



**Summary of the meeting of the  
BOARD OF GOVERNORS  
June 14, 2007 at 5:25 p.m.  
Kente Building**

**Board Members:**

<b>Douglas Maracle, Chair</b>	
<b>Maureen Piercy, President</b>	
<b>Heather Armstrong</b>	<b>Kirk Fleming</b>
<b>Bob Cottrell</b>	<b>Doug Galt</b>
<b>Leslie Dunlop</b>	<b>Glen LeClair</b>
<b>Sean Fitzgibbon</b>	<b>Donna Robinson</b>
<b>John Fitzpatrick</b>	<b>Jo-Anne Spence</b>

**Regrets:**

<b>Terry Hickey</b>	
<b>Kay Manderville</b>	<b>Susan Scarborough</b>
<b>Margaret Werkhoven</b>	<b>John Williams</b>

**Staff:**

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

**Regrets:**

**Margaret Scott, Vice-President Academic**

**Guests:**

**Stephen Ashby, Governor Elect**  
**Barbara Brant, Governor Elect**  
**Henry Bury, The Intelligencer**  
**Christian Cocksedge, 91X News (CJLX)**  
**Greg Quinn, On-Line Pioneer**  
**June Surgey, Chair, Loyalist Foundation**

	<b>KEY POINTS/ACTION REQUIRED</b>	<b>FOLLOW-UP RESPONSIBILITY</b>
<b>1</b>	<p><b>WELCOME FROM CHAIR</b></p> <p>The Board Chair recognized and welcomed Governors and media to the June meeting. Guest June Surgey, Chair, Loyalist Foundation was also recognized.</p>	
<b>2.</b>	<p><b>REPORT ON ELECITON OF OFFICERS</b></p> <p>The Board Chair reported that prior to the Open Board meeting elections were held for new Board officers for 2007-2008.</p> <p>Chair Maracle provided the following report on the elections.</p> <p>Acclaimed to the position of Chair – Governor Bob Cottrell  Acclaimed to the positions of Vice Chair – Governors Margaret Werkhoven and John Williams  Acclaimed Chair, Academic, Student Affairs Committee – Governor Susan Scarborough  Acclaimed Chair, Finance, Personnel &amp; Governance Committee – Governor Glen LeClair</p> <p>Congratulations were extended to the Board officers for 2007-2008.</p>	
<b>3.</b>	<p><b>INTRODUCTION OF NEW GOVERNORS</b></p> <p>Chair Maracle introduced and welcomed Governors Elect Stephen Ashby and Barbara Brant. Terms for new governors are effective September 1, 2007.</p>	
<b>4.</b>	<p><b>APPROVAL OF AGENDA</b></p> <p><b>Resolution # 1</b>  Moved by: Bob Cottrell  Seconded by Leslie Dunlop  AND carried, “THAT the revised agenda be approved as circulated.”</p>	
<b>5.</b>	<p><b>DECLARATION OF CONFLICT OF INTEREST</b></p> <p>No conflict of interest was declared.</p>	
<b>6.</b>	<p><b>RECEIVING OF PREVIOUS MINUTES</b></p>	

	<b>KEY POINTS/ACTION REQUIRED</b>	<b>FOLLOW-UP RESPONSIBILITY</b>
	<p><b>Resolution # 2</b>  Moved by: Kirk Fleming  Seconded by: John Fitzpatrick</p> <p>AND carried, "THAT the minutes of the Board of Governors meetings of May 10, 2007 be received and adopted."</p>	
7.	<p><b>BUSINESS ARISING</b></p> <p>No matters were raised.</p>	
8.	<p><b>REPORT OF THE ACADEMIC, STUDENT AFFAIRS AND ADVOCACY COMMITTEE</b></p> <p>Governor Cottrell provided the report of the Academic, Student Affairs and Advocacy Committee of May 10, 2007.</p> <p><b>Resolution # 3</b></p> <p>Moved by: John Fitzpatrick  Seconded by: Kirk Fleming</p> <p>AND carried, "THAT the Board of Governors approved recommendations 1, 2, 3, 4 and 5 contained in the summary of the Academic, Student Affairs and Advocacy Committee Meeting of May 10, 2007."</p> <p>Governor Fitzpatrick acknowledged the leadership of George Burton, Vice President Enrolment Management and Student Services and the College in supporting the Dome project noting this as an excellent example of the College's partnership within the community.</p>	
9.	<p><b>BUSINESS ARISING</b></p> <p>No matters were raised.</p>	
10.	<p><b>REPORT OF THE FINANCE, PERSONNEL AND GOVERNANCE COMMITTEE</b></p>	

