

**LAMBTON COLLEGE OPEN BOARD MEETING**  
**Thursday, October 26, 2023**  
**9:30 a.m. – 10:10 a.m.**  
**Lambton College E1-209**  
**AGENDA**

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- 9:30 1. **CALL TO ORDER** T. Lee
2. **INDIGENOUS TRUTH AND RECONCILIATION  
LAND ACKNOWLEDGEMENT** K. Provost

At Lambton College, we are always very grateful for the land we live on, for the land we teach and work on, for the land we play and compete on and for the land we learn on.

It is with this gratitude in our hearts that before important events such as this one today that we are always very proud to acknowledge that: Lambton College is located on the beautiful homeland that is the traditional territory of the Ojibwe, Potawatomi and Odawa Nations. These three individual Nations make up the traditional Three Fires Confederacy. We acknowledge the grace and the welcome they have offered to all students, staff and guests at Lambton College.

3. **CONSENT AGENDA (attachments)** T. Lee **approval**
1. October 26, 2023 Agenda
  2. June 8, 2023 Open Minutes
  3. Report from the June 8, 2023 In-Camera Meeting
  4. Conflict of Interest Declaration
  5. Chair's Report
- Recommendation: That the Board of Governors approves the minutes of the Open Meeting of June 8, 2023 and the entire contents of the consent agenda. 2023-37

- 9:35 4. **CELEBRATING OUR STUDENTS** S. Dickson information  
Zibien (Zibby) Blanchard  
Alumni, Staff Lead – Lion’s Pride, Lambton’s Gender  
and Sexuality Alliance (GSA) and Peers Facilitator for  
Let’s Face It.  
Diana Forbes, Director Community Engagement
- 9:45 5. **FINANCIAL STATEMENTS FOR THE PERIOD** S. Dickson **approval**  
**ENDING JULY 31, 2023 (attachment)**  
Julie Carlton, Director of Finance  
Recommendation: That the Board of Governors  
approves the recommendation of the Finance and  
Property Committee to approve the Financial  
Statements for the period ending July 31st, 2023.  
2023-38
- 9:55 6. **PRESIDENT’S REPORT (attachment)** R. Kardas information
- 10:05 7. **GOVERNANCE REPORT (attachment)** T. Lee **approval**  
Recommendation: That the Board of Governors  
approves the Governance Report and all decisions and  
motions therein, as presented. 2023-39
8. **OTHER BUSINESS** T. Lee Information
- 10:10 9. **ADJOURNMENT**

**Members**

Tania Lee, Chair  
Jason McMichael, 1<sup>st</sup> Vice-Chair  
Rob Dawson, 2<sup>nd</sup> Vice-Chair  
Shawn Fowler  
Mike Denomme  
Rob Kardas  
Jane Mathews

Daniella Mancusi  
Dave Mitton  
Jarvis Nahdee  
Dave Park  
Dean Pearson  
Kelly Provost  
Gurpreet Singh  
Beth Ann Wiersma

**Resource**

Mehdi Sheikhzadeh  
Mary Vaughan  
Kurtis Gray

**Ex.Officio**

Spencer Dickson

**Board E.A.**

Lianne Birkbeck

## Open Board Meeting – Thursday, June 8, 2023 – 4:30 p.m. Lambton College Boardroom

### Membership

Barry Hogan, Chair  
Susan Ferguson, 1<sup>st</sup> Vice- Chair  
Shannon Landry, 2nd Vice-Chair  
Christian Russi -regrets

Shawn Fowler  
Rob Kardas  
Tania Lee  
Brian Lucas

Jason McMichael  
Dave Mitton  
Rob Dawson  
Jarvis Nahdee  
Dave Park  
Dean Pearson  
Carly Vandenende  
Kelly Provost  
Mike Denomme -regrets

### Resource

Mehdi Sheikhzadeh - regrets  
Mary Vaughan  
Kurtis Gray

### Ex.Officio

Spencer Dickson

### E.A. to the Board

Lianne Birkbeck

#### 1. **CALL TO ORDER**

Barry Hogan, Chair, called the meeting to order at 4:35 p.m.

#### 2. **INDIGENOUS TRUTH AND RECONCILIATION LAND ACKNOWLEDGEMENT**

The Chair invited Rob Dawson to make the Indigenous Land Acknowledgement that at Lambton College, we are always very grateful for the land we live on, for the land we teach and work on, for the land we play and compete on and for the land we learn on. It is with this gratitude in our hearts that before important events such as this one today that we are always very proud to acknowledge that: Lambton College is located on the beautiful homeland that is the traditional territory of the Ojibwe, Potawatomi and Odawa First Nations. These three individual Nations make up the traditional Three Fires Confederacy. We acknowledge the grace and the welcome they have offered to all students, staff and guests at Lambton College.

