

**BOARD OF GOVERNORS
OPEN BOARD MEETING
Thursday, January 8, 2026
3:30 – 5:30 pm
President’s Boardroom / MS Teams**

MINUTES

Board Members Present:

David Clazie – Acting Chair	Melanie Paradis
Jennifer Fry	Rick Phillips
Stacey Hatch	Lina Rinaldi
Mark Kirkpatrick, President and CEO and Board Secretary	Jaskaran Singh
Jennifer Moore – Vice-Chair	Julie Sullivan

Board Members Absent:

Murray Angus	Josh Hill
George Brown – Vice-Chair	Julie Lange - Chair
Mario Girouard	April Smoke

Executive Team:

Amanda Baskwill, Senior Vice-President, Academic and Chief Learning Officer
Leah-Anne Brown, Vice-President, Human Resources
Sandra Dupret, Senior Vice-President, Students
John Pinsent, Senior Vice-President, Corporate Services and Chief Financial Officer
Deanne Saunders, Senior Vice-President, Strategic Planning and Institutional Effectiveness
Marian Henson, Recording Secretary

Guests:

Hannah Brown	Laura Jarrell
Luke Hendry	Cassie Richardson
Craig Jackman	Peter Wheeler

**1 CALL TO ORDER
CONFIRMATION OF QUORUM**

David Clazie chaired the meeting in Julie Lange’s absence. The meeting was called to order at 3:31 pm after quorum was confirmed.

2 **LAND AFFIRMATION**

David Clazie delivered the Land Affirmation.

Loyalist College is built upon the lands governed by the Dish with One Spoon wampum agreement. We affirm and thank the Haudenosaunee, Anishnaabeg, and Huron-Wendat nations for their continued caretaking of the land. We offer respect to Indigenous people from all nations who call this area home. We honour elders and traditional knowledge keepers, past, present, and future

3 **ADDITIONS / DELETIONS TO AGENDA**

None.

4 **DECLARATION OF CONFLICT OF INTEREST**

None.

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.

5 **APPROVAL OF CONSENT AGENDA**

Resolution #1:

It was motioned by Rick Phillips

Seconded by Jennifer Fry

And carried, "THAT the Consent Agenda for January 8, 2026, be approved as presented and through this consent, approve the:

- a. Agenda of the Open Board Meeting – January 8, 2026.
- b. Minutes of the Open Board Meeting – October 16, 2025.
- c. President's Report

6 **BUSINESS ARISING FROM PREVIOUS MEETING**

(not otherwise covered on the agenda)

None.

7 **PROGRAM ADVISORY COMMITTEE ANNUAL REPORT 2024-2025**

Dr. Amanda Baskwill, Senior Vice-President Academic, provided an overview of the annual report, which includes key themes and industry insights, recommendations for program development or modification, meeting activity and participation, and resulting academic actions and outcomes. Program Advisory Committees (PACs) met regularly throughout the academic year using both in-person and virtual formats to maximize participation. Feedback informed curriculum review processes, program modifications, and long-term planning initiatives. Recommendations supported continued alignment with labour-market needs, sector trends, and regulatory changes.

Lina Rinaldi thanked Dr. Baskwill for the robust report and was glad to see that action items for improvements are noted and tracked over time.

Julie Sullivan inquired whether the number of meetings is consistent with that of other institutions. The minimum number of meetings is two per year, consistent with other institutions.

8 **2025-2026 YEAR-END PROJECTIONS AND CFIS (College Financial Information System) REPORT TO THE MINISTRY**

John Pinsent, Senior Vice-President, Corporate Services, and Chief Financial Officer, presented the Draft 2025-2026 Year-End Projections and CFIS report to the Ministry, showing a deficit of just over \$10 million.

Resolution #2:

It was moved by Jennifer Moore,

Seconded by Stacey Hatch,

And carried, "THAT the Board of Governors approve the projections to year-end for the 2025-2026 fiscal year, as presented."

