMINATION

9.1 BRD Motion #37/22-23 (K. Webb)

“That the Governing Board meeting terminate at 9:35 a.m.”

CARRIED



Chair



Board Secretary