#### 3. **CONSENT AGENDA**

1. June 8, 2023 Agenda
2. April 6, 2023 Open Minutes
3. Conflict of Interest Declaration
4. Chair's Report

**IT WAS MOVED BY:** Jason McMichael

**SECONDED BY:** Rob Dawson

**THAT:** the Board of Governors approves the minutes of the Open Meeting of April 6, 2023 and the entire contents of the consent agenda. 2023-20. **Carried**

4. **CELEBRATING OUR STUDENTS**

President Kardas introduced Chance Cooper a 2023 Fire Sciences Program graduate. Chance spoke about the opportunities to serve the community as a firefighter and the responsibilities of a first responder.

The Chair thanked Chance for choosing public service and his work in the community.

5. **DRAFT AUDITED FINANCIAL STATEMENTS FOR YEAR ENDED MARCH 31, 2023**

The Chair invited Julie Carlton to introduce Silvana Slavic, Partner, BDO Canada to provide the audit assessment and the audited financial statements. Ms. Slavic indicated that a clean audit opinion was issued. Ms. Slavic informed the Board that Asset Retirement Obligation is new to the public statement noting it affecting how the statements are presented. The Contingency Liability has been affected by the repeal of Bill 124; however, the effects are underminable at this time.

The Chair invited questions from the Board and the President thanked the BDO Auditors and the College Financial Team for their dedicated work.

**IT WAS MOVED BY:** Dean Pearson  
**SECONDED BY:** Jason McMichael  
**THAT:** the Board of Governors approves the Finance and Property Committee recommendation to approve the Transfer to Capital Reserves for:

- Campus Renewal – \$26,121,233
- IT & Learning Infrastructure - \$500,000
- Insurance Retention - \$500,000
- Fireschool Equipment Renewal - \$104,047
- Athletic & Fitness Centre Reserve - \$23,503

AND THAT the Board of Governors approves the Finance and Property Committee recommendation to approve the audited financial statements as of March 31, 2023.  
**CARRIED.** 2023-21

6. **2022 SEXUAL ASSAULT AND SEXUAL VIOLENCE ANNUAL REPORT**

Patrick Bennett, Registrar and Director of Institutional Intelligence overviewed the report highlighting key aspects and inviting questions from the Board. He noted the three Lambton campuses (Sarnia, Cestar, and Queen's) share practices; however, a unique challenge for international students identified is a fear of reporting because of a perceived impact on VISA status. Dispelling myths and ensuring correct information is a critical priority and is taking place to address this issue.

In 2022, there was a single incident of sexual violence; however, research shows there are more incidents that have not been reported. Therefore, an awareness campaign and bystander intervention training have been implemented.

**IT WAS MOVED BY:** Tania Lee  
**SECONDED BY:** Susan Ferguson  
**THAT:** the Board of Governors approves the 2022 Sexual Assault and Sexual Violence Annual Report. 2023-22. **CARRIED**.

7. **AUDIT SERVICES RFP**

Spencer Dickson informed the Board that the contract for audit services with BDO Canada LLP will soon conclude.. A Request for Proposal (RFP) will be issued with the review committee consisting of staff and governors beginning in the fall to make a recommendation to the Board on retaining audit services.

8. **2025-2030 STRATEGIC PLAN DEVELOPMENT**

An RFP has been issued to retain a consultant to conduct the strategic plan development. The successful consultant will be present at the October Board Retreat.

**2023-2024 ANNUAL CALENDAR**

The President overviewed the annual calendar inviting discussion noting two changes: the Retreat will be coupled with the October Board meeting and a Commercialization Report will be added to the February meeting.

**IT WAS MOVED BY:** Kelly Provost  
**SECONDED BY:** Brian Lucas  
**THAT:** The Board of Governors approves the 2023-2024 Annual Board Calendar as presented. **CARRIED**

10. **BOARD OFFICER ELECTION**

Spencer Dickson, Secretary-Treasurer to the Board conducted the officer election process.

Chair Position - One nomination, that of Brian Lucas, was received for the Chair position. Nominated by Dean Pearson, seconded by Barry Hogan. There were no nominations from the floor. Brian Lucas agreed to stand. Brian was acclaimed as Chair.

First Vice-Chair – One nomination, that of Tania Lee, was received for the First Vice-Chair position. Nominated by Dean Pearson seconded by Brian Lucas. There were no nominations from the floor. Tania Lee has agreed to stand. Tania was acclaimed as First Vice-Chair.

