



## **BOARD OF GOVERNORS MEETING MINUTES**

June 4, 2025 | 3:30 p.m. | President's Boardroom

### **Present**

Gurpreet Singh Broca  
Melanie Cacciotti  
Mike DiBrina  
Lori Gauthier  
Mark Hartman  
Maxim Jean-Louis  
Trevor Lalonde  
Kristine Morrissey  
Sophia Moutsatsos  
Kelly Niemela  
Victor Ogochukwu  
Claire Parkinson  
Jim Philips  
Philip Potgieter  
Shannon Restoule  
Diane Suski  
Jennifer Taback

### **Regrets:**

Gianni Grossi and Philip Potgieter

### **Guests**

Janice Clarke, Janneke Nicholls, Shawn Poland and Tracy McMillan

**Media Present:** Heidi Ulrichsen Sudbury.com

<b>Conflict of Interest (Declaration of conflict of interest)</b>
No conflicts of interest were declared
<b>CONSENT AGENDA</b>

**Approval of the Agenda****Approval of the Board Minutes of April 30, 2025****Approval of Governance Committee Report**

- Board Schedule
- Board Self-Evaluation Form
- Sexual Assault and Sexual Violence Annual Report

**Audit Committee Report**

- Investment Update
- Communication and Counsel Monitoring Report

**Approval of the President's Report – May/June**

Moved by Claire Parkinson, seconded by Michael DiBrina, ***"That the Board of Governors adopt the Consent Agenda, as presented."...carried.***

**Circle for Indigenous Education**

Jennifer Taback, Chair, Circle of Indigenous Education, provided the Board with an update from the Circle meetings. She noted that the committee reviewed the accomplishments of the current strategic plan, learned of activities happening with Wabnode, and had an initial discussion around Indigenous identification. The committee also received an update of the new strategic plan.

Moved by Sophia Moutsatsos, seconded by Maxim Jean-Louis, ***"That the Board of Governors receive the Circle for Indigenous Education Report for information."...carried.***

**Governance Report**

Sophia Moutsatsos, Governance Chair

*The Board reviewed the briefing note and recommendations surrounding the Whistleblower Policy. The committee agreed that the college currently has sufficient policies in place to address complaints and are implementing a new reporting tool. The Board agreed with the committee's recommendation to assess and monitor how the tool is used over the next two years and revisit if a whistleblower policy is necessary at that time.*

**Audit Committee Report**

Claire Parkinson, Chair of Audit Committee

**a) 24/25 Financial Statements**

Claire noted that the statements have been audited by KPMG and are free of material misstatements. The Board reviewed the 2024/25 audited financial statements. It was noted that the College is in a financially stable and healthy position and ended the 2024/25 year with a working capital ratio of 2.93:1 and a surplus of \$41.7M. The majority of the surplus is due to deferred revenue taken into income, increased enrolment revenue and grant top up funding.

The committee reviewed the balance sheet, income statement and changes to net assets including the appropriation of \$38M to the Income Stabilization Fund and \$2M to an Endowment Fund.

Moved by Trevor Lalonde, seconded by Jim Phillips, ***“That the Board of Governors approve the 24/25 Financial Statements, as presented.”...carried.***

#### **b) 24/25 Annual Report and 25/26 Business Plan**

Claire discussed the committee’s review of the 2024/2025 Annual Report and 2025/2026 Business Plan. The Annual Report pulls together what the college has accomplished throughout the year. The 2025/2026 Business Plan reflects the goals and objectives of the college’s new 2025–2030 Strategic Plan. It highlights the tactics we plan to action over the next 12 months.

Moved by Michael DiBrina, seconded by Shannon Restoule, ***“That the Board of Governors approve the 24/25 Annual Report and the 25/26 Business Plan for submission to the Ministry of Colleges, Universities, Research Excellence and Security.”...carried.***

#### **d) 24/25 Audit Findings**

The Board reviewed the Audit Finding report as presented to the Audit Committee in April. KPMG completed the report and stated there are no going concerns or risks needed to be discussed. No matters to report in the work completed and no identified control deficiencies. Claire noted the Audit committee is satisfied with the contents of the Audit Findings Report and recommends the Board of Governors accept the report as presented.

Moved by Victor Ogochukwu, seconded by Trevor Lalonde, ***“That the Board of Governors approve the 24/25 Audit Findings Report for the year ended March 31, 2025, as presented.”***

#### **Program Development Framework Annual Report**

Janice Clark, VP, Academic, shared the Program Development Framework Annual Report. The report included results demonstrating compliance and alignment with the assumptions, guidelines, and priorities of the Framework. This Annual Report highlights Cambrian’s alignment with strategic priorities such as teaching excellence, respect for Indigenous cultures, global engagement, and college well-being. Cambrian’s inclusive and transparent program development is evidence-based, involving internal and external partners. Programs are regularly reviewed for sustainability and relevancy considering corridor funding, evolving industry demands and emerging needs, and credential pathways. They are responsive to the rapidly changing landscape. The achievements of 2024–25, include a wide range of new programs launched, approved and pending ministry approval. A comprehensive review of programs and a Tier II Review of programs falling below standards were conducted. Numerous accreditation renewals were also approved.

