

**MINUTES
BOARD MEETING**

**December 5, 2019
1 pm – 3:20 pm
HEQCO, 1 Yonge St., Suite 2402**

Council members present:

Mayer, Denis, acting board chair
Carson, A. Scott
Herbert, Sue
Lang, Pat
LeBlanc, Laurie (ex-officio)

Interim President and secretary to the board:

Trick, David

Staff supporting the Council:

Macri, Diana, chief administrative officer
Permato, Ellen, executive assistant and recording secretary
Ross, Matt, director, communications

1. Call to order

The acting board chair called the meeting to order at 1 pm and established that a quorum of council members was present.

2. Approval of meeting agenda

Addition (highlighted):

Item 5.1a: Pat Lang will give an update on the search for the permanent President and CEO of HEQCO.

Moved by Sue Herbert; seconded by A. Scott Carson
Approved unanimously.
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3. Minutes of meeting

Corrections (highlighted):

Item 4.2 Acting chair's update

- There is no news yet from the ministry about board appointments. Pat Lang is willing to be reappointed and is preparing the necessary paperwork.
- With reference to having guest speakers at board meetings, he suggested Brian Desbiens, past president of Sir Sandford Fleming College and currently teaching at OISE-University of Toronto.

Item 5.4 Relocation expense

- The relocation expenses framework was approved by the board members by email.

Motion:

1. That the board approve the minutes of the meeting of September 12, 2019 with corrections.

Moved by A. Scott Carson; seconded by Sue Herbert

Approved unanimously

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4.1 Multi-Year Business Plan 2020-2023

Matt Ross explained that the new business plan was prepared without having received the mandate letter. However, it provides opportunity to incorporate mandate letter projects and is informed by the Ontario Government's Fall Economic Statement. It may be amended accordingly once the mandate letter has been released. In the meantime, board approval is needed to comply with the deadline to submit the business plan by December 31, 2019.

Comments/observations:

- Unspent money for FY 2019-20 due to cancellation of some research contracts. The funds have to be preserved in case the mandate letter assigns new projects to HEQCO.
- Under *Performance Measures*, clarify number of areas of focus to reflect free speech role.
- Make it clear that Lynda.com is now part of LinkedIn.
- HEQCO will continue with its apprenticeship project. Environmental Scan will reflect changes to role regarding apprenticeship oversight to Ministry of Labour, Training and Skills Development.
- The digital review report was submitted to the ministry but there is no direction on publication or future action at this time.
- If required, HEQCO could support projects from the Francophone community by hiring external French-speaking people.

Motion:

1. That the Board approve the Multi-Year Business Plan 2020-2023, in principle, for submission to the Minister by December 31, 2019. It may be amended when the mandate letter is released/government feedback is received and will be sent back to the board for approval.

Moved by Sue Herbert; seconded by Pat Lang

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Approved unanimously

4.2 **Strengthening the Public Appointments Process**

The updated version of the Agencies & Appointments Directive was distributed to members. Diana Macri highlighted the changes that affect HEQCO.

At the request of the Deputy Minister, Denis Mayer and Diana Macri produced a draft list of *Board members - Skills and Competencies*.

Motion:

1. That the Board approve the Board members - Skills and Competencies list for submission to the Ministry.

Correction:

Item 4. HEQCO specific requirements, change the word aboriginal to indigenous.

Moved by A. Scott Carson; seconded by Sue Herbert

Approved unanimously

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In camera

5.1 **Acting Chair's Update**

Denis Mayer reported that he met with David regarding his transition to the interim President & CEO position. They discussed updates on projects, staff hiring, terms of board members, mandate letter and potential research initiatives.

D. Mayer underlined the assistance of Diana and David in preparing the response to the Deputy Minister regarding the Public Appointments Process.

He also reported on the status of the President/CEO search on behalf of the search committee. He mentioned that the committee met in person and by telephone on a number of occasions with the search firm to assess applicants and referred candidates as key prospects for the positions. The search is continuing and the committee expects to have this process concluded early in the new year.

He continues to monitor the changes occurring in the Ministry and government announcements as they relate to postsecondary education.

5.2 **Interim President's Update**

David Trick briefed the Board on actions he has taken to maintain the organization's momentum while the search for a new President is underway. He noted in particular that he has promoted staff from within to create an effective management structure, especially for policy and research work; approved hiring two new senior researchers who will start in January; reached out to people in government and non-government organizations to create and maintain connections; initiated some reader-friendly publications that will provide an overview of what HEQCO's research shows about

several key issues in higher education; and started work on a new three-year research plan.

5.3 Ministry of Colleges and Universities Update

The Deputy Minister updated Council members on a number of issues, including the status of appointments/reappointments to Council. The transfer of the Ministry's training functions to the Ministry of Labour, Training and Skills Development is ongoing, with certain issues to be resolved (adult education, experiential learning, data services). Draft SMA agreements are due on December 17, with certain issues still under discussion. The report of the expert panel on intellectual property will be released in December; this is a joint responsibility of MCU and the Ministry of Economic Development, Job Creation and Trade. There is interest in diversifying the sources of international students and their destination within Ontario. The baccalaureate Nursing policy is under review.

6. Expression of thanks to Denis Mayer

Council members expressed their deep gratitude to Denis Mayer on the occasion of his final meeting prior to the expiry of his second term in January. It was noted that Denis has been a valued colleague for all Council members during his six years of service on the Council. Denis was especially thanked for his service in taking on the role of acting chair in recent months and providing stability as the Council seeks a new president and awaits the appointment of a permanent chair. Council members expressed their warm support and good wishes as Denis moves to new endeavours.

7. Adjournment

There being no further business, the meeting was adjourned at 3:20pm.

Moved by Pat Lang, seconded by Sue Herbert
Approved unanimously
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Next meetings:

January 7	By email. To approve 3 rd quarter financial statement
March 25	In person
May 5	By email. To approve 4th quarter financial statement
June 17	In person