9 **2026-2027 BUDGET PROCESS AND CAPITAL UPDATE**

John Pinsent provided an update on the budget process, which is progressing positively, and will emphasize clear communication of the recovery plan's requirements. Budget managers will be empowered to make informed decisions that align their budgetary implementations with the strategic goals of recovery and operational efficiency.

10 **2026-2027 DRAFT TUITION FEES**

John Pinsent provided an overview of the 2026-2027 draft tuition fees and noted that Loyalist College is required to keep domestic tuition rates frozen for the 2026/27 academic year, as per the Ministry Directive, and is recommending not to charge an increased tuition rate for out-of-province domestic students. The recommendation is to increase international fees by 5%.

Lina Rinaldi asked if there is any discussion provincially around lifting the freeze on domestic fees.

Mark responded that he does not anticipate the freeze will be lifted during this fiscal year, but remains hopeful that this will happen in subsequent years.

Resolution #3:

It was moved by Rick Phillips,

Seconded by Jennifer Moore

And carried, "THAT the Board of Governors approve the fees up to and including the Draft Tuition Fees Schedule effective September 1, 2026, as presented."

11 **REPORT - DECEMBER 11, 2025 AUDIT AND RISK COMMITTEE MEETING**

Governor David Clazie, Chair, Audit and Risk Committee, reported that during the December 11, 2025 meeting, the Audit and Risk Committee reviewed the 2026-2026 workplan and received an update on the Enterprise Risk Management (ERM) Institutional Risks. The ERM program remains aligned with the Strategic Plan and continues to evolve in response to a dynamic risk environment.

The committee approved a motion to extend the appointment of KPMG LLP as external auditors for a one-year term commencing January 2026. The college will go to market after this extension with a competitive RFP prior to the next audit.

12 **ENTERPRISE RISK MANAGEMENT (ERM) – INSTITUTIONAL RISKS UPDATE**

John Pinsent provided an update, noting that the planning and risk landscape continues to evolve, with several developments having significant implications for the college. The Enterprise Risk Management (ERM) program remains closely aligned with the Strategic Plan, ensuring that key risks and opportunities are managed in direct support of institutional priorities. The college continues to engage with sector partners to incorporate broader insights and strengthen risk intelligence, while expanding ERM engagement across the institution through enhanced collaboration with leadership teams to maintain a comprehensive, accurate and forward-looking view of the risk environment.

13 **2026-2027 DRAFT ANCILLARY FEES**

Sandra Dupret, Senior Vice-President Students provided an overview of the draft fees, noting that they comply with the Ministry of Colleges, Universities, Research Excellence and Security’s Binding Policy Directive on Tuition and Ancillary Fees. For the 2026-27 academic year, the college proposes targeted adjustments in select categories to sustain key student services while ensuring that the college’s overall ancillary fees remain among the lowest in the sector. Most ancillary fee categories across all campuses will remain unchanged, with only two categories seeing increases for the 2026-2027 period: the Student Health Plan and Convocation Fees.

Julie Sullivan asked if a student withdraws, do they receive a refund of the Student Health Plan? Sandra responded that there is a policy for student reimbursement within the first 10 days of the semester, and this would fall under that policy. Sandra also noted that this new Student Health Plan is not mandatory.

Resolution #4:

It was moved by Lina Rinaldi

Seconded by Julie Sullivan

And carried, “THAT the Board of Governors approve the Student Non-Tuition Ancillary Fees for the 2026-2027 academic year as presented.”

14 **2025-2026 BUSINESS PLAN MID-YEAR UPDATE**

Mark Kirkpatrick, President and CEO, noted that despite the many developments over the past nine months, we have successfully executed every aspect of that plan. As we move into the final quarter of the year, we will continue to build on this progress as work advances.

