

**Summary of the meeting of the
BOARD OF GOVERNORS
December 16, 2021 at 3:30 p.m.
Online via Microsoft Teams**

Board Members:

Pam Jolliffe, Chair	Ann Marie Vaughan, President
Jeremy Braithwaite	Jennifer May-Anderson
David Clazie	Jennifer Moore
Jennifer Fry	Jim Pine
Amy Hoskin	Bill Saunders
Julie Lange	

Regrets: **Matthew Ward, Meet Patel**

Staff:

Mark Kirkpatrick, Senior Vice President Corporate Services and Chief Financial Officer
Elizabeth Lancaster, Vice President People and Culture
Jeremy Laurin, Senior Vice President, External Relations and Business Development
Sean Monteith, Senior Vice President Academic and Chief Learning Officer
Deanne Saunders, Senior Director, Office of the President
Fred Pollitt, Executive Director, Student Life and Leadership
Andrea Paradise, Recording Secretary

	KEY POINTS/ACTION REQUIRED	FOLLOW-UP RESPONSIBILITY
	<i>The Board adapted to the demands introduced by the global COVID-19 pandemic and the requirement to physically distance by holding all meetings of the December 16, 2021 Board of Governors meetings in a virtual platform.</i>	
1	<p>CALL TO ORDER, CONFIRMATION OF QUORUM</p> <p>The meeting was called to order at 3:32 p.m.</p> <p>Quorum was confirmed.</p> <p>Land Acknowledgement statement was read by Chair Pam Jolliffe.</p>	
2	<p>DECLARATION OF CONFLICT OF INTEREST</p> <p>Internal Governor, Amy Hoskin declared a conflict with Item #6, Resolution #3 regarding the approval of the Draft Ancillary Fees Schedule effective September 1, 2022.</p> <p>No other conflicts of interest were declared.</p>	

	KEY POINTS/ACTION REQUIRED	FOLLOW-UP RESPONSIBILITY
	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.	
3	<p>CONSENT AGENDA</p> <p>APPROVAL OF CONSENT AGENDA</p> <p>Resolution # 1 Moved by: Julie Lange Seconded by: Jennifer May-Anderson AND Carried “THAT the Consent Agenda for December 16, 2021 be approved as presented and through this consent approve the minutes of the May 20, 2021 Audit and Risk Committee; May 26, 2021 Finance and Corporate Services Committee; October 14, 2021 Board of Governors and December 2, 2021 Capital Construction Committee meetings.”</p>	
4	<p>BUSINESS ARISING FROM PREVIOUS MEETING (not otherwise covered on the agenda)</p> <p>Winter Delivery – President Vaughan advised the Board that, due to the high transmissibility of the Omicron variant of concern, the College will be operating remotely, where possible, until at least January 21, 2022. The College community has been advised and the executive team will re-evaluate the plans for Winter 2022 delivery in the new year, with further communication coming no later than January 17, 2022. In the meantime, the College continues to monitor and follow guidance from Public Health and direction from the Ministry of Colleges and Universities.</p> <p>Note: The Board of Governors meeting was interrupted at 3:40 p.m. due to a fire alarm within the College. The meeting reconvened at 3:58 p.m.</p>	
5	<p>REPORT FROM THE AUDIT AND RISK COMMITTEE MEETING FROM December 16, 2021</p> <p>Due to technical difficulties, Julie Lange, Chair of the Audit and Risk Committee, was unable to rejoin the meeting. In Julie’s absence, Mark Kirkpatrick, Senior Vice President, Corporate Services and CFO, provided a report from the December 16, 2021 Audit and Risk Committee meeting.</p>	
6	<p>REPORT FROM THE FINANCE AND CORPORATE SERVICES COMMITTEE MEETING FROM DECEMBER 16, 2021</p> <p>Jim Pine provided a report from the December 16, 2021 Finance and Corporate Services Committee meeting.</p> <p>Resolution # 2 Moved by: Jim Pine Seconded by: Jennifer Moore AND Carried “THAT the Finance and Corporate Services Committee recommends approval by the Board of Governors of the Draft Ancillary Fees Schedule effective September 1, 2022.”</p>	

	KEY POINTS/ACTION REQUIRED	FOLLOW-UP RESPONSIBILITY
	<p>Resolution # 3 Moved by: Jim Pine Seconded by: Jeremy Braithwaite AND Carried “THAT the Finance and Corporate Services Committee recommends approval by the Board of Governors of fees up to and including the Draft Tuition Fees Schedule effective September 1, 2022.”</p> <p>Resolution # 4 Moved by: Jim Pine Seconded by: David Clazie AND Carried “THAT the Finance and Corporate Services Committee recommends approval by the Board of Governors of the Interim Year-End Projection to March 31, 2022.”</p>	
7	<p>Key Performance Indicators (KPI) DATA FOR 2019-20 GRADUATES</p> <p>President Vaughan provided a report on Loyalist’s KPI results for students who graduated in 2019-20.</p>	
8	<p>MATTERS OF BOARD DECISION</p> <p>No items were tabled.</p>	
9	<p>OTHER BUSINESS</p> <p>No items were tabled.</p>	
10	<p>ADJOURNMENT</p> <p>With no further items to discuss, it was moved by Jim Pine at 4:21 p.m. that the December 16, 2021 Board of Governors meeting be adjourned.</p> <p>_____</p> <p>Pam Jolliffe, Chair</p> <p>_____</p> <p>Ann Marie Vaughan, Secretary</p>	