	<b>KEY POINTS/ACTION REQUIRED</b>	<b>FOLLOW-UP RESPONSIBILITY</b>
	<p>Governor LeClair provided the report of the Finance, Personnel and Governance Committee of June 14, 2007 and reviewed recommendations from the Finance, Personnel and Governance meeting held earlier in the day.</p> <p><b>Resolution # 4</b></p> <p>Moved by: Doug Galt  Seconded by: Donna Robinson</p> <p>AND carried, "THAT the Board of Governors approve recommendations 1, 2, and 3, from the June 14, 2007 Finance, Personnel and Governance Committee Meeting."</p>	
<b>11.</b>	<p><b>BUSINESS ARISING</b></p> <p>No matters were raised.</p>	
<b>12.</b>	<p><b>APPROVAL OF LOYALIST FOUNDATION ANNUAL REPORT AND FINANCIAL STATEMENTS</b></p> <p>June Surgey, Chair of the Loyalist Foundation requested Board approval of the Foundation's Audit Financial Statements and Annual Report, as well as the composition of the 2007-2008 Foundation Board. Ms. Surgey noted that the efforts of the Foundation Board during the past year resulted in the endowment fund reaching a total of close to \$5 million dollars.</p> <p><b>Resolution # 5</b></p> <p>Moved by: Bob Cottrell  Seconded by: Leslie Dunlop</p> <p>AND carried, "THAT the Board of Governors accepts the Loyalist College Foundation Audited Financial Statements and the Annual Report for the year ended March 31, 2007, and approves the 2007-2008 slate of directors as approved by the Foundation Board at the Annual General Meeting on May 24, 2007."</p>	
<b>13.</b>	<p><b>ASSOCIATION OF FRIENDS MEMBERSHIP</b></p>	

	<b>KEY POINTS/ACTION REQUIRED</b>	<b>FOLLOW-UP RESPONSIBILITY</b>
	<p>President Piercy spoke on behalf of the Association of Friends and Association Chair, Kathryn Burns requesting Board approval of the changes recommended and approved at the April 18<sup>th</sup> meeting of the Association.</p> <p><b>Resolution # 6</b></p> <p>Moved by: John Fitzpatrick Seconded by: Bob Cottrell</p> <p>AND carried, “THAT the Board of Governors approves the appointment of Dave Butler, Ed Boone and Ruth Young as members of the Association of Friends, as recommended at the Association of Friends meeting of April 18, 2007.</p> <p>Further, that the Membership section of the Constitution of the Association be amended to include:</p> <p>“All directors of the Loyalist College Foundation, when they have completed their terms on the Board of the Foundation, will become members of the Association of Friends.” (And) “Senior staff, who report directly to the President, will become members upon their retirement.”</p>	
14.	<p><b>REVISED COLLEGE BY-LAWS AND POLICIES</b></p> <p>Chair Maracle reviewed each revised By-Law highlighting the more significant changes proposed by the By-Laws and Policies Committee. Board members had the opportunity to further discuss items of concern. The Board approved the following amendments:</p> <p><b>By-Law 1 – General Governance</b></p> <p>9.1.1 – add the word ‘regular’ to describe the type of Board meeting i.e. ‘.. or four consecutive regular meetings...’</p> <p>16.4 – Board members understood that 48 hours notice of their intent to attend a Committee meeting as an observer was determined as a courtesy, but the requirement could be waived by the Chair. The wording covers all committees, but in practice governors are encouraged to attend the Standing Committee meetings without providing 48 hours notice.</p> <p>16.11 – regarding the President’s remuneration, it was felt that the current practice was not consistent with the By-Law. The last paragraph was revised to read “<i>The Executive Committee</i></p>	

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	<p><i>also evaluates the performance and determines the remuneration of the President which will then be brought forward as a recommendation to the Board for approval.”</i></p> <p><b>By-Law 4 – Program Advisory Committees</b>  3.1 – the title Vice-President Academic is replaced by the <i>‘Vice-President responsible for academic programs’</i>, and Vice-President, Enrolment Management and Student Services is replaced by the <i>‘Vice-President responsible for enrolment management and student services’</i>. This eliminates the need to change the By-Laws whenever a change in title occurs.</p> <p><b>Resolution # 7</b></p> <p>Moved by: Leslie Dunlop  Seconded by: Kirk Fleming</p> <p>AND carried, “THAT the Board of Governors hereby approves and adopts Board By-Laws 1, 3, 4, 5 and 6 as revised and amended as presented by the By-Laws and Policies Committee and hereby rescinds By-Laws 1,3,4,5 and 6, each enacted the 11<sup>th</sup> day of November 2004.”</p> <p>Chair Maracle provided Board members with the opportunity to comment on Foundation By-Law # 1. The By-Law was reviewed on two occasions by legal counsel and received the approval of the Board of Directors and the Foundation Members at their Annual Meeting, May 24, 2007.</p> <p><b>Resolution # 8</b></p> <p>Moved by: Bob Cottrell  Seconded by: Donna Robinson</p> <p>AND carried, “THAT the Board of Governors, upon recommendation of the By-laws and Policies Committee, hereby approves By-Law No. 1 of The Loyalist College Foundation as approved by the Members of The Loyalist College Foundation on the 24th day of May 2007, replacing By-Law No. 1 dated the 30th day of January 1995 and By-Law No. 3 dated the 9th day of March 2000.”</p>	
<b>15.</b>	<b>CHAIR’S REPORT</b>	