Second Vice-Chair – One nomination, that of Jason McMichael, was received for the Second Vice-Chair position. Nominated by Dean Pearson and seconded by Brian Lucas. There were no nominations from the floor. Jason McMichael has agreed to stand. Jason McMichael was acclaimed as Second Vice-Chair.

11. **PRESIDENT'S REPORT (attachment)**

The President presented his report as written.

12. **GOVERNANCE REPORT (attachment)**

The Chair invited Mary Vaughan to overview the highlights from the Programs and Services and presented the report as written.

**IT WAS MOVED BY:** Susan Ferguson

**SECONDED BY:** Kelly Provost

**THAT:** the Board of Governors approves the Governance Report and all decisions and motions therein, as presented. **CARRIED.**  
2023-24

13. **RETIRING GOVERNORS' APPRECIATION**

The President and Chair thanked Susan Ferguson and Shannon Landry for their outstanding contribution to Lambton College. As well, the President spoke of the commitment of Barry Hogan, Chair and thanked him for his leadership.

14. **OTHER BUSINESS**

No other business was heard.

15. **ADJOURNMENT**

The meeting adjourned 5:50 p.m.

MINUTES APPROVED BY:

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Tania Lee, Chair

AT MEETING OF: October 26, 2023  
Lianne Birkbeck, Recording Secretary

**Report From: Tania Lee, Chair**

<input type="checkbox"/> For Action	<input checked="" type="checkbox"/> Board of Governors
<input checked="" type="checkbox"/> For Information	<input checked="" type="checkbox"/> Open Meeting
<input checked="" type="checkbox"/> Meeting Date	<u>October 26, 2023</u>
<input checked="" type="checkbox"/> Agenda Item No.	<u>3</u>

**Subject: Report on Items from In-Camera Session June 8, 2023 and September 7<sup>th</sup>, 2023**

Signature on file

Tania Lee, Chair

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The June 8, 2023 In-Camera meeting agenda contained the approval of the In-Camera Minutes of March 2nd, 2023, the President and Board 2022-2023 Final Goal Report, and the discussion of capital projects with a property update provided.

The September 7, 2023 In-Camera meeting agenda contained matters related to personnel.

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**Report From: T. Lee Chair**

<input type="checkbox"/> For Action	<input checked="" type="checkbox"/> Board of Governors
<input checked="" type="checkbox"/> For Information	<input checked="" type="checkbox"/> Open Meeting
<input checked="" type="checkbox"/> Meeting Date <u>October 26, 2023</u>	
<input checked="" type="checkbox"/> Agenda Item No. <u>3</u>	

**Subject: Chair's Report**

1. **Sarnia Police Partnership Announcement:** On September 27<sup>th</sup>, the Chair joined College staff to announce a new collaboration that will provide opportunities for students enrolled in Lambton's Criminal Justice programs to work closely with the Sarnia Police Service as part of a newly-established Community Crime Unit. The unit will be led by a dedicated Constable hired by the Sarnia Police Service to supervise and mentor students as they gain real life exposure to investigations and aspects of crime analysis within the community.
2. **Board Orientation:** The Chair lead with college staff an orientation session for new Governors. The session included an overview of the roles and responsibilities of the Board of Governors, the Board policies, finances, Enactus, community engagement, academic programming and student success services, and research and innovation.
3. **Committee Meetings:** The Chair attended and chaired the Executive of the Board meetings and the Nomination Committee, as well as interviews for new two new governors. Lastly, she Chaired the Programs and Services Committee and attended the Finance and Property Committee.



**FINANCIAL PERFORMANCE  
AS AT JULY 31, 2023  
COMMENTARY****2023-2024 BUDGET**

The 2023-24 budget reflects an operating surplus of \$16,516,800 which includes a \$1,000,000 Contingency. The forecast will be revised with the September 30, 2023 financial report.

**CONTRIBUTION**

Year to date contribution is an operating surplus of \$3,423,930 as at July 31, 2023 (\$2,919,178 – July 31, 2022).

