



**MANITOBA INSTITUTE OF  
TRADES & TECHNOLOGY**

**BOARD OF GOVERNORS MEETING  
2150 CHEVRIER BLVD - BOARDROOM  
FEBRUARY 28, 2023  
8:00 AM – 9:30 AM**

<b>BOARD MEMBERS:</b>	K. Webb (Chair), R. Brown, K. Atamanchuk, P. Shahi, C. Payne (Vice-Chair)
<b>STAFF:</b>	B. Stuart (Interim President/CEO), J. Thorsteinson (Board Secretary), J. Lumb (Board Treasurer), N. Cooke, A. Cheyne-Hill (Recorder)
<b>REGRETS:</b>	R. Kinley, B. Pooles

**MINUTES**

#	ITEMS	LEAD
<b>1.</b>	<b>CALL TO ORDER</b>	
<b>1.1</b>	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.”	R. Brown
<b>1.2</b>	Establishment of Quorum Quorum was met and the meeting was called to order at 8:02 a.m.	Chair
<b>1.3</b>	Declaration of Conflicts No conflicts of interest were declared.	Chair
<b>2.</b>	<b>CONSENT AGENDA BUSINESS</b>	
<b>2.1</b>	Approval of Agenda	Chair
<b>2.2</b>	Committee Meeting Minutes: A. February 22, 2023 (GOV) B. February 22, 2023 (A&F)	Chair
<b>2.3</b>	Approval of Board Meeting Minutes: A. December 6, 2022 (BRD)	Chair
<b>2.4</b>	Management Report	Chair
<b>2.5</b>	Enrolment Report	Chair

Initials:

Chair

Board Secretary

<b>2.6</b>	Board Correspondence	Chair
	A. 2022-12-09 AESI Results from PSAF Engagement Session with PSIs	
	B. 2022-12-16 MSBA Memo to BC SU ST re Fall Legislature Sitting	
	C. 2022-12-28 Board Chair Summary Letter to R Karasevich on Evaluation 21-22	
	D. 2023-01-19 Minister Ewasko and Minister Reyes letter re Expansion of ECE-CCA seats and Facilities	
	E. 2023-01-19 SDML Opposition letter re Performance Based Funding	
	F. 2023-01-23 Minister Ewasko response to Interim Structure at MITT	
	G. 2023-01-27 Minister Ewasko letter and proclamation Teacher and Staff Appreciation Week February 6-10 2023	
	H. 2023-02-02 Minister Ewasko letter and proclamation Black History Month Feb 2023	
	I. 2023-02-03 Advanced Education and Training Deputy Minister 23- 24 Funding Letter	
	J. 2023-02-06 Minister Ewasko letter re Provincial Assessments k-12	
	K. 2023-02-07 Minister Reyes Response letter re New Ministerial Portfolio	
	L. 2023-02-17 Invitation to Board of Governor's Virtual Engagement and Training Event	
<b>2.7</b>	Chair's Report	Chair
<b>2.8</b>	Board Action Sheet	Chair

**BRD Motion #47/22-23 (P. Shahi, R. Brown)****"That the agenda, including consent agenda business, be approved as presented."****CARRIED****3. BUSINESS ARISING FROM THE MINUTES****3.1** None**4. COMMITTEE REPORTS**

<b>4.1</b>	Audit and Finance Committee Report	Chair (A&F) Board Treasurer
	A. President's Expenses Mid Fiscal Year Report	
	J. Lumb provided overview of report.	
	These expenses are subject to 100% audit by Grant Thornton. Wrap up on previous president's expenses will be provided at June's board meeting.	
	B. Q2 22-23 Financial Results and Final 23-24 Operational Budget Approval	Board Treasurer
	J. Lumb shared YTD operating actuals and the forecast to end of June 2023 which will result in surplus of \$1.55 million, representing a \$1.51 million increase to the budgeted surplus.	
	23-24 Budget includes increase to base funding as outlined in funding letter. Operating fund net income projected at an \$80k deficit. Capitalized investment of \$1.9 million translates into an annual increase in amortization of \$115k.	
	<b><u>BRD Motion #48/22-23 (P. Shahi, R. Brown)</u></b>	
	<b>"That the Board approves the Final 23-24 Operational Budget as presented."</b>	<b><u>CARRIED</u></b>
	C. Risk Register Update	Board Treasurer
	J. Lumb shared that the risk register is unchanged from last update.	

