

**Algoma University, Board of Governors  
Meeting of October - 8 - 2015  
Doc Brown Lounge**

**Open Session**

**Present:** C. Sayers, S. Shoemaker, S. Horn, A. Plastino (Chair), A. Avery, S. Roach, T. Lavoie, M. Muncaster, W. Johnston, M. Nogalo, W. Barnes, C. Denomme, B. Teller, A. Vezina, C. Langille, B. Yusuf, C. Chamberlin

**Regrets:** J. Buckell, M. Nadeau, P. Boniferro

**Guests:** S. Dwyer

**CALL TO ORDER**

The Chair called the meeting to order at 5:35 pm.

**Chairs Comments**

The Chair welcomed the Board members to the October 8<sup>th</sup>, 2015 Board meeting and extended a special welcome to the Board's newest members Shirley Horn, Chester Langille, Bev Teller, Baffa Yusuf and Craig Chamberlin.

The Chair introduced Algoma's new President Craig Chamberlin, noting that Craig started in office on July 2/2015. Craig has had a quick introduction to Algoma and has immersed himself into the universities activities. The President has continued to work closely with Vezina, Lavoie and Plastino. The official Presidential Installation is set for October 17/2015.

The Chair noted that there is no new information to report on the DeLuca tenure issue since the Board note dated September 16<sup>th</sup> was sent out..

The Chair reminded the Board that the Board of Governors retreat is scheduled for Oct 23 & 24/2015.

**Update from the Chair:**

The Chair noted that the University will be faced with fiscal challenges due to the projected decline in enrollment. In addition, the University is in a period of transition, due to the change in leadership with anew President and new Academic Dean.

The Strategic Planning process will begin soon. This document will be a key to guide the University and the Board of Governors in decision making The new President and the new Academic Dean are eager to move the University forward. Although the University has been through a few very challenging years which have taxed the Board, the worst seems to be behind and there are indications we are on the right path. With new leadership and a committed Board, the fiscal/enrollment trend can be reversed for the betterment of the University.

**CONSENT AGENDA**

The Chair removed item 2.1 – Agenda for meeting dated October 8/2015 from the Consent Agenda. The Chair added item 5.4 – Library Lighting – under New Business.

**MOTION:** Lavoie/Johnston

That all items listed under the date October 8/2015 consent agenda be approved as recommended.

**Carried**

**MOTION:** Nogalo/Avery

To approve the Agenda of the October 8/2015 meeting as amended.

**Carried**

**BUSINESS ARISING**

Board Retreat – the Board reviewed a Boardnote outlining the date, the itinerary and the guest speakers for the upcoming Retreat. A poll will be sent out to determine final attendance for the Retreat.

Enrollment Update –President Chamberlin presented to the Board a report on Fall 2015 enrollment. The report outlines both “headcounts” and “FTE’s”, and provides a comparison to previous years. The 2015-16 Budget is based on an 8% decline in enrollment. At the present time the actual decline is 5.73%. Enrollment declines are being experienced Canada wide.

Strategic Planning Process – it was the hope today, to present to the Board an identified facilitation team for the process of strategic planning, however, this task is not yet complete. Chamberlin would like to see the faculty lead the SP and needs to identify a faculty member who will lead and facilitate the process. An external consultant who will guide and support the team through the process will also need to be identified.

The facilitation team make-up and the SP process will be presented to the Board at the December meeting.

Orientation Guide / Board Member Orientation-Board members have received their 2015-2016 Board Orientation Guide. A Board Orientation will be scheduled within the next month.

International Recruitment Report – President Chamberlin reviewed with the Board his document on International Programs and Recruitment. External Reviewer, Livia Castellanos is on campus conducting a review of the International Programs and Recruitment. Her report will offer recommendations and identify key areas for AU to work on to improve the international recruiting process.

Chamberlin hopes to meet with the Saudi Bureau when in Ottawa in the coming weeks.

Chamberlin is establishing an Aboriginal Recruitment working group. AU has hired a new Aboriginal recruiter, originally from Garden River, who has moved home after working as a Recruiter for the University of Ottawa.

**PRESIDENT’S REPORT**

**A written report for the Board was distributed – October 8/2015.**

President Chamberlin highlighted a couple of items from his report. He noted that the format for the report has changed dramatically with the new structure focusing on key items. A more in-depth report from Directors could be presented to the Board either biannually or annually.