**POST SECONDARY: SCHEDULE 2A**

- **Fees: Tuition and Other Revenue**
  - On campus domestic and international enrolment increased over spring 2022 term
- **MCU Grants**
  - One time increase in funding in previous year for Small Northern Rural grant funding that did not continue
- **Other**
  - PSW Accelerated program funding received in 2022 spring term did not continue for 2023 Spring, which has decreased funding. Non-instructional expenditure has decreased in correlation to the decrease in funding provided.
- **Expenditures**
  - Increased expenditures due to increased enrolment and delivery of programs. Additional expenditures for software, equipment, and multimedia rooms

**CONTRACT SERVICES: SCHEDULE 2B**

- **International**
  - Slight decrease in spring term enrolment, at partner campuses in Toronto and Mississauga. This is offset by increases in agent commissions revenue with increased first and second term enrolment and results in Recruitment expenditure increase compared to July 2022
- **Research**
  - Increase in revenue due to timing of research projects. Timing of CBARN grant funding.
- **Expenditures**
  - Adjusted proportional to the funded activity

**STUDENT SERVICES: SCHEDULE 3**

- **Sundry Fees**
  - Sundry fees revenue increased with overall increase in student enrolment and timing of related expenditures
- **Expenditures**
  - Timing of expenditures. Increase in expenditures with 2 convocation ceremonies and increase in expenditures to support additional student enrolment

**ADMINISTRATIVE SERVICES: SCHEDULE 4**

- **MCU Revenue**
  - Revenue and Taxes expense increased with increase enrolment
- **Other**
  - Interest income increased due to the average interest rate more than double the rate compared to 2022
- **Expenditures**
  - Increase in insurance premiums compared to previous year as anticipated and increase in non-instructional expenses with increase in PD and investment commission expenditures

**PHYSICAL RESOURCES: SCHEDULE 5**

- **Expenditures**
  - Equipment & Building Maintenance reflect timing differences and increased security at the North Building

**ANCILLARY OPERATIONS: SCHEDULE 6**

- **Revenue and Expenditures**
  - Campus Shop revenue increased in the current year with increased enrolment and activity on campus with corresponding increases in expenditure.
  - Decreased revenue and expenditures for residence with decreased summer rental revenue compared to the prior year and purchase of bedding in the previous year which is not an annual cost.



**THE LAMBTON COLLEGE OF APPLIED ARTS  
AND TECHNOLOGY**

**Statement of Revenue and Expenditure**

*for the period April 1, 2023- July 31, 2023*

**THE LAMBTON COLLEGE OF APPLIED ARTS  
AND TECHNOLOGY**

**Statement of Revenue and Expenditure**

For the period: April 1, 2023 - July 31, 2023

	Supporting Schedule	2023-24 <u>BUDGET</u>	2023-24 <u>Actual YTD</u>	2022-23 <u>Prior YTD</u>
<b>REVENUE</b>				
Post Secondary	Sch 2A	\$ 47,324,600	\$ 11,364,144	\$ 11,565,598
Contract Services	Sch 2B	77,162,100	23,682,294	21,223,528
Student Services	Sch 3	6,168,400	1,973,544	1,204,092
Administrative Services	Sch 4	7,245,200	4,759,753	1,516,752
Physical Resources	Sch 5	344,500	90,304	137,682
Ancillary	Sch 6	4,332,100	634,343	615,740
Amortization of deferred capital contributions		4,090,300	1,363,433	1,429,467
		<u>146,667,200</u>	<u>43,867,815</u>	<u>37,692,859</u>
<b>EXPENDITURE</b>				
Post Secondary	Sch 2A	\$ 42,812,400	\$ 12,841,289	\$ 11,883,453
Contract Services	Sch 2B	46,439,400	14,626,395	11,334,077
Student Services	Sch 3	10,464,100	3,357,338	2,665,066
Administrative Services	Sch 4	9,831,900	3,732,772	3,416,778
Physical Resources	Sch 5	6,861,800	1,916,132	1,516,354
Ancillary	Sch 6	3,771,400	646,824	683,786
Depreciation of capital assets		9,969,400	3,323,133	3,274,167
		<u>130,150,400</u>	<u>40,443,884</u>	<u>34,773,681</u>
<b>EXCESS OF REVENUE OVER EXPENDITURE</b>		\$ 16,516,800	\$ 3,423,930	\$ 2,919,178
<b>TRANSFER TO CAPITAL RESERVES</b>		(20,115,900)	(1,437,092)	(465,573)
<b>TRANSFER FROM CAPITAL RESERVES</b>		29,551,500	4,878,756	1,412,326
<b>INVESTED IN CAPITAL ASSETS</b>		(26,052,000)	(8,684,000)	(4,610,750)
<b>OPENING ACCUMULATED UNRESTRICTED SURPLUS</b>		7,903,700	8,076,014	7,899,548
<b>CLOSING ACCUMULATED UNRESTRICTED SURPLUS</b>		<u>\$ 7,804,100</u>	<u>\$ 6,257,609</u>	<u>\$ 7,154,728</u>