Moved by Lori Gauthier, seconded by Claire Parkinson, ***“That the Board of Governors receive the Program Development Framework Annual Report.”...carried.***

**Research Ethics Report**

Janice Clark, VP, Academic, shared the Research Ethics Report. In the 2024-25 fiscal year, eleven research projects were submitted to the Research Ethics Committee (REC) for review. The Committee approved 12 research projects and two new course-based research approvals, updated the research ethics webpage and provided research ethics support and guidance to faculty interested in conducting research.

Priorities for 2025-26 include reorganizing the Research Ethics Committee under the Teaching and Learning Hub, review and update the Ethics Policy and Operating Procedure, work with faculty in the Honours Bachelor Applied Psychology degree program, review of Guidelines for the Ethics Review of Research-Intensive Courses involving humans, update REC webpage content, explore PD opportunities for members and examine options to store, inform faculty of research ethics process and disseminate research findings within the college community.

Moved by Michael DeBrina, seconded by Victor Ogochukwu, ***“That the Board of Governors accept and approve the Research Ethics Committee’s Annual Report for 2024-2025.”...carried.***

**KPI Report Summary**

Janice Clark, VP, Academic, presented findings from the KPI summary report. She noted that the report contains three years of Ministry Key Performance Indicator (KPI) data with the most recent being the 2023-2024 reporting year. Cambrian’s Graduate Satisfaction Rate, Graduate Employment Rate, and Employer Satisfaction Rate continue to exceed the provincial average.

Moved by Claire Parkinson, seconded by Shannon Restoule, ***“That the Board of Governors receive the KPI Report Summary.”...carried.***

**Cost of Textbooks and other learning material costs**

Janice Clarke, VP of Academics reviewed the Cost of Textbooks and Other Learning Materials Annual report. This ensures students and their families can find information on educational costs and leverage best practices. Educational costs include ancillary fees, the costs of textbooks and other learning materials. Janice highlighted Cambrian’s educational costs for 2025 as presented in the report.

Moved by Trevor Lalonde, seconded by Mark Hartman, ***“That the Board of Governors receive the Cost of Textbook and other learning materials costs 2025 Annual Report, as presented.”...carried.***

**Advocacy Plan Monitoring Report**

Shawn Poland, VP, Strategic Enrolment and External Partnerships

Shawn presented highlights from the most recent advocacy report.

- Enrolment numbers exceeded 6,000 this year, with students from nearly 70 countries choosing to call Cambrian home. We’ve also enjoying a well-earned surge in domestic enrolment, sitting

at the top of English language colleges for application growth in the province.

- In addition to recent degree programs in Business Administration and Nursing well underway, Cambrian is accepting applications into our new Bachelor of Applied Psychology this September.
- Cambrian remains the research arm for SME's and major industry, and opened our Vale Electric Vehicle lab.
- Cambrian continued to modernize our campus, with the rollout of new branding guidelines, the opening of the Nursing Simulation Lab and student government offices, and the Hanson Venture Lab in support of entrepreneurship in our community.
- Cambrian is truly the partner of choice for industry, business and community partners in Greater Sudbury and beyond, thanks to events like Jill of All Trades, Innovation Challenge, Career Fair and Conference, Women in Tech and our VEX Robotics Competition to name a few. Overall, this has resulted in our partners investing \$3.6M in overall philanthropy back into Cambrian.

Moved by Maxim Jean-Louis, seconded by Claire Parkinson, ***"That the Board of Governors receive the Advocacy Plan Monitoring Report, as presented."...carried.***

**Strategic Plan 2025-2030**

**Kristine Morrissey, President**

Kristine presented the Final version of the 2025-2030 Strategic Plan. Highlights from the plan include a forward-looking response rooted in both optimism and realism. Kristine reviewed the guiding principles including Academic Excellence, Global Perspective, Indigenous Values, Innovation and Sustainability. All goals and objectives within our new plan include a learner focus, team focus and community focus. Kristine noted we will launch this new plan to all staff and faculty at our President's Welcome Back Breakfast in August, followed by a community launch in late fall.

Moved by Victor Ogochukwu, seconded by Lori Gauthier, ***"That the Board of Governors approve the 2025-2030 Strategic Plan, as presented."***

**Closing Questions**

**There were no closing questions.**

**Board In Camera Meeting**

Moved by Sophia Moutsatsos, seconded by Trevor Lalonde, ***"That the Board of Governors move into an in-camera meeting."...carried.***