

College of the North Atlantic, Board of Governors BM 03-19 and October 7 & 8, 2019

Board of Governors Meeting Bonavista Campus, Room T128

October 7 & 8, 2019

In Attendance: Alastair O'Rielly

Mark Bradbury

Charles Penwell

Bruce Hollett

Dominic Lundrigan

Kevin Kelly

Sam Synard

Chris Newhook Guest Presenter

Debbie Brake-Patten Jamie Best, Campus Manager

Wade Pinhorn

Whitney Roberts

Brenda Kelleher-Flight
Bonnie Lane-McCarthy

Peter Adams

Donna Rideout

John Gibbons

Regrets: Candice Ennis-Williams

Beverly Scott

Staff: Geoff Peters, General Counsel and Corporate Secretary

Heidi Staeben-Simmons, Director of Public Affairs

Elizabeth Chaulk, VP Student Engagement

Elizabeth Kidd, Chief Operating Officer

Trudy Barnes, VP Partnerships, Innovation and Entrepreneurship

Brian Tobin, Vice President of Academic Programs and Delivery

Recorder: Edith Alexander, Executive Assistant



Resolutions

BM 03-19-03 Review of Agenda	Motion put forth and seconded that the agenda be accepted as distributed.	Motion Carried
BM 03-19-05 Review of Board Minutes	Motion put forth and seconded that the June 12, 2019 minutes be approved.	Motion Carried
BM 03-19-09 Consent Agenda	 Motion put forth and seconded that the Consent Agenda be approved/accepted as distributed. Documents listed under the Consent Agenda are: Raytheon: Electronic System Engineering Technology, \$ 1,250,000. ACOA funded (75% and 25% CNA) International student recruitment and retention activities, \$ 529,000. Corner Brook Pulp and Paper-Training Proposal. A Proposal submitted to the Youth Employment and Skills Strategy (YESS) federal funding. Project update on Mobile Hyperspectral Imaging Applications for Atlantic Canada's Extractive Resources Industries. 	Motion Carried

Actions

BM 03-19-09	The Board suggested that a template be developed	GC &
Consent Agenda	that will contain pertinent details to assist them in	Corporate
	their analysis of a project, agreement/contract.	Secretary
		Office

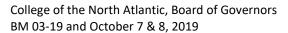


Minutes

Oct 7, 2019 BM 03-19-01	Board Chair Alastair O'Rielly called the meeting to order at 5 p.m.	
Call to Order	The Board Chair declared the meeting to be a "Closed Session".	
BM 03-19-02	The meeting was declared "Open" at 6:30 p.m.	
Adjournment	The Board Chair declared that as all the topics for this portion of the meeting	
	had been addressed the meeting was declared adjourned at 6:35 pm.	
Oct 8, 2019	Board Chair called the meeting to order at 8:46 a.m.	
BM 03-19-01		
Call to Order		
BM 03-19-02	Jamie Best, Campus Manager presented an overview of the Bonavista Campus,	
Campus	His presentation highlighted	
Presentation	The uniqueness of a small campus	
	Campus has blended learning courses, regular programs and	
	contract training/continuing education courses.	
	Cultural Culinary Program – permanent food license	
	The Campus is integrated within the community with the Campus	
	Manager participating in many of the organizations and networking	
	with the local high school.	
BM 03-19-03	Motion put forth and seconded that the agenda be accepted as distributed.	
Review of		
Agenda	Motion Carried	
BM 03-19-04	There were no Conflict of Interest declarations that would impede the meeting	
Conflict of	agenda.	
Interest		
BM 03-19-05 Review of	Motion put forth and seconded that the June 12, 2019 minutes be approved.	
Board	Motion Carried	
Minutes		
BM 03-19-06	Action items will be addressed during the Chair's report.	
Action items		
BM 03-19-07	The Board Chair expanded verbally on his report that is included within the	
Chair's	meeting materials.	
Report	The Board Chair advised the Board that he was advised by the Public	
	Service Commission that the advertisement for a permanent CNA	
	President would soon be released.	
	A meeting was held with Minister Mitchelmore to discuss Board	
	membership and other matters. Minister Mitchelmore will review and	
	follow up.	
	A meet and greet for the Qatar delegation was attended in St. John's	
	followed by a dinner.	



	President Hollett advised the Board that there has been a lot of preparation for the Post-Secondary Review and Strategic Planning. • We have been very successful this fall in launching several new programs. We do have one program that has been delayed in	
	 Carbonear which will be launched upon student demand. CNA has placed a large emphasis on recruitment beginning with hosting open houses across the Province to increase the public's awareness of what CNA has to offer. Enrolment has increased 3.3% over last September's enrolment numbers. With the success of our spring open house and positive enrolment, CNA will be hosting another open house in November 2019. Due to streamlining our international application process we have seen a significant increase in international enrolment this September. China held a Twenty-year anniversary celebration that was attended by the President and VP Partnerships, Innovation, & Entrepreneurship. LEAN Management projects have been identified and are currently in progress. Performance Management is now in progress. The 2020-2021 budget is now in the process of being compiled for Government submission. 	
Consent	 Motion put forth and seconded that the Consent Agenda be approved/accepted as distributed. Documents included in the Consent Agenda are: Raytheon: Electronic System Engineering Technology, \$ 1,250,000. ACOA funded (75% and 25% CNA) International student recruitment and retention activities, \$ 529,000. Corner Brook Pulp and Paper-Training Proposal. A Proposal submitted to the Youth Employment and Skills Strategy (YESS) federal funding. Project update on Mobile Hyperspectral Imaging Applications for Atlantic Canada's Extractive Resources Industries. Motion Carried 	





	The Board suggested that a template be developed that will contain pertinent details to assist them in their analysis of a project, agreement/contract.	
BM 03-19-10	The Board Chair declared the Board meeting a "Closed Session" at 10:37 am.	
In-camera	The Board Chair declared an "in-camera session" at 3:20 p.m. excusing all Staff from the meeting. At 4:17 pm Staff were invited to rejoin the meeting.	
BM 03-19-11 Next meeting	The next meeting will be held in Stephenville on the 3 rd of December,2019.	
Adjournment	Board Chair, Alastair O'Rielly noting that all agenda items had been addressed declared the meeting adjourned. (4:20 pm)	