

Board of Governors Meeting
Microsoft Teams - Virtual
Thursday, February 19, 2025

Board Members in Attendance:

Mark Bradbury, Chair	Kevin Kelly	Sam Synard	Tanya Noseworthy
Donna Rideout, Vice-Chair	Charles Randell	Dorothy Pye-Johnson	Jill Quilty
Allan Hawkins	Chris Newhook	Ken Martin	Kevin Bond

Staff in Attendance:

Elizabeth (Liz) Winney, President & CEO	Fergus O'Brien, VP Academic & Applied Research	Annette Morey, VP Finance & Admin	Heidi Staeben-Simmons, AVP Public Affairs & Adv
Shirley Woodward, AVP Campus Operations (Interim)	Deidre Dunne, AVP Human Resources	Geoff Peters, General Counsel & Corporate Secretary	Jeff Martin, AVP Student Services (Interim)
Trudy O'Neil, AVP Campus Operations	Elizabeth Vincent, AVP International	Wanda Hynes, EA to President & CEO	

Regrets:

Eric Butt (Student Rep.) Board Member	Danielle Williston (Student Rep.) Board Member		
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Guest(s)

Sarah Thompson, IPGS GovNL	Maggie Peyton, IPGS GovNL		
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Recorder:

April Mandar, EA to Board of Governors

ACTION ITEMS

BM 01-25-07	Circulate to the Board members, the September 1, 2024 to August 31, 2025 goals and objectives set for the President in the performance evaluation.
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RESOLUTIONS

BM 01-25-03	Motion put forth and seconded that the agenda be accepted as presented.	Motion Carried
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BM 01-25-05	A motion was put forth and seconded to approve the consent agenda, as presented, containing the following documents: <ul style="list-style-type: none"> a. November 28, 2024 Board Meeting Minutes Draft b. Briefing Note: Managed Print Services c. Briefing Note: OLA and CRMLD 	Motion Carried
BM 01-25-11	Motion put forth and seconded to accept President & CEO's report and to move the recommendations to the Provincial Government for consideration. We (the Board) would accept this amendment to the Academic Plan subject to Government agreeing to it.	Motion Carried
BM 01-25-12	A motion was put forth and seconded to adopt the 2025-26 Budget as presented.	Motion Carried
BM 01-25-16	A motion was put forth and seconded to excuse all staff from the room and to move to an in-camera session, beginning at 3:06pm	Motion Carried

MINUTES

1. Call to Order

Mark Bradbury, Board Chair called the meeting to order at 8:33am

The Board Chair welcomed everyone to the meeting.

2. Land Acknowledgment

Elizabeth Winney, President & CEO recited a new personalize Indigenous Blessing of the Land.

3. Review of Agenda

Motion put forth and seconded that the agenda be accepted as presented.

Motion Carried

4. Conflict of Interest

There were no conflict-of-interest declarations for any of the items on the agenda.

5. Consent Agenda

A motion was put forth and seconded to approve the consent agenda, as presented, containing the following documents:

- a. November 28, 2024 Board Meeting Minutes Draft
- b. Briefing Note: Managed Print Services
- c. Briefing Note: OLA and CRMLD

Motion Carried

6. Vice-Chair Position

Mark Bradbury, Board Chair reported that Donna Rideout accepted the Vice-Chair Position.

7. Chair's Report

Mark Bradbury, Board Chair provided his verbal report. Some of the highlights are:

- Meetings and event attended since the November 28, 2024 Board Meeting:
 - Attended all the standing committees.
 - Phone call with Tanya to discuss Board appointments.
 - Geoff, April, and I met with Eric Butt, our newly appointed student representative. His appointment is effective January 30, 2025. We went over the Board Orientation Workbook and BoardEffect.
 - Attended ICD Webinars.
 - Attended Education Accord meetings.
 - Executive Committee members met with Liz re. President Performance Evaluation. The performance evaluation has been completed.

Action: Circulate to the Board members, the September 1, 2024 to August 31, 2025 goals and objectives set for the President in the performance evaluation.

8. President's report

Elizabeth Winney, President & CEO, presented her report to the Board, providing an update on college activities since the November 28, 2024 Board Meeting. The President's report included a summary on strategic goals, achievements, and activities. A copy of the report is included in the meeting book, some of the highlights are:

- Meetings with industry.
 - EDI activities:
 - Black History Month
 - Violence Prevention Month
 - Two-day college wide virtual professional development sessions held February 6th and 7th. Great sessions and was well attended.
 - St. Anthony Campus – Hosted the first harvest of the locally grown produce in the hydroponic farm.
 - Jamaica and Guyana we have SAGE (Skills to Access the Green Economy) 4 and 5, doing work in the area of Solar Power Installation Technician and Food Security initiatives.
- We were informed by GovNL on Monday that they will be providing the college \$7.85 million to help with the deficit. The finance documents have been updated to reflect the \$7.85 million.
- Liz informed the Board that a letter was received last night from the Auditor General that the college will be going through a Performance Audit/Review.