**THE LAMBTON COLLEGE OF APPLIED ARTS  
AND TECHNOLOGY**

**Analysis of Post Secondary**

For the period: April 1, 2023 - July 31, 2023

**Schedule 2A**

	2023-24 <u>BUDGET</u>	2023-24 <u>Actual YTD</u>	2022-23 <u>Prior YTD</u>
<b>REVENUE:</b>			
Fees: Tuition and Other	\$ 26,410,000	\$ 4,542,663	\$ 4,048,252
MCU Grants	20,465,100	6,804,104	7,236,045
Other	449,500	17,376	281,300
	<u>47,324,600</u>	<u>11,364,144</u>	<u>11,565,598</u>
<b>EXPENDITURE:</b>			
Compensation	\$ 36,048,100	\$ 9,971,851	\$ 9,408,112
Instructional software/Equipment/Rental	3,652,500	2,066,361	1,578,942
Instructional	1,470,400	349,874	300,244
Non-instructional	691,400	139,703	282,655
Tuition set aside	950,000	313,500	313,500
	<u>42,812,400</u>	<u>12,841,289</u>	<u>11,883,453</u>
<b>CONTRIBUTION:</b>	<u>\$ 4,512,200</u>	<u>\$ (1,477,146)</u>	<u>\$ (317,855)</u>

# THE LAMBTON COLLEGE OF APPLIED ARTS AND TECHNOLOGY

## Analysis of Contract Services

For the period: April 1, 2023 - July 31, 2023

Schedule 2B

	2023-24 <u>BUDGET</u>	2023-24 <u>Actual YTD</u>	2022-23 <u>Prior YTD</u>
<b>REVENUE:</b>			
Contract Revenue	\$ 376,400	\$ 18,077	\$ 12,475
Course Fees	376,300	78,762	59,478
International	59,745,200	17,962,098	16,420,284
MLITSD Apprenticeships	1,318,800	264,701	136,006
MLITSD Contracts	2,806,500	919,587	767,798
Other Provincial Contracts	1,694,500	546,833	564,833
Municipal Contracts	1,174,500	453,508	333,115
Research Contracts	7,894,100	2,921,154	2,454,512
Fire School	1,758,800	506,566	472,009
Other	17,000	11,008	3,018
	<u>77,162,100</u>	<u>23,682,294</u>	<u>21,223,528</u>
<b>EXPENDITURE:</b>			
Compensation	\$ 14,798,600	\$ 5,052,176	\$ 4,429,480
International Recruitment	21,034,500	6,526,722	4,809,267
Stipends/Support Allowances	729,300	347,156	146,812
Equipment/Building Maintenance	1,598,200	268,987	267,923
Instructional/Program	3,555,000	1,278,105	853,389
Non-instructional	4,723,800	1,153,249	827,204
	<u>46,439,400</u>	<u>14,626,395</u>	<u>11,334,077</u>
<b>CONTRIBUTION:</b>	\$ 30,722,700	\$ 9,055,899	\$ 9,889,452

**THE LAMBTON COLLEGE OF APPLIED ARTS  
AND TECHNOLOGY**

**Analysis of Student Services**

For the period: April 1, 2023 - July 31, 2023

**Schedule 3**

	2023-24 <u>BUDGET</u>	2023-24 <u>Actual YTD</u>	2022-23 <u>Prior YTD</u>
<b>REVENUE:</b>			
MCU Revenue	\$ 1,252,400	\$ 346,097	\$ 266,635
Sundry Fees	4,239,000	1,382,941	668,215
Other	677,000	244,507	269,241
	<u>6,168,400</u>	<u>1,973,544</u>	<u>1,204,092</u>
<b>EXPENDITURE:</b>			
Compensation	\$ 8,609,800	\$ 2,728,019	\$ 2,220,352
Equipment/Rental	127,100	33,568	79,414
Educational resources/Awards	340,200	115,923	113,397
Non-instructional	1,387,000	479,828	251,903
	<u>10,464,100</u>	<u>3,357,338</u>	<u>2,665,066</u>
<b>CONTRIBUTION:</b>	<u>\$ (4,295,700)</u>	<u>\$ (1,383,795)</u>	<u>\$ (1,460,975)</u>

