

Board of Governors

Meeting agenda

Date Wednesday, October 30, 2024
Time 2:00-5:30 p.m.
Location Innovation Studio, 5th floor, CELT or [Join on Teams](#)

1.0 Opening

Time		Agenda Item	Action	Lead
2:00 p.m. (20 min.)		1.1 Quorum	Confirmation	R. Heron
		1.2 Call to order	Declaration	
		1.3 Land acknowledgment	Declaration	
		1.4 Conflict of Interest	Declaration	
		1.5 Confidentiality	Declaration	
		1.6 Chair's Opening Comments	Discussion	
		1.7 Purpose Story: Alumni Profile – Meet Vaishnavi	Discussion	J. Nelson
		1.8 Approval of Consent Agenda	Approval	R. Heron
		1.9 Approval of Agenda – October 30, 2024	Approval	

2.0 Consent Agenda

Time		Agenda Item	Action	Lead
2:20 p.m. (10 min.)	✓	2.1 Minutes – May 27, 2024	Approval	R. Heron
	✓	2.2 Minutes – August 22, 2024	Approval	
	✓	2.3 2023-24 Annual Report	Approval	
	✓	2.4 Governance Committee report	Information	
	✓	A. Board Attendance Record	Information	
	✓	B. Board of Governors Award Changes	Approval	
	✓	C. Updated Committee Membership List	Approval	
	✓	D. Board Policy No. 06: The President and CEO Maintains a Leadership Succession Plan	Approval	
	✓	E. Board Policy. No. 09: We Recruit, Retain and Guide NorQuest College's President and CEO	Approval	
	✓	2.5 Finance & Audit Committee Report	Information	
	✓	A. Financial Report	Information	
	✓	B. Strategic Risk Report	Information	
	✓	2.6 Human Resources Committee Report	Information	


3.0 Strategy, Discussion & Decision Items - Closed Session

Time		Agenda Item	Action	Lead
2:30 p.m. (30 min.)	✓	3.1 President & CEO Report	Discussion	C. Campbell
3:00 p.m. (30 min.)	✓ ✓ ✓ ✓	3.2 Campus Expansion Strategy A. Execution of Campus Master Plan B. Campus Expansion C. Acquisition Opportunity D. Financing College Priorities	Approval	J. Matthew
3:30 p.m. (10 min.)		Break		
3:40 p.m. 40 (min.)		Campus Expansion Strategy (Continued) • Motions		

4.0 Committee Business and Meeting Debrief

Time		Agenda Item	Action	Lead
4:20 p.m. (10 min.)	✓ ✓ ✓ ✓ ✓ ✓	4.1 Code of Conduct Policy and Conflict of Interest Procedure A. Code of Conduct Policy (tracked changes) B. Code of Conduct Policy (clean version) C. Board Procedure No. 1.4 – Conflict of Interest (tracked changes) D. Board Procedure No 1.4 – Conflict of Interest (clean version) E. Board Code of Conduct Disclosure Form (current version) F. Board Code of Conduct Disclosure Form (revised version)	Approval	J. Cleall
4:30 p.m. (10 min.)	✓	4.2 2023-24 Consolidated Financial Statements	Approval	B. Pickering
4:40 p.m. (15 min.)	✓	4.3 Appropriation of Net Assets	Approval	B. Pickering
4:55 p.m. (5 min.)		4.4 Meeting Debrief 1. What worked well for you at this meeting? 2. What was missing for you in the information and discussion? 3. What should we consider for future meetings?	Discussion	R. Heron

5.0 Board Members In-Camera Sessions

Time	 Agenda Item	Action	Lead
5:00 p.m. (10 min.)	5.1 All Board Members In-Camera Session with President and CEO	Discussion	R. Heron
5:10 p.m. (5 min.)	5.2 All Board Members In-Camera Session without President and CEO	Discussion	R. Heron
5:15 p.m. (15 min.)	5.3 Public Board Members In-camera session without President and CEO A. President & CEO Contract Business Case	Approval	R. Heron S. Yohemas

6.0 Closing

Time	 Agenda Item	Action	Lead
5:30 p.m.	6.1 Adjournment	Confirmation	R. Heron

Next Board Meeting: March 6, 2024, from noon-4:00 p.m.

Meeting Attendees

No.	Name	Title
Board Members		
1.	Rob Heron	Board Chair
2.	Tina Naqvi-Rota	Vice Board Chair
3.	Ama Dogbefou	Student Board Member
4.	Anthony Tabacchi	Non-Academic Board Member
5.	Ashley Snape	Public Member
6.	Brad Pickering	Public Member
7.	Chris Lavin	Public Member, Finance & Audit Chair
8.	Dan Hugo	Public Member
9.	Jennifer Cleall	Public Member, Governance Chair
10.	Jenny Adams	Public Member
11.	June Parham	Academic Member
12.	Joette Decore	Public Member
13.	Lawrence Andrews	Student Member
14.	Supriya James	Public Member, Human Resources Chair
15.	Carolyn Campbell	President & CEO
Management		
16.	Norma Schneider	VP, Academic
17.	Jill Matthew	VP, Administration & CFO
18.	Jackie Nelson	VP, External Relations
19.	Brad Arkison	VP, Enrolment & Communications
20.	Shauna Yohemas (in camera portion only)	VP, People, Culture & Equity
21.	Milly Sywanyk (on behalf of Shauna)	Director, People and Talent
22.	David Middagh	Chief of Staff, Director of Strategy
Guests		
23.	Dale Babich (virtual)	Director, Financial Services & Controller
24.	Trevor Morton	Director, Facilities
25.	Matthew Orlando	Manager, Planning & Projects
Recorder		
26.	Erica Nordquist	Executive Associate to the President and CEO