**HIGHER EDUCATION QUALITY COUNCIL OF ONTARIO**

**MINUTES**

**BOARD MEETING**

**December 8, 2016**

**2 pm – 3:30 pm**

**Council Members present:**

**In person**

Hazel, Cindy

Hill, Michael

Mayer, Denis

**By phone**

Summerlee, Alastair, Chair

**Guest: (By phone)**

Levy, Sheldon, Deputy Minister, MAESD

**President and Secretary to the Board:**

Weingarten, Harvey P.

**Staff supporting the Council:**

Bloch-Nevitte, Susan, Executive Director, Communications

Deller, Fiona, Senior Executive Director, Policy & Partnerships

Hicks, Martin, Executive Director, Data & Statistics

Macri, Diana, Chief Administrative Officer

Permato, Ellen, Executive Assistant and Recording Secretary

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| **1.** | **Call to order**  The chair called the meeting to order at 2 pm and established that a quorum of Council members was present.  He called on Sheldon Levy to do the Ministry update. |
| **4.3** | **Ministry of Advanced Education and Skills Development (MAESD) update**  Highlights of Deputy Minister’s report:   * MAESD is pulling together different activities to put into the Strategic Mandate Agreement including a template on funding formula * discussion on French university continues * ongoing work in integrating aboriginal institutes into the Ministry * tuition fee announcement will be made soon * sustainability project in collaboration with HEQCO will be set up * *Highly Skilled Workforce* project’s analytical research will be done in partnership with HEQCO |
| **2.** | **Approval of meeting agenda**  Approved unanimously. |
| **3.** | **Minutes of the meeting of September 22, 2016**  **Motion:**   1. That the Board approve the minutes of Board meeting of September 22, 2016.   Moved by Denis Mayer; seconded by Michael Hill.  Passed unanimously.  December 2016/Motion 1 |
| **4.1** | **Chair’s update**  Alastair Summerlee informed the members that this is Cindy Hazell’s last Board meeting as her term will end on January 22, 2017. Board members and staff thanked her for her contributions to the Board, especially for her role as interim chair.  He reported that the re-appointment of Denis Mayer and the appointment of new Board members are in process.  He noted that Board members have received a copy of the Ministry’s Mandate letter, confirmation of HEQCO budget allocation for fiscal year 2016-17 and the updated Travel, Meal and Hospitality directive. |
| **4.2** | **President’s update**  Harvey Weingarten reported that HEQCO continues to meet regularly with the Deputy Minister and MAESD staff.  The EASI project is using online PIAAC to accumulate data and is well into the college study of skills acquisition. University participants are being recruited for the study’s second phase. Three full-time staff members are working on the project.  HEQCO is developing a dashboard of indicators to monitor a number of postsecondary issues including quality, enrolment and performance. Ten experts on the subject have been invited to HEQCO’s May workshop to talk about what these indicators should be and how they can be applied. An important goal is to increase enrolment of low-income groups to postsecondary education.  An RFP has been distributed to evaluate the recent OSAP changes.  Research projects on a highly-skilled workforce and WIL are ongoing.  The President/CEO and Fiona Deller met with the president and senior staff of Lakehead University in Thunder Bay to discuss issues of aboriginal participation and differentiation. HEQCO will work with Thunder Bay communities to develop an agenda for equitable access.  He agreed the Chair’s suggestion to write, on behalf of the Board, to the Minister to identify sustainability issues that need solutions. The letter will also emphasize HEQCO’s availability to help in this and other issues of concern to the Ministry. He and the Chair and will draft the letter which will be shown to members before finalization. |
| **5.** | Multi-Year Business Plan 2017-2020   1. That the Board approve the Multi-Year Business Plan 2017 to 2020 for submission to the Minister   Moved by Denis Mayer; seconded by Cindy Hazel.  Passed unanimously.  December 2016/Motion 2  H. Weingarten explained that the business plan justifies the allocation of HEQCO’s funding. It illustrates the strategic planning that the Council undergoes, and its goals and values as they relate to its mandate.  Diana Macri informed the members that the attached Risk Assessment is the same document they approved in September. Minor editorial comments from the Ministry were incorporated.  The members suggested that goals be titled short- and long-term. |
| **6.1** | **2nd quarter 2016-17 financial statement**  **Motion:**   * That the Board approve the 2nd quarter 2016-17 financial statement for submission to the Minister.   Moved by Michael Hill; seconded by Denis Mayer  Passed unanimously.  December 2016/Motion 3  Before adjournment, the Chair summarized the action points resulting from the discussions:   * HEQCO Chair & CEO Board will write to the minister about sustainability. * H. Weingarten will meet with Minister’s adviser on aboriginal issue to determine how HEQCO can be of help. In the meantime, HEQCO will consider mechanisms to measure the impact of Northern graduates. * a special meeting will be scheduled with the new board members once they have been appointed. The meeting will introduce new members to HEQCO, its mandate and values. It will also serve to broaden the discussion and gather their collective input on HEQCO’s short- and long-term goals, projects and priorities.   Outgoing member Cindy Hazell thanked the members and staff. She acknowledged the opportunity she had had in serving the Board and contributing to the discussions. She hopes the Board will soon be filled with new appointees. |
| **7.** | **Executive Session (Board members only).** |
| **8.** | |  | | --- | | **Adjournment**  There being no further business, the meeting was adjourned at 3:30 pm. | |