**THE LAMBTON COLLEGE OF APPLIED ARTS  
AND TECHNOLOGY**

**Analysis of Administrative Services**

For the period: April 1, 2023 - July 31, 2023

**Schedule 4**

	2023-24 <u>BUDGET</u>	2023-24 <u>Actual YTD</u>	2022-23 <u>Prior YTD</u>
<b>REVENUE:</b>			
MCU Revenue	\$ 180,700	\$ 366,508	\$ 302,833
Rental Revenue	164,500	19,864	499
Other	6,900,000	4,373,381	1,213,420
	<u>7,245,200</u>	<u>4,759,753</u>	<u>1,516,752</u>
<b>EXPENDITURE:</b>			
Compensation	\$ 5,184,500	\$ 1,705,722	\$ 1,594,283
Insurance/Taxes	809,000	1,027,023	824,432
Professional fees	1,052,000	343,592	596,673
Contingency	1,000,000	-	-
Non-instructional	1,786,400	656,434	401,390
	<u>9,831,900</u>	<u>3,732,772</u>	<u>3,416,778</u>
<b>CONTRIBUTION:</b>	<u>\$ (2,586,700)</u>	<u>\$ 1,026,981</u>	<u>\$ (1,900,026)</u>



**THE LAMBTON COLLEGE OF APPLIED ARTS  
AND TECHNOLOGY**

**Analysis of Physical Resources**

For the period: April 1, 2023 - July 31, 2023

**Schedule 5**

	2023-24 <u>BUDGET</u>	2023-24 <u>Actual YTD</u>	2022-23 <u>Prior YTD</u>
<b>REVENUE:</b>			
Facilities Fee	\$ 218,600	\$ 57,278	\$ 36,868
MCU Revenue	3,700	3,026	2,333
Other	122,200	30,000	98,482
	<u>344,500</u>	<u>90,304</u>	<u>137,682</u>
<b>EXPENDITURE:</b>			
Compensation	\$ 1,869,900	\$ 615,284	\$ 556,254
Equipment/Building Maintenance	4,570,400	1,198,639	874,384
Non-instructional	421,500	102,209	85,716
	<u>6,861,800</u>	<u>1,916,132</u>	<u>1,516,354</u>
<b>CONTRIBUTION:</b>	<b>\$ (6,517,300)</b>	<b>\$ (1,825,828)</b>	<b>\$ (1,378,673)</b>

**THE LAMBTON COLLEGE OF APPLIED ARTS  
AND TECHNOLOGY**

**Analysis of Ancillary Operations**

For the period: April 1, 2023 - July 31, 2023

**Schedule 6**

	2023-24 <u>BUDGET</u>	2023-24 <u>Actual YTD</u>	2022-23 <u>Prior YTD</u>
<b>REVENUE:</b>			
Campus Shop	\$ 1,756,000	\$ 288,650	\$ 191,760
Parking	566,500	33,912	26,444
Residence	2,009,600	311,781	397,536
	<u>4,332,100</u>	<u>634,343</u>	<u>615,740</u>
<b>EXPENDITURE:</b>			
Campus Shop	\$ 1,659,100	\$ 318,714	\$ 243,362
Parking	562,600	33,678	39,762
Residence	1,549,700	294,432	400,663
	<u>3,771,400</u>	<u>646,824</u>	<u>683,786</u>
<b>CONTRIBUTION:</b>	<b>\$ 560,700</b>	<b>\$ (12,481)</b>	<b>\$ (68,046)</b>

**THE LAMBTON COLLEGE OF APPLIED ARTS  
AND TECHNOLOGY**

**Summary of Capital Reserves**

For the year ended March 31, 2024

Capital Reserves	Apr 1, 2023	Additions	Disbursements	Mar 31, 2024
<b>Campus Renewal:</b>	\$ 101,108,097	\$ 19,400,000	\$ -	\$ 120,508,097
West Entrance & Campus Shop	(10,281,000)	-	(3,300,000)	(13,581,000)
Bridge Entrance Addition Renovation	(3,157,514)	-	-	(3,157,514)
Renovation - Chemistry Labs	(3,173,418)	-	-	(3,173,418)
Renovation - Biology Labs	(1,732,013)	-	(475,000)	(2,207,013)
Landscape / Roadways	(9,469,174)	-	(985,000)	(10,454,174)
Facilities Projects	(3,667,887)	-	(7,830,000)	(11,497,887)
Computer Labs Renovation	-	-	(4,400,000)	(4,400,000)
Community Engagement	-	-	(600,000)	(600,000)
International and Services Realignment	(1,420,000)	-	(3,580,000)	(5,000,000)
Indigenous Outdoor Gathering Space	-	-	(7,438,700)	(7,438,700)
Outdoor Recreation Precinct	(29,000)	-	(450,000)	(479,000)
1437-1451 London Road	(1,668,865)	-	-	(1,668,865)
Health/Research/Athletics	(556,450)	340,300	-	(216,150)
SAC Long-term Receivable	(5,176,575)	266,800	-	(4,909,775)
<b>Campus Renewal Net</b>	<b>\$ 60,776,201</b>	<b>\$ 20,007,100</b>	<b>\$ (29,058,700)</b>	<b>\$ 51,724,601</b>
Parking	64,716	-	-	64,716
IT and Learning Infrastructure	7,062,039	-	(347,100)	6,714,939
Insurance Retention	1,500,000	-	-	1,500,000
Research (LMIC & BPRC) TACs	127,936	-	(50,000)	77,936
Fireschool Equipment Renewal	154,035	87,800	(95,700)	146,135
Athletic & Fitness Centre Renewal	125,000	21,000	-	146,000
<b>Total Capital Reserves</b>	<b>\$ 69,809,927</b>	<b>\$ 20,115,900</b>	<b>\$ (29,551,500)</b>	<b>\$ 60,374,327</b>

