



**Summary of the meeting of the  
BOARD OF GOVERNORS  
May 25, 2023 at 3:30 p.m.  
President’s Boardroom/MS Teams**

**Board Members:**

Pam Jolliffe, Chair	Mark Kirkpatrick, President
Jeremy Braithwaite	Jennifer May-Anderson
David Clazie	Julie Lange
Jennifer Fry	Jennifer Moore
Josh Hill	Melanie Paradis
Amy Hoskin	Rick Phillips
	Lina Rinaldi

**Regrets:**

Sofin LaLani	Matthew Ward
Mario Girouard	

**Staff:**

Amanda Baskwill, Senior Vice-President Academic and Chief Learning Officer  
 Ron Byrne, Interim Vice-President Students  
 Jennifer Maracle, Director, Indigenous Services  
 Trecia McLennon, Executive Director, Equity, Diversity, and Inclusion  
 Deanne Saunders, Executive Director, Operations and Strategic Initiatives  
 Marie-Josée Smith, Interim Executive Director, People & Culture  
 Cindy Webster, Interim Senior Vice-President Finance and CFO  
 Andrea Paradise, Recording Secretary



**Regrets:** Jeremy Laurin, Senior Vice-President, External Relations and Business Development

**Guests:** Warren Hunton

	KEY POINTS/ACTION REQUIRED	FOLLOW-UP RESPONSIBILITY
1	<p><b>CALL TO ORDER, CONFIRMATION OF QUORUM</b></p> <p>The meeting was called to order at 3:30 p.m.</p> <p>Quorum was confirmed.</p> <p><i>A Land Acknowledgement</i> statement was read by Pam Jolliffe.</p>	
2	<p><b>DECLARATION OF CONFLICT OF INTEREST</b></p> <p>No items of conflict were declared.</p> <p>Governors were reminded that they are expected to declare a conflict of interest should they find themselves in that situation during any portion of the meeting.</p>	
3	<p><b>CONSENT AGENDA</b></p> <p><b>APPROVAL OF CONSENT AGENDA</b></p> <p><b>Resolution #1:</b>                      Moved by: Melanie Paradis                      Seconded by: Jennifer Moore</p>	

	KEY POINTS/ACTION REQUIRED	FOLLOW-UP RESPONSIBILITY
	AND carried "THAT the Consent Agenda for May 25, 2023 be approved as presented and through this consent approve the minutes of the February 9, 2023 Audit and Risk Committee; February 9, 2023 Academic Committee; April 13, 2023 Finance and Corporate Services Committee and April 13, 2023 Board of Governors meetings."	
4	<p><b>BUSINESS ARISING FROM PREVIOUS MEETING</b> (not otherwise covered on the agenda)</p> <p>No items were tabled.</p>	
5	<p><b>CAMPUS MASTER PLAN UPDATE</b></p> <p>A summary of the completed campus masterplan was provided and reviewed with the Board. The campus design guidelines and the phasing strategy of key projects were discussed. The College community will be made aware of the campus masterplan at a Townhall scheduled for Fall 2023.</p>	
6	<p><b>REPORT FROM THE MAY 18, 2023 AUDIT AND RISK COMMITTEE</b></p> <p>David Clazie provided a report from the May 18, 2023 Audit and Risk Committee.</p> <p><b>DRAFT AUDITED FINANCIAL STATEMENTS FOR 2022-2023</b></p> <p><b><u>Resolution #2:</u></b></p> <p>Moved by: David Clazie Seconded by: Rick Phillips</p> <p>AND Carried "THAT the Board of Governors approve the Draft Audited Financial Statements for Loyalist College of Applied Arts and Technology for the year ended March 31, 2023 as recommended by the Audit and Risk Committee."</p>	
7	<p><b>REPORT FROM THE MAY 25, 2023 ACADEMIC COMMITTEE</b></p> <p>Jennifer May-Anderson provided a report from the May 25, 2023 Academic Committee.</p> <p><b>PROGRAM APPROVAL</b></p> <p><b><u>Resolution #3:</u></b></p> <p>Moved by: Jennifer May-Anderson Seconded by: David Clazie</p> <p>AND Carried "THAT the Board of Governors approve the delivery of the <b>Medical Radiation Technology – Three Year Ontario College Advanced Diploma</b> in Fall 2024 at the Belleville Campus as recommended by the Academic Committee."</p> <p><b><u>Resolution #4:</u></b></p> <p>Moved by: Jennifer May-Anderson Seconded by: Melanie Paradis</p> <p>AND Carried "THAT the Board of Governors approve the delivery of the <b>911 and Public Safety Communications – One Year Ontario College Certificate</b> in Fall 2024 at the Belleville Campus as recommended by the Academic Committee."</p> <p><b><u>Resolution #5:</u></b></p> <p>Moved by: Jennifer May-Anderson Seconded by: Jennifer Moore</p>	

