



**Summary of the meeting of the
BOARD OF GOVERNORS
November 20, 2019 at 3:10 pm
Boardroom – Kente Building**

Board Members:

Bob Forder, Chair	Ann Marie Vaughan, President
June Hagerman	Jennifer May-Anderson
Pam Jolliffe	Bhavik Patel
Sara Kelleher	Lisa Sinclair
David MacKinnon	Bill Saunders
	Prahlad Varu

Regrets:

Cindy Brandt	Kevin Narraway
Tim Farrell	Jim Pine

Staff:

Michael Cooke, Senior -President Academic and Chief Learning Officer (Acting)
Kerry Lorimer, Director of Marketing and Communication
Valerie Peticca, Executive Director, Human Resources
Fred Pollitt, Executive Director, Student Life and Leadership
Megan Sheppard, Senior Vice-President, Corporate Services and Chief Financial Officer
Elaine Wilkinson, Recording Secretary

	KEY POINTS/ACTION REQUIRED	FOLLOW-UP RESPONSIBILITY
1	<p>CALL TO ORDER CONFIRMATION OF QUORUM</p> <p>Quorum was confirmed.</p>	
2	<p>DECLARATION OF CONFLICT OF INTEREST</p> <p>No conflicts were declared.</p> <p>Governors were reminded that they are expected to declare a conflict of interest if they find themselves in that situation during any portion of the meeting.</p>	
3	<p>CONSENT AGENDA</p> <p>Resolution # 1 Moved by: Sara Kelleher Seconded by: Lisa Sinclair AND carried, "THAT the agenda for November 20, 2019 be approved as presented."</p>	

	KEY POINTS/ACTION REQUIRED	FOLLOW-UP RESPONSIBILITY
4	<p>TERMS OF REFERENCE – LOYALIST COLLEGE COUNCIL</p> <p><i>As Chair of College Council, Governor Kelleher declared a conflict of interest.</i></p> <p>As a requirement of the Ministry Policy Binding Directive - Governance and Accountability Framework, the College Council was established to provide means for students and staff of the college to provide advice to the President on matters of importance to students and staff. The Board of Governors is responsible for ensuring that the structure, composition and terms of reference for the council are established in the College’s By-Laws.</p> <p>In a continued effort to strengthen the Board of Governor’s Framework, the terms of reference for the Loyalist College Council was reviewed to ensure it aligned to the requirements set out in the Ministry Policy Binding Directive.</p> <p>An updated Terms of Reference was presented to governors at the September 25, 2019 Board meeting. The mandate was updated and the membership reviewed to ensure representation from all relevant areas of the College community (including students), minimized any potential conflict of interest and aligned with all legislations and directives.</p> <p>The updated College Council Terms of Reference will replace Appendix 3 in the Loyalist College By-Laws.</p> <p>Resolution # 2 Moved by: Pam Jolliffe Seconded by: Lisa Sinclair AND carried, “THAT the Board of Governors approve the updated Terms of Reference for the Loyalist College Council and as a result of the updates, the revised Appendix 3 to By-Law 1 - Loyalist College Council.”</p> <p><i>Governor Kelleher abstained from voting.</i></p>	
5	<p>ADJOURNMENT</p> <p>At 2:25 pm, with no further items to discuss, it was moved by Governor Patel and carried, that the meeting be adjourned.</p> <hr style="width: 30%; margin-left: 0;"/> <p>Bob Forder, Chair</p> <hr style="width: 30%; margin-left: auto; margin-right: 0;"/> <p>Ann Marie Vaughan, Secretary</p>	

Reports from the Board of Governors Chair and the College President were not available for distribution.