**THE LAMBTON COLLEGE OF APPLIED ARTS  
AND TECHNOLOGY**

**Summary of Grant/Fee Funded Capital Projects**

For the year ended March 31, 2024

		Grant Funding
Facilities Renewal Program	(FRP)	\$ 393,300
Campus Safety Program	(CSP)	107,100
Capital Equipment & Renewal Fund	(CERF)	196,900
Apprenticeship Capital Grant	(ACG)	198,200
Apprenticeship Capital Grant	(ACG Competitive)	325,000
IT Access Fee equipment	(IT Access Fee)	258,000
Research Funded Projects	(CFI, ORF)	150,000
<b>Total Grant Funded Capital Projects</b>		<b>\$ 1,628,500</b>

## PRESIDENT'S REPORT TO THE BOARD OF GOVERNORS

October 26, 2023

### RESEARCH & INNOVATION

- Lambton College has received its largest ever Mitacs umbrella grant and will use the funding to establish a platform to support businesses, not-for-profits, and organizations with circular economy-focused industry projects by connecting them with qualified student and graduate researchers. This is a two-year project in which the College will facilitate 100 internship units per year: 80 current Lambton College students and graduates, 10 from other Canadian colleges, and 10 post-doctoral researchers. The total project will be \$3M with \$1.5M from Mitacs and \$1.5M cash from project partners.
- The Long-Term Care Cooperative microcredential-based training model has successfully completed its first pilot of over 350 registrants in over 5,000 micro-credentials, with phases two and three initiated to include an additional 250 registrants from two organizations. Given the model's success, the College has partnered with the regional long-term care homes in the submission of two grant applications totaling over \$2M to fund the scaling up of the project to an additional 5,000+ registrants from across Ontario.
- With the recently granted Ontario Vehicle Innovation Network funding of \$480,000, R&I has developed and launched 50 new free eBits to promote public and youth engagement in science and technology, electronic vehicle, and mobility-related topics. The eBits are broken down to support youth learners from grades 5-12, and also provide resources to educators for supporting hands-on learning that is mapped to the Ontario student curriculum. Since the eBits' launch in August, R&I has delivered in person profiles and training to over 450 youth and educators and obtained over 250 registrations in the eBits from across Ontario.
- Under Corporate Training, the College has released a revamped Railway Conductor program that fully integrates Virtual Reality (VR) high fidelity games as a facilitated teaching tool, VR based soft skill development, experiential immersion room training, mobile app scheduling and quizzing, authentic field training partnership, safety training through the Fire Campus, and Equity, Diversity and Inclusion training as part of its curriculum. Through a partnership, the College has also developed a fellowship for Women in Rail to provide opportunity to an underrepresented population within the sector.
- On October 11, the Lambton College Canadian Extrusion Research Lab (CERL) was formally announced with a media event at the Western Sarnia-Lambton Research Park. CERL is supported by funding from the Canada Foundation for Innovation and Ontario Research Fund and will

expand opportunities for projects in the materials industries. CERL is expected to attract 40 new projects and create 40-50 paid research student positions.

- R&I performance from April to August 2023:
  - 200 projects
  - 161 students and 87 staff engaged
  - \$28.3M in funding applications. At this time, 10% of those proposals have been successful, 71% are pending and 19% have been rejected.

