



**Summary of the meeting of the
BOARD OF GOVERNORS
September 11, 2008 at 5:30 p.m.
Kente Building**

Board Members:

**Margaret Werkhoven, Chairperson
Barbara Brant
Drew Carlson
John Fitzpatrick
Kirk Fleming
Colin Hughes
Glen LeClair**

**Maureen Piercy, President
Kay Manderville
Tony Orrick
Bruce Walker
John Williams
Stuart Wright**

Regrets:

**Bob Cottrell
Pat Dockrill
Leslie Dunlop**

**Doug Galt
Susan Scarborough**

Staff:

**George Burton, Vice-President, Enrolment Management and Student Services
Karen Cullen, Executive Director, Human Resources Services and
Organizational Development
Allan Ross, Vice-President, Corporate Services and Chief Financial Officer
Margaret Scott, Vice-President, Academic
Dianne Spencer, Executive Director, College Advancement and External Relations
Elaine Wilkinson, Recording Secretary**

Guests:

**Barry Ellworth, The Intelligencer
John Spitters, Quinte Broadcasting
Paul Martin, OJ 95.5 FM
Carissa Cosgrove, The Pioneer/Online Pioneer
Thanh Nguyen and Jenna Williams, 6:30 TV News
Jeff McKenna, 91X News (CJLX)
Retired Governors, Stephen Ashby, Joanne Spencer and Doug Maracle**

	KEY POINTS/ACTION REQUIRED	FOLLOW-UP RESPONSIBILITY
1	<p>WELCOME FROM CHAIR</p> <p>Chair, Werkhoven welcomed new and returning governors, media representatives and senior staff. As part of her opening remarks the Chair recognized the strong leadership of past Board Chairs Cottrell, Davis and Maracle and commented on College/Board achievements from the past year and future challenges.</p>	
2.	<p>INTRODUCTION OF NEW GOVERNORS</p> <p>Margaret introduced retiring Governors Ashby, Maracle and Spence stating that their achievements as Governors would be recognized following dinner. Self introduction of senior staff followed.</p> <p>New Governors Carlson, Hughes, Orrick, Walker and Wright were introduced and a brief bio of each provided.</p>	
3.	<p>APPROVAL OF AGENDA</p> <p>Resolution # 1 Moved by: Bruce Walker Seconded by Kay Manderville AND carried, "THAT the revised agenda be approved as circulated."</p> <p>A motion to approve the 2007-2008 Annual Report was added to the agenda under Other Business.</p>	
4.	<p>DECLARATION OF CONFLICT OF INTEREST</p> <p>No conflict of interest was declared.</p>	

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5.	<p>RECEIVING OF PREVIOUS MINUTES</p> <p>Resolution # 2 Moved by: Kirk Fleming Seconded by: Barbara Brant AND carried, “THAT the minutes of the Special Board of Governors meeting and the Regular Board of Governors meeting of June 5, 2008 be received and adopted.”</p>	
6.	<p>BUSINESS ARISING</p> <p>No matters were raised.</p>	
7.	<p>CHAIR’S REPORT</p> <p>Chair Werkhoven reported on the following:</p> <ul style="list-style-type: none"> ➤ The 10th Annual Loyalist College Foundation Golf Tournament is scheduled for Friday, September 19th, at Trillium Wood Golf Course. Net proceeds from this fundraiser will be directed to the Foundation’s endowment fund for financial assistance and will be matched by the provincial government. ➤ An invitation was extended to Governors to attend the September 25th Bancroft Graduation being held at the Bancroft Pentecostal Tabernacle. Governors planning to attend were asked to let Elaine know. ➤ The Association of Friends Fall meeting and BBQ is scheduled for 5:30 p.m., Thursday, October 2nd in the College’s Staff Lounge. Governors are welcome to attend. ➤ The 2008 Governor Orientation Program, sponsored by Colleges Ontario, will be offered on several dates in October at sites across the province. Governors Hughes, Walker, Wright will be invited to participate. Loyalist will also supplement this program, and Elaine will be in touch to determine governors’ availability and preference. ➤ Governors who completed their term ending August 31st and who are present tonight are past-governors Stephen Ashby, Douglas Maracle and Jo-Anne Spence. Their service and contributions to Loyalist College will be recognized at this evening’s dinner. 	