	<b>KEY POINTS/ACTION REQUIRED</b>	<b>FOLLOW-UP RESPONSIBILITY</b>
	<p>Chair Doug Maracle reported:</p> <ul style="list-style-type: none"> <li>➤ The results of the Loyalist College Foundation’s annual campaign was announced at the May 24<sup>th</sup> Annual Meeting. More than \$276,000 was added to the College’s endowment fund for student financial assistance and over \$126,000 was donated to the endowment fund, which was matched by the provincial government through the Ontario Trust for Student Support. Prince Edward-Hastings MPP Ernie Parsons was on hand to recognize this accomplishment and to congratulate the Foundation directors.</li> <li>➤ At the Foundation’s May 24<sup>th</sup> Annual Meeting, June Surgey was re-elected as Chair for the coming year and Beverley Townsend was re-elected as Vice-Chair. Ross MacDougall is the only new member of the Board and was elected as a community representative. Kay Manderville, Susan Scarborough and John Williams will join the incoming Chair of our Board of Governors as representatives on the Foundation Board.</li> <li>➤ Convocation ceremonies were a great success with excellent speakers. Appreciation was extended to Governors and staff for their participation in the ceremonies.</li> <li>➤ Board members were reminded of High School Graduations and Entrance Scholarship presentations. Board members who were able to represent the College by attending one of the graduation ceremonies were asked to notify Elaine or Mary Lou Valcamp.</li> </ul> <p>Chair Maracle expressed his appreciation to the Governors for their hard work and support during his tenure as Chair and confirmed his confidence in the new Board.</p>	
<b>16.</b>	<p><b>PRESIDENT’S REPORT</b></p> <p>President Piercy reported on the following topics:</p> <ul style="list-style-type: none"> <li>➤ This year’s Convocation ceremonies provided an outstanding celebration of our graduates and their families, and was a wonderful way to mark the College’s 40<sup>th</sup> Anniversary. Loyalist College now has more than 28,000 graduates and we are proud of each and every one of them.</li> <li>➤ Twenty-four team Loyalist members rode the "Big Bike" to raise dollars for the Heart and Stroke Foundation in May. Thanks to their efforts, over \$1,700 was raised.</li> </ul>	

	<b>KEY POINTS/ACTION REQUIRED</b>	<b>FOLLOW-UP RESPONSIBILITY</b>
	<ul style="list-style-type: none"> <li>➤ The CRTC has approved the application by Loyalist College Radio to renew the license of CJLX-FM for a full seven-year term.</li> <li>➤ \$10,000 for bursary funds was presented to the College on behalf of the Stark Family Fund to provide awards for students from Prince Edward County. A cheque presentation was held on Monday June 11 at Bloomfield Town Hall.</li> <li>➤ The College was the site sponsor hosting the Canadian Cancer Society's 'Relay for Life' which was held on June 22<sup>nd</sup>.</li> <li>➤ The two day Carving New Pathways: Learning/Learner-Centred Strategies Conference was a great success with more than 160 participants being inspired through the conference workshops and guest speaker presentations. Pearson Education Canada, sponsors of this years event, have indicated their continued support for next year's conference.</li> <li>➤ A special issue of Lasting Connections, the Loyalist alumni publication, was prepared to help celebrate the College's 40th Anniversary. The research and writing for this magazine was completed by the Post-Graduate Public Relations Class of 2007. The publication looks back over 40 years through the eyes of today's students.</li> </ul> <p>President Piercy recognized Chair Maracle for his leadership as Chair and thanked him for his leadership on behalf of the Senior Management Team.</p>	
<b>17.</b>	<p><b>OTHER BUSINESS</b></p> <p>Governor Armstrong reported on her positive experience as the Student Representative on the Board.</p>	
<b>18.</b>	<p><b>ADJOURNMENT</b></p>	