In parallel, we have begun developing the FY27 business plan and are taking a more inclusive approach by engaging all administrative staff in its creation. Their involvement will foster a sense of ownership, which will strengthen its execution as they drive many components of the plan

15 **ANNUAL BOARD REPORTING PER MINISTRY DIRECTIVES**

2025 Mental Health Annual Report

Sandra Dupret provided an overview of the 2025 Mental Health Annual Report, which included that the college continues to meet its policy obligations and remains well-positioned to strengthen student mental health outcomes. Insights from this report, combined with forthcoming data from the Canadian Campus Wellbeing Survey, will inform the college's efforts to refine programs, enhance pathways to care, and ensure that services remain responsive to the evolving needs of students.

Lina Rinaldi commented how impressed she is with the Tragic Event Response Team (TERT) and asked about the composition of this group of people.

Rick Phillips asked if the number of students using counselling and accessibility services is increasing. Sandra noted that students are more comfortable coming forward to access supports and this has resulted in more supports being accessed.

2025 Anti-Racism/Anti-Hate Annual Report

Leah-Anne Brown, Vice-President Human Resources, provided an overview of the 2025 Anti-Racism/Anti-Hate Annual Report which outlines Loyalist College's progress in fostering a safe, inclusive, and respectful environment for all members of its community.

Stacey Hatch congratulated the college for meeting and exceeding the requirements and asked if there is overlap between Equity, Diversity and Inclusion (EDI) and mental health programs – Leah-Anne responded that both areas work closely and collaboratively.

Resolution #5

It was moved by Stacey Hatch

Seconded by Lina Rinaldi

And carried, "THAT the Board of Governors receives the following reports:

- Student Mental Health Report
- Anti-Racism/Anti-Hate Directive

2025 Costs of Educational Material

Sandra Dupret reported that, through ongoing monitoring, faculty engagement, and clear communication, the college will continue to ensure that students have timely and accurate access to information about the costs of their learning materials. Loyalist College implemented a standardized course outline template that includes information on required learning materials and directs students to the online bookstore for pricing and availability. This template is used across all delivery modes and is posted to the college's learning management system. For the 2025 reporting year, Loyalist College achieved a compliance rate of 96.6%. The college anticipates reaching full compliance by Winter 2026, which is consistent with the requirements of the directive.

Resolution #6

It was moved by Stacey Hatch

Seconded by Jennifer Fry

And carried, "THAT the Board of Governors receives and approves the annual report on the Costs of Education Material in compliance with the 2024 Directive on Educational Costs."

16 **COLLEGE COUNCIL**

Mark Kirkpatrick advised the board that this year’s college council is in its second year of a two-year focus on Truth and Reconciliation. The transition into the second year has seen a reduction in the council’s membership, partly due to recent workforce reductions. While quorum is maintained, the college is seeking approval to allow the Council to continue its current work with the existing members, ensuring continuity and enabling the Council to fulfill its mandate without delay. For fiscal year 2027, the Council will return to a membership that aligns with the terms of reference.

Resolution #7:

It was moved by Julie Sullivan

Seconded by Lina Rinaldi

And carried, “THAT the current membership of the College Council continue with the work assigned for Fiscal Year 26, and that for the next cycle (Fiscal Year 27), the membership will be re-established in accordance with the terms as set out in By Law 1, Appendix 3.”

17 **PRESIDENT’S UPDATE**

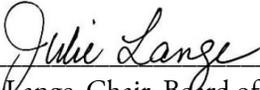
President Mark Kirkpatrick highlighted his advocacy work, which has centred on the needs of small and rural colleges. If the government remains committed to community-based public education, funding must be directed to institutions like Loyalist. Due to our size and location (we are considered small and rural) , our cost per student is significantly higher than that of other colleges, and Mark is ensuring that everyone is aware that this gap must be addressed. Mark will continue to push for these changes and has made this clear to our local provincial officials. President Kirkpatrick went on to thank each member of the Board for their commitment and leadership during this challenging period.

18 **OTHER BUSINESS**

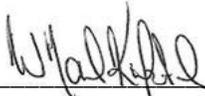
None.

19 **ADJOURNMENT**

Jennifer Moore motioned that the meeting be adjourned at 4:33 pm.



Julie Lange, Chair, Board of Governors



Mark Kirkpatrick, President and CEO, and Board Secretary