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	<ul style="list-style-type: none"> ➤ This year's Annual Board Retreat will be held on Thursday, November 6th and Friday, November 7th at Elmhirst Resort in Keene. Full Board participation is essential for a successful retreat – please reserve these dates for your participation. Brian Desbiens will facilitate the discussions again this year. A proposed agenda is being developed. ➤ Chair Werkhoven encouraged governors to take advantage of the opportunity to participate in Board dinners after our meetings as their schedules permit. The dinners provide a very positive opportunity to enjoy a great meal, to get to know each other as Board colleagues and to get to know senior staff. <p>The Chair recognized media representatives for highlighting Loyalist in the news and encouraged governors to learn more about the College, the students and staff by getting involved and to participate in activities. College tours were recommended to familiarize governors with departments, programs and services - to allow decision-making as an informed process.</p>	
8.	<p>PRESIDENT'S REPORT</p> <p>President Piercy reported on the following:</p> <ul style="list-style-type: none"> ➤ The College experienced an overall increase of 2% in full-time enrolment over last year. New programs for this year include: Broadcast Engineering Technologist, Sports Journalism (post graduate certificate) and Welding Techniques. The College also welcomed nearly 500 students to our Residence. ➤ Continuing Education Manager Trudie Lake reports that more than 5,175 registrants participated in summer courses, children's camps, sports camps and programs offered through Continuing Education during the summer months. This is an increase of over 20% from 2007. Fall Continuing Education registrations continues to be very active with registrations still being accepted. ➤ Once again this year, and in partnership with the Department of National Defence, the College was once again host to over 340 air cadets as their home away from home during their summer training program. 	

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	<ul style="list-style-type: none"> ➤ A Welcome Back Barbecue was held on August 25th to celebrate ‘Team Loyalist’. Presentation of the Loyalist College Distinction Awards and Student Life Awards highlight the event. ➤ Chef Odi, main chef at the Danish Consulate in Australia but representing Thailand during his visit to Canada will arrive at Loyalist on Friday and stay in Belleville until December. Chef Odi will be a visiting chef at Loyalist this fall, sponsored by the Thai government. Vice President Burton initiated this project. ➤ The Parrott Centre will participate in the Doors Open Ontario 2008 event on Saturday, September 13 and Sunday, September 14th. ➤ The September 20th Show and Shine, the Automotive Program’s 40th Anniversary event will be the final celebration recognizing the Colleges’ 40th Anniversary. Board members are welcome to attend the activities ➤ October 28, 2008 – An evening with Linda Sims, 7:00 p.m. Empire Theatre. Linda is Business Editor at CTV’s <i>Newsnet</i> and was previously a reporter, producer and co-host of <i>Venture</i>, CBC’s premiere business program. This presentation is a Prime Time 55 annual speakers series initiative. Board members are invited to attend – please contact Dianne Spencer’s office. ➤ Governors were provided with a copy of College’s Ontario 2008 Environmental Scan, a detailed report on the major trends and issues affecting college education and training. ➤ Student partnerships in our communities continue with the latest beneficiaries being the Hastings Children’s Aid Society, the City of Belleville and CFB Trenton. Students from the Business program assisted the City in producing a relocation guide, including the design of a new logo and tagline. Third year students from the Television and New Media Production program developed a promotional video for the Hastings Children’s Aid Society which has received extensive viewing. Television and Animation students worked on the <i>News from the Home Front</i> video project, a project developed to provide military families from CFB Trenton with a means to communicate with their loved ones overseas. ➤ Loyalist received recognition from CON*NECT as one of the top four colleges providing training and education for clients of the Canadian Agricultural Skills Service Centre. 	

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	<ul style="list-style-type: none"> ➤ Vice President Enrolment Management and Student Services George Burton has been nominated by Colleges Ontario and has accepted a provincial appointment as the Vice President representative on the Ontario College Application Services (OCAS) Board. ➤ Ontario Research and Innovation Minister John Wilkinson has appointed President Piercy to the Ontario Commercialization Network (OCN) Review Steering Committee . 	
9.	<p>OTHER BUSINESS</p> <p>Finance, Corporate Services and Governance Committee Chair Governor LeClair spoke to the Annual Report as discussed at the Finance, Corporate Services & Governance Committee held earlier in the day noting that the Annual Report is an accountability document mandated by the Ministry. The Annual Report and supporting Addendum will be posted to the College website.</p> <p>Resolution # 3</p> <p>Moved by: Glen LeClair Seconded by: Kay Manderville AND carried “THAT the Board of Governors approve the recommendation of the Finance, Corporate Services & Governance Committee to approve the 2007-2008 Annual Report and Addendum for year ended March 31, 2008 as presented.”</p>	
10.	<p>ADJOURNMENT</p> <p>There being no further business, the meeting adjourned at 6:05 p.m.</p> <hr style="width: 30%; margin-left: 0;"/> <p>Margaret Werkhoven, Chair</p> <hr style="width: 30%; margin-left: 30%;"/> <p>Maureen Piercy, Secretary</p>	