Initials: SL ChairJS Board Secretary

<b>4.2</b>	<b>Governance Committee Report</b>	Chair (GOV) Board Secretary
	A. Policy Updates	
	i. E-9 MITT Accessibility This policy was shared for information. It is approved at the Executive Council level as it is an administrative policy.	
	ii. E-1 Governing Board Annual Responsibilities <b><u>BRD Motion #49/22-23 (R. Brown, K. Atamanchuk)</u></b> <b><u>"That the Board approves policy E-1 Governing Board Annual Responsibilities as presented."</u></b>	<b><u>CARRIED</u></b>
	iii. A-14 President and CEO Evaluation <b><u>BRD Motion #50/22-23 (R. Brown, C. Payne)</u></b> <b><u>"That the Board approves policy A- 14 President and CEO Evaluation as presented."</u></b>	<b><u>CARRIED</u></b>
	B. Board of Governors Retreat Planning J. Thorsteinson shared draft agenda for Board Retreat. Board supports approach.	Board Secretary
	C. Mid-Year Board Evaluation Results R. Brown shared that results were positive. If there are any additional comments or concerns, board members can reach out to Board Secretary to discuss at any time.  May need to look at meeting schedule to provide board with additional engagement in between meetings if members feel that is necessary. Enhanced Chair's and/or Management report could be sent out to ensure board is informed between meetings.	Board Secretary
	D. President Search Update Defer to in-camera.	Board Secretary
	E. Board Professional Development Opportunities R. Brown shared that Provincial Training has been reinstated. LinkedIn Learning is available for board members through MITT; subject matter is relevant and beneficial. Board members (1-2) will have opportunity to attend CI Can conference April 23 to 25, 2023 in Montreal; information forthcoming.  <b>Action:</b> Board members to contact J. Thorsteinson if interested in attending CI Can conference. MITT will put together a budget and organize registrations.	Board Secretary

## 5. NEW BUSINESS

<b>5.1</b>	<b>Colleges Growth Proposal Update</b>	Board Secretary
	J. Thorsteinson shared that a summary document is being prepared for proposal to Government. Throne Speech did include this proposal, more information will be forthcoming.	

## 6. STRATEGIC/GENERATIVE/DEPARTMENTAL PRESENTATION

- 6.1** Program Advisory Committee Bi-Annual Ends Report VP Academic  
N. Cooke shared that report will be shared with board twice annually to confirm compliance. This will ensure MITT is supporting industry needs within the community.
- 6.2** Student Data Results VP Academic  
N. Cooke shared overview of results. Survey will be sent out three times annually, results will inform MITT's decision making. Updates will be provided to board as results are received; presented in a summarized executive summary format.

## 7. AGENDA ITEMS FOR NEXT MEETING – April 13, 2023

- 7.1** None

## 8. IN-CAMERA MEETING

- 8.1** BRD Motion #51/22-23 (K. Atamanchuk, R. Brown)  
"That the Governing Board meeting adjourn to Committee of the Whole (In-Camera) at 9:19 a.m." CARRIED
- 8.2** BRD Motion #52/22-23 (R. Brown, P. Shahi)  
"That the Committee of the Whole (In-camera) rise and report at 9:49 a.m." CARRIED

## 9. TERMINATION

- 9.1** BRD Motion #53/22-23 (K. Webb)  
"That the Governing Board meeting terminate at 9:49 a.m." CARRIED



Chair



Board Secretary