



MANITOBA INSTITUTE OF TRADES & TECHNOLOGY

GOVERNING BOARD MEETING AGENDA
NOVEMBER 23, 2018
BOARDROOM, 2ND FLOOR, 14 FULTZ BLVD
3:30 P.M. TO 6:30 P.M.

ITEM 1

CALL TO ORDER

A. Establishment of Quorum

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

Quorum was established and the meeting called to order at 3:01pm.

ITEM 2

CONSENT AGENDA BUSINESS

- A. Declaration of Conflicts
- B. Approval of Agenda
- C. Approval of Minutes of September 25, 2018
- D. Approval of Management Report
- E. Approval of Finance Report
- F. Board Correspondence

As part of the Management Report, R. Karasevich noted that several industry meetings had recently taken place.

Motion #40/18 (B. Pooles / J. Fisher)

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

CARRIED

Initials:

Chair

Secretary-Treasurer

CNTD...

ITEM 3 BUSINESS ARISING FROM THE MINUTES

A. Risk Management – Review of Updated Materials

The board reviewed the updated risk appetite statement and updated high level risks that will be monitored. Current and future initiatives across the organization will be balanced against these risks.

Motion #41/18 (C. Payne / R. Hambley)

"That the board approve the institutional risk management appetite as presented."

CARRIED

ITEM 4 COMMITTEE REPORTS

A. Executive and Governance Committee Report

- i. Policy Review B-14 Board Policies
- ii. Policy Review B-1 Duties of the Governing Board

Minor typos in both policies will be corrected, with no additional changes required. A recommendation was made to post the board governance manual publicly, removing content that is otherwise available online e.g. MITT Act, and sensitive information such as personal board member contacts. All board policies will be retained and posted.

Motion #42/18 (J. Fisher / R. Brown)

"That the board approve policies B-14 and B-1 as amended."

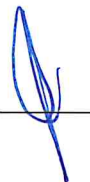
CARRIED

Motion #43/18 (B. Pooles / R. Hambley)

"That the board approve recommended changes to the Board Governance Manual to simplify the document for publication; further that the board approve the posting of the policy manual on MITT's public-facing website."

CARRIED

Initials:



Chair



Secretary-Treasurer

ITEM 4 COMMITTEE REPORTS (CNTD)

B. Audit and Finance Committee Report
i. 2019-20 Preliminary Budget

R. Hambley provided a brief report on the Audit and Finance Committee review of the budget, noting the committee's recommendation that the board approve the budget for submission to the province. P. Shonoski then reviewed budget documents with the board. Consistent with previous years, a request is being made to the province to address critical business needs, in particular enterprise systems needs. The 2019-20 request of \$968,659 (13.9% over prior year) is intended to address anticipated provincial government expectations related to performance and data-based reporting stemming from the college review.

It was noted that MITT's international enrolment growth has paved the way for significant leaps forward. MITT has addressed countless business needs independently as a result; however, it is important that the Province understand the risks of such an extensive market-driven revenue line. The need to engage industry and the Province on immigration options for MITT students through the Manitoba Provincial Nominee Program was discussed. A meeting with Minister Goertzen is planned in the new year, after which further engagement of the board, industry and the Province may be required. A letter to the Minister from the board was discussed and will be revisited following the meeting with the Minister.

Motion #44/18 (R. Hambley / R. Brown)

"That the board approve the 2019-20 preliminary budget for submission to the Province."

CARRIED

ITEM 5 NEW BUSINESS

A. Business Plan Update

S. Taylor reviewed updates to the business plan which include six new 2018-19 priorities that flow from MITT's strategic priorities and overarching and align with initiatives that are currently underway. Progress updates were noted, along with changes to executive leads and timelines where applicable.

Initials:  Chair  Secretary-Treasurer

ITEM 6 STRATEGIC/GENERATIVE GOVERNANCE DISCUSSION

A. Government Relations (J. Thorsteinson)

J. Thorsteinson joined the meeting and presented updates to MITT's GR strategy, which are related to the Provincial government mandate and recent throne speech. These include MITT's proposed welding and advanced manufacturing lab strategy, daycare strategy, Adult Learning Centre strategy, and partnership model for Indigenous programming.

Action: J. Thorsteinson will follow up with Ron B. regarding the Gord Downie & Chanie Wenjack Fund

Action: R. Karasevich will follow up with Chief Gerry Daniels regarding Kapyong partnership opportunities.

C. Payne exited the meeting at 5:01pm

R. Hambley exited the meeting at 5:10pm

Action: S. Taylor will circulate the highlighted priorities from the GR Strategy to board members.

Action: Board members will identify any additional high priorities and areas where they can contribute to engagement with government, industry or other stakeholders.

ITEM 7 AGENDA ITEMS FOR NEXT MEETING – (TBC) FEBRUARY 13, 2019

A. Governance Policy Review

- i. B-2 Organization of the Governing Board
- ii. B-3 Powers and Authorities of the Governing Board

Initials:



Chair



Secretary-Treasurer

