MANITOBA INSTITUTE OF TRADES & TECHNOLOGY

GOVERNING BOARD MEETING MINUTES
MAY 28, 2019
BOARDROOM, 2ND FLOOR, 14 FULTZ BLVD
3:30 PM – 6:30 PM

ITEM 1   **CALL TO ORDER**

A. Establishment of Quorum

Board members in attendance:	J. Schubert (Chair), J. Fisher (Vice-Chair), R. Hambley, C. Payne
Staff in attendance:	R. Karasevich, P. Shonoski, M. Derro, S. Taylor, N. Dupas
Invitees:	J. Thorsteinson, T. Abdel Aziz
Regrets:	R. Brown, B. Pooles, A. Jenkyns

Quorum was established and the meeting called to order at 3:29pm.

P. Shonoski gave a brief update on the CAMS optimization project. M. Derro and P. Shonoski also gave a staffing update on recent changes in their areas.

ITEM 2   **CONSENT AGENDA BUSINESS**

A. Declaration of Conflicts

B. Approval of Agenda

C. Approval of Minutes of March 19, 2019

D. Approval of Management Report

E. Approval of Finance Report

F. Board Correspondence (N/A)

Motion #13/19 (*C. Payne, R. Hambley*)

"That the agenda, including consent agenda business, be approved as presented."

CARRIED

Initials: _____ Chair _____ Secretary-Treasurer

CNTD…

ITEM 3 **BUSINESS ARISING FROM THE MINUTES (N/A)**

ITEM 4 **COMMITTEE REPORTS**

  A. Executive and Governance Committee Report
    i. A-8 (previously B-8) Meetings of the Governing Board
      - Parameters for Future E-Votes

    ii. A-9 (previously B-9) Self-Evaluation of the Governing Board
    iii. E-1 (previously F-2) Governing Board Annual Responsibilities
    iv. B-9 (previously C-9) Compliance Responsibilities
    v. B-9i (previously C-9i) Compliance List

A-8 suggested addition that a read receipt be included when e-votes are sent out.

A-9 suggested edit to the wording that we complete independent third party evaluation at least every three years rather than every 2 to 3 years.

Motion #14/19 (*J. Fisher, C. Payne*)
"That the board approve policies A-8, A-9, E-1, B-9 and B-9i as amended."

                     CARRIED

Request was made that we add a compliance statement in the quarterly finance report indicating government remittances are up to date. The statement will be signed off by the controller or VP finance.

R. Karasevich gave an update about the items included in the compliance statement and the rationale/background behind why they are included in the compliance statement. J. Schubert requested that R. Karasevich not sign the compliance statement until after the June 25, 2019 meeting in case of any changes.

Initials: _____ Chair _____ Secretary-Treasurer

CNTD...

Motion #15/19 (*C. Payne, R. Hambley*)
"That the board accept the President's Statement of Compliance, including the Addendum to the Statement for the 2018-19 academic/fiscal year."

CARRED

ITEM 5   **NEW BUSINESS**

A. Ratification of Pembina Trails Agreement

Motion #16/19 (*C. Payne, J. Fisher*)
"That the board ratify Motion #12/19 solicited by a special e-vote of the governing board on April 29, 2019 with results announced on May 16, 2019."

CARRIED

Motion #12/20 (*C. Payne / R. Brown*)
"That the board approve the extension of the MITT-Pembina Trails School Division Access Agreement for an additional period of one (1) year commencing July 1, 2019 and terminating on June 30, 2020. Further, that the board approve the proposed amendments to the agreement as presented."

CARRIED

B. Legislative Proposal Review

R. Karasevich gave an update about proposed changes to the MITT Act we are bringing forward to the Province. We need to submit the proposal by the end of May 2019 and will be able to submit more strategic/specific changes to the proposal if needed in the future.

Motion #17/19 (*R. Hambley, J. Fisher*)
"That the board approve the Legislative Proposal as presented for submission to the Province of Manitoba."

CARRIED

CNTD…

C. Board Evaluation Survey and Timeline

Board members were reminded about the annual board evaluation survey. It will be circulated electronically and results will be reviewed in September 2019.

ITEM 6   STRATEGIC/GENERATIVE GOVERNANCE DISCUSSION

A. College Centres of Excellence

R. Karasevich, M. Derro, and Academic Coordinator, T. Abdel Aziz presented to the board on college Centres of Excellence generally as well as providing a detailed update of MITT's CyberSecurity Centre of Excellence plans. A request was made that any future capital naming strategy be brought back to the board.

<u>Motion #18/19 (*R. Hambley, C. Payne*)</u>
"That the board approve the concept and design of MITT's CyberSecurity Centre of Excellence in principle and authorize the Administration to proceed with activities necessary to access required funding for the formal launch of the MITT CyberSecurity Centre of Excellence."

<u>**CARRIED**</u>

Note: Administration will return for Board approval should any additional out of budget resources be required to support the Centre of Excellence.

Initials: _____ Chair _____ Secretary-Treasurer

CNTD…

ITEM 7   **AGENDA ITEMS FOR NEXT MEETING – June 25, 2019**

     A. New Business:

         i. Final 2019-20 Operational Budget approval
         ii. 2019-20 Board Meeting Schedule

     B. In-Camera: President's Annual Review

     C. Board Retreat Items:

         i. Environmental Scanning incl. Metric Marketing presentation

         iii. Institutional constructs

         iv. Review of Mission/Vision Statements

         v. End of year dinner

ITEM 8   **IN-CAMERA MEETING**

Motion #19/19 (*J. Fisher, R. Hambley*)
"That the Governing Board meeting adjourn to committee of the whole (In-Camera) at 6:14 p.m."

     A. Upcoming President's Annual Review – Process and Next Steps

Motion #20/19 (*J. Fisher, C. Payne*)
"That the Committee of the Whole (in-camera) rise and report at 6:46 p.m."

ITEM 9   **TERMINATION**

Motion #21/19 (*R. Hambley, C. Payne*)
"That the Governing Board meeting terminate at 6:50 p.m."

Initials: _____ Chair _____ Secretary-Treasurer

5

CNTD…

_____John Schubert_____   _____Peski_____
                    Chair   **Secretary-Treasurer**

Initials: _____ Chair   Secretary-Treasurer