Chamberlin noted that the way we communicate and how we communicate is an issue. He is working on communication issues with the hopes of improving workplace climate and culture. The office of the President will be hosting informal and formal town hall sessions as a way to improve internal communication.

## **NEW BUSINESS / ITEMS FOR DECISION**

### **Finance Committee**

Operating Statements -Dwyer reviewed the Operating Statement Board note. It was noted that our current enrollment is better than forecasted.

#### **MOTION:** Johnston/Muncaster

The Finance Committee recommends to the Board of Governors the acceptance of the Operating Statements as of August 31/2015.

**Carried.**

Audited Financial Statements – Dwyer highlighted that the AU Foundation, AU Pension plan, the sale of the Windsor Park and the house in St. Thomas, and artwork that has been sold or written-off are all reflected and captured in the Audited Financial Statements.

#### **MOTION:** Barnes/Teller

The Finance Committee recommends to the Board of Governors the approval of the Audited Financial Statements as at April 30/2015.

**Carried.**

#### **MOTION:** Nogalo/Lavoie

The Finance Committee recommends to the Board of Governors the approval of the appropriation of the \$315,061 surplus for future capital projects.

**Carried.**

Program Costing – The Board reviewed and discussed the documents presented on Program costing, for information. It was noted that the program costing is based on 4 years of trending and is developed at the end of each fiscal year. Administration uses this document to flag specific trends that may require attention. This report will be tied into the Strategic Plan.

Library Lighting – The Board reviewed the board note submitted on the Library interior repair and lighting upgrade. With the roofing project now complete, some interior damage from roof repairs and water damage needs to be repaired. As part of this project, energy efficient LED lighting will also be installed.

#### **MOTION:** Muncaster/Teller

To approve the library lighting upgrade and interior repair project.  
**Carried.**

**Board Executive**

Presidential Performance Review – The Presidential Performance Review process was re-designed and approved by the Board of Governors in April 2014. The re-design specifies a performance review at the 12 month stage of employment and is intended to serve as a gauge of whether the new President is on a path that would suggest he will be satisfactory for the role.. This initial will evaluate skills such as communication, interpersonal , leadership, decision making and initiative).

The Board Executive has worked with the current President to establish suitable Year 1 Objectives.

Sexual Misconduct Policy -The Board reviewed the Board note and the policies as presented. It was noted that policy information sessions and training session have been put into place for students and will soon be rolled out to staff, administration and faculty.

**MOTION:** Avery/Vezina

The Board Executive recommends to the Board of Governors the approval of the Sexual Misconduct Policy as presented.

**Carried.**

Code of Conduct/Respectful Workplace Policy -The Board reviewed the Board note and the policy as presented. Policy information sessions and training sessions will be rolled out to staff, administration and faculty.

**MOTION:** Yusuf/Lavoie

The Board Executive recommends to the Board of Governors the approval of the Code of Conduct/Respectful Workplace Policy as presented.

**Carried.**

2015 Board Self-Evaluation Survey- Only 11 responses to the survey were received. Due to lack of data the results are inconclusive and not representative. There were several comments received on the questionnaires. Despite the lack of responses Board Executive will extract the key items and issues from the comments and provide a summary at the next Board meeting.

**WRITTEN REPORTS FOR INFORMATION – Consent Agenda**

<b>Board Committees</b>	Board Executive	A. Vezina (Chair)	Minutes from Aug 10/2015
	Board Finance	M. Muncaster (Chair)	No report received
	Nominating and Governance	Steven Shoemaker (Chair)	No meeting to report
	Anishinaabe Peoples’ Council	Lori Rainville (Chair)	No report received
<b>University Bodies</b>	Senate	No Board Rep	

**QUESTION PERIOD**

No questions were asked.

**MOVE INTO CLOSED**

**MOTION:** Lavoie/Vezina

That the Board move into the Closed Session of the October 8/2015 meeting.

**Carried.**

**MOVE BACK INTO OPEN**

**MOTION:** Lavoie/Avery

That the Board ratify any decisions made in Closed Session.

**Carried.**

**ADJOURNMENT**

**MOTION:** Sayers/Roach

That the October 8 /2015 meeting of the Algoma University Board of Governors meeting be adjourned.

**Carried.**