	<b>KEY POINTS/ACTION REQUIRED</b>	<b>FOLLOW-UP RESPONSIBILITY</b>
	AND Carried "THAT the Board of Governors approve the delivery of the <b>Advanced Care Paramedic – One Year Ontario College Post-Graduate Certificate</b> in Winter 2025 at the Belleville Campus as recommended by the Academic Committee."	
<b>8</b>	<p><b>APPROVAL OF THE LOYALIST COLLEGE FOUNDATION ANNUAL REPORT AND AUDITED FINANCIAL STATEMENTS</b></p> <p>Mark Kirkpatrick provided a report on behalf of Jeremy Laurin, Senior Vice-President, External Relations and Business Development from the May 23, 2023 Loyalist College Foundation meeting.</p> <p><b>Resolution #6:</b>  Moved by: Lina Rinaldi  Seconded by: David Clazie  AND Carried "THAT the Board of Governors approve the Loyalist College Foundation Audited Financial Statements and the Annual Report for the year ended March 31, 2023; the 2023-2024 Slate of Community Directors; and all other actions taken by the Foundation, up to and including the Annual General Meeting on May 23, 2023."</p>	
<b>9</b>	<p><b>REPORT FROM THE MAY 25, 2023 FINANCE AND CORPORATE SERVICES COMMITTEE</b></p> <p>Jennifer Moore provided a report from the May 25, 2023 Finance and Corporate Services Committee meeting.</p> <p><b>DRAFT 2023-2024 OPERATING BUDGET, BUSINESS PLAN</b></p> <p><b>Resolution #7:</b>  Moved by: Jennifer Moore  Seconded by: Rick Phillips  AND Carried "THAT the Board of Governors approve the <b>Draft 2023-2024 Operating Budget, Business Plan</b> as recommended by the Finance and Corporate Services Committee."</p>	
<b>10</b>	<p><b>APPROVAL OF THE 2022-2023 COLLEGE ANNUAL REPORT</b></p> <p>A brief overview of the College's 2022-2023 Annual Report was provided noting that the document would subsequently be formatted for publication and submission.</p> <p><b>Resolution #8:</b>  Moved by: Jennifer Fry  Seconded by: Jennifer May-Anderson  AND Carried "THAT the Board of Governors approve the 2022-2023 College Annual Report for submission to the Ministry of Colleges and Universities."</p>	
<b>11</b>	<p><b>PRESIDENT: UPDATE REPORT</b></p> <p>Mark Kirkpatrick referenced his written report included in the meeting materials and elaborated on key College events and initiatives.</p> <p>A recruitment update was provided on the College Executive Team (CET) with the introduction of Trecia McLennon, Executive Director, Equity, Diversity, and Inclusion. Executive recruitment continues for the Senior Vice-President, Corporate Services; Vice-President Marketing and Enrolment; and Senior Vice-President, Students.</p> <p>Special thanks were offered to CET and their teams for the tremendous amount of work done to be able to present the material today.</p>	

	KEY POINTS/ACTION REQUIRED	FOLLOW-UP RESPONSIBILITY
12	<b>MATTERS OF BOARD DECISION</b> No items were tabled.	
13	<b>OTHER BUSINESS</b> No other business was tabled.	
14	<b>ADJOURNMENT</b> With no further items to discuss, it was moved by David Clazie that the May 25, 2023 Board of Governors meeting be adjourned. The time of adjournment was 4:28 pm  <div style="display: flex; justify-content: space-around; align-items: flex-end;"> <div style="text-align: center;">   <hr style="width: 150px; margin: 0 auto;"/>           Pam Jolliffe, Chair         </div> <div style="text-align: center;">   <hr style="width: 150px; margin: 0 auto;"/>           Mark Kirkpatrick, Secretary         </div> </div>	