9. Finance Committee

Al Hawkins, Committee Chair provided his report. The committee met on Wednesday, February 12, 2025 and the minutes is included in the meeting book. The meeting consists of update on status of internal quality plan, projected financial position, operational 2025-2026 budget, presentation from the KPMG Auditors on year end external audit plan. Al also provided update on the Foundation Committee meeting held Friday, February 14th. The newly appointed Director of the Foundation is Ted Cadigan. Ted gave a presentation which talked about the Foundation branding, structure, goals, and the plan for a soft launch in April 2025. For Foundation Committee composition, we need three independent members from the community, Al asked

the Board for recommendation or suggestion and to forward resume to Heidi Staeben-Simmons, AVP Public Affairs & Adv.

10. Projected Financial Position 2025

Annette Morey, VP Finance & Admin presented the Projected Financial Position as of March 31, 2025 and a copy is included in the meeting book. The format has changed, it's broken down to different sections. We have Core College, International, Contract Training, Projects, and Applied Research.

- We now have a projected balance budget with the infusion of the money from government. Originally, we were projecting \$7.8 million deficit.

11. CNA Today, Tomorrow. and Beyond

Elizabeth Winney, President & CEO presented "CNA Today, Tomorrow, and Beyond". The presentation is included in the meeting book. The presentation consists of what's trending in post-secondary education, examining trends at CNA, CNA's response, and program recommendations for Board consideration.

Motion put forth and seconded to accept the President & CEO's report and to move forward with the recommendations to the Government for consideration. We (the Board) would accept this amendment to the Academic Plan subject to Government approval.

Motion Carried

12. Budget Presentation 2025-2026

Annette Morey, VP Finance & Admin presented the Budget 2025-2026 which represented estimates as of January 30, 2025 and a copy is included in the meeting book.

A motion was put forth and seconded to adopt the 2025-2026 Budget as presented.

Motion Carried

Annette and her team were thanked for all the work done in the budgeting process, and the revised format of the financial statement.

13. Executive Committee

Mark Bradbury, Committee Chair provided his report. The committee met on Thursday, February 6th and the minutes is included in the meeting book. The meeting consists of discussion regarding the agenda for today, Feb 19th Board meeting, the approval of ICD Membership renewal, strategic risk, President's performance evaluation, update on Qatar Class Action, and discussion on the feedback coming from the 2024 Board Evaluation.

14. Closed Session - Update re: Qatar Class Action

Geoff Peters, General Counsel provided the Board update on the Qatar Class Action.

15. Governance Committee

Chris Newhook, Committee Chair provided his report and a copy of the January 30th, meeting minutes is included in the meeting book. The key topics the committee went through are:

- The online survey of Board member skill sets, which has been finalized and sent to the Board on February 10th. As of couple days ago, eight completed surveys were received, and waiting for six more.

- The committee reviewed the composition of all standing committees.
- Policy GR-801 Conflict of Interest – The committee had a good dialogue, and the takeaway from the discussion is for General Counsel to come up with a list of examples/potential cases where the Chair needs to be alerted to and how to manage the conflict of interest.

16. Quality Committee

Charles Randell, Committee Chair provided his report, and a copy of the January 31st meeting minutes is included in the meeting book. The centerpiece of the meeting was Fergus O’Brien’s mid-year update on Academic Performance, covering the topics below:

- Accreditation.
- Program assessments.
- New program development.
- Ongoing risk – Faculty recruitment and retention.

17. Next Meeting Dates

Confirmed, the November Board meeting will be on Thursday, November 27th in St. John’s.

The next Board meeting will be on Wednesday, June 18th in Burin.

18. CNA Affinity Bias Training Session by GovNL

Sarah Thompson, Manager of Immigration Policy presented “Anti-Racism, Anti-Hate...from Awareness to Action”.

Ms. Thompson was thanked for a very informative training session.

19. In-Camera Session

- a. Canvas Board for New Topics

A motion was put forth and seconded to excuse all staff from the room and to move to an in-camera session, beginning at 3:39pm.

Motion Carried

20. Adjournment

As all agenda items were completed and there was no further business to discuss, the Board Chair declared the meeting adjourned at 4:11pm.