


Board of Governors

Meeting agenda

Date Thursday, May 25, 2023

Time 4:00–8:00 p.m.

Location Innovation Studio, 5th Floor, CELT NorQuest College, 10215 108 Street

Time	Topic	 Action	Lead
	1. OPENING		
4:00-4:05 p.m. (5 min.)	1.1 Quorum 1.2 Call to Order 1.3 Land Acknowledgment 1.4 Conflict of Interest 1.5 Confidentiality 1.6 Chair’s Opening Comments	Action Confirmation Action Action Discussion Discussion	M. Bacchus J. Robb
	2. APPROVAL OF AGENDAS		
4:05-4:15 p.m. (10 min.)	2.1 Approval of Agenda – May 25, 2023	✓ Approval	M. Bacchus
	2.2 Approval of Consent Agenda 2.2A Minutes – March 2, 2023 2.2B Board Action Register 2.2C Naming of the Park Space 2.2D Related Party Disclosure 2.2E Board Attendance Record 2.2F Updated Committee Membership List 2.2G 2023-24 Board Calendar 2.2H Governance Committee Terms of Reference 2.2I Inclusion of nominated board members in Committees 2.2J Board Key Messages 2.2K Finance and Audit Terms of Reference 2.2L Financial Report & Forecast 2.2M ERM: Strategic Risk Register Report	✓ Approval ✓ Information ✓ Approval ✓ Information ✓ Information ✓ Approval ✓ Approval ✓ Approval ✓ Approval ✓ Information ✓ Information	
	3. STRATEGY, CULTURE, EDUCATION AND DECISIONS		
4:15-4:55 p.m. (40 min.)	3.1 Unconscious Bias Workshop	✓ Discussion	M. Cameron

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4:55–5:35 p.m. (40 min.)	3.2 NorQuest College Brand Research	✓	Discussion	B. Arkison K. Gray
5:35–6:05 p.m. (30 min.)	Break for Dinner			
6:05–6:30 p.m. (25 min.)	3.3 Dessert with the Dean and Team from the Faculty of Health Studies (FHS) 3.3A FHS Overview	✓	Discussion	N. Schneider J. Mah
	4. REPORTS			
6:30–6:40 p.m. (10 min.)	4.1 President and CEO Report 4.1A President and CEO Written Report	✓	Discussion	C. Campbell
6:40–6:45 p.m. (5 min.)	4.2 Board Chair Report 4.2A Board Chair Meetings Report	✓	Discussion	M. Bacchus
6:45–6:55 p.m. (10 min.)	4.3 Governance Committee Report 4.3A August 2023 Board Retreat Planning 4.3B Board Evaluation Process 4.3C 2023–24 Board Education Schedule	✓ ✓ ✓	Discussion Discussion Discussion	M. Bacchus
6:55–7:00 p.m. (5 min.)	4.4 Community Engagement Committee Report		Discussion	J. Adams
7:00–7:25 p.m. (25 min.)	4.5 Finance & Audit Committee Report 4.5A Operating and Capital Budget and Two-Year Forecast 4.5B 2023–24 and 2024–25 Investment Management Agreement Metrics	✓ ✓	Approval Approval	C. Lavin J. Matthew
7:25–7:30 p.m. (5 min.)	4.7 Teaching & Research Continuing Care Centre Committee Report		Discussion	T. Naqvi-Rota


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	5. IN CAMERA SESSIONS			
7:30-8:00 p.m. (30 min.)	5.1 In-camera session with President and CEO		Discussion	M. Bacchus
	5.1A President & CEO Emergency Succession Plan	✓	Approval	S. James
	5.1B President & CEO New Performance Evaluation Process	✓	Approval	S. James
	5.2 In-camera session without President and CEO		Discussion	M. Bacchus
	5.2A President & CEO Compensation Review	✓	Approval	S. James
	6. CONCLUSION			
8:00 p.m.	6.1 Adjournment		Action	M. Bacchus

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MEETING ATTENDEES

Meeting Chair Mike Bacchus, Board Chair

Members Tina Naqvi-Rota, Vice Chair
Carolyn Campbell, President and CEO
Adam Chrobak (regrets)
Ashley Snape
Brad Pickering
Chris Lavin
Dan Hugo
Jennifer Cleall (regrets)
Jenny Adams
Joette Decore (regrets)
June Parham
Megan Schwann
Prashant Viridi
Supriya James

Executive Brad Arkison, VP Marketing & Communications
Jackie Nelson, VP External Relations (virtual)
Jill Matthew, VP Administration and Chief Financial Officer
Jonathan Robb, VP Learner Experience
Laurel Evans, VP People & Culture
Norma Schneider, VP Academic
David Middagh, Chief of Staff and Director of Strategy

Recorder Veronica Duarte, Board Coordinator

Public Observers Leslie Sayer, NorQuest Instructor and previous Board member

External Mary Cameron, Ozone Advisory

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NorQuest Krystal Gray, Director, Marketing
Jennifer Mah, Dean FHS
Bev Sutjens, Vice Dean, FHS
Anusha Udawatta, Academic Program Manager, FHS
Ayshea Thornton, Manager Health Projects FHS
Marlene Phillips, Academic Program Manager, Allied Health FHS
Judy Robinson, Manager Business Operations FHS
Courtney McElrea, Manager Work Integrated Learning FHS