## OUR STUDENTS

- The College hosted Marketa Evans, the new CEO of Colleges Ontario, on June 26. The Executive Management Team (EMT) and members of the College Management Team (CMT) presented on the College's strategic goals and priorities. Marketa also had a meeting with the President and took a campus tour.
- On July 31, the College issued a Request for Proposals for the New Student Residence project.
- On August 8, the College hosted the Honourable Jill Dunlop, Minister, Colleges and Universities, Member of Provincial Parliament Bob Bailey, and members of their respective staffs for a tour that notably included overviews of the Indigenous Student Centre, research labs in the Centre of Excellence for Energy and Bio-Technologies, the School of Nursing, and the Cestar Group Athletics & Fitness Complex.
- EMT held its annual Leadership Retreat in Toronto from August 14-16 to overview each division's operational goals, objectives, and priorities for 2023-24 and to plan for future success and opportunities for growth.
- KPMG delivered their final report and executive findings from the Fire Campus Outdoor Learning and Infrastructure analysis to the project team at Lambton College as well as EMT. This report is the roadmap to the future of the Fire Campus within the School of Fire Science, Health, and Community Services.
- The Fall Term officially began on September 6. Lambton College has approximately 5,100 students this term.
- On July 13, the College announced the hiring of Aaron Klooster, Dean, Fire Science, Health, and Community Services. With this hiring, Lambton College's new School structure came into effect. This encompasses the School of Fire Science, Health, and Community Services, the School of Applied Science, Engineering Technology, and Trades, the School of Nursing, the School of Business, English, and Liberal Studies, and the School of International Education and Computer Studies.

- On September 19, the President spoke at a MySafeWork event hosted by the School of Engineering Technology, Applied Science and Trades. This event underscored the importance of workplace safety and featured Rob Ellis of MySafeWork, an organization dedicated to ending workplace fatalities, injuries, and harassment. The College was pleased to welcome a number of industry partners to this event.
- The President attended the Committee of Presidents Annual Retreat on September 25 and 26 in Niagara-on-the-Lake.
- On October 5, the President and Diana Forbes, Senior Director, Community Engagement, traveled to Queen's and Cestar Colleges. This included a visit with the Honourable Jill Dunlop, Minister, Colleges and Universities, at Cestar College.
- Lambton College has begun the process of developing its 2025-2030 Strategic Plan.

## OUR PEOPLE

- The College held Employee Appreciation Week from June 19-24. The week included giveaways, gatherings, and an outing in the community.
- Academic and Support Staff bargaining was completed in August. Agreement was reached to provide salary range increases of 3% in year one, 3% in year two, and 3.5% in year three of the Academic and Support Staff collective agreements. The College Employer Council and the Human Resources Steering Committee went on to approve the same increases for Management/Administrative staff. All increases are inclusive of the 1% previously provided. The College is in the process of issuing retroactive payments.
- Throughout the fall, EMT has been hosting new hire breakfasts and luncheons to connect with new or recently hired employees.

## OUR LOCAL AND GLOBAL COMMUNITY

- On June 9, the President and other members of CMT attended the Cestar Dock Groundbreaking Event to mark the \$4M donation made by the Cestar Group to the Sarnia-Lambton Oversized Load Corridor.
- On August 17, the President and Kurtis Gray, Associate Vice President, Student Success, attended the County of Lambton Warden's picnic.
- The President and Mehdi Sheikhzadeh, Vice President, Research & Innovation, attended a meeting with Member of Parliament Peter Fragiskatos to discuss the Canadian Bio-Cleantech Applied Research Network, a collaboration with Fanshawe, Mohawk and Loyalist Colleges that provides support to small and medium-sized enterprises.



- The President has hosted meetings with City Councillors Adam Kilner and Anne-Marie Gillis to discuss the College and its role in the community.
- Lambton College hosted the 2023 Canadian FireFit National and World Championships on its campus from September 13-17. This competition brought athletes from a number of countries to Sarnia-Lambton. The Lambton College FireFit team featured 21 student athletes, and Lambton College Alumni and employees also competed.
- The President made a well-received presentation to the Seaway Kiwanis Club on September 12, highlighting the College's role in the Sarnia-Lambton community.
- On September 29, Lambton College recognized the National Day for Truth and Reconciliation with its second annual college-wide event. The day featured a sunrise ceremony, drumming, speeches, a student leadership panel, and the screening of a documentary from Walpole Island First Nation filmmaker Derek Sands.
- Lambton College held its second annual Lions Night at Sting on October 4. The President dropped the puck in the ceremonial faceoff with a number of student leaders.

**Report From: T. Lee**

<input checked="" type="checkbox"/> For Action	<input checked="" type="checkbox"/> Board of Governors
<input type="checkbox"/> For Information	<input checked="" type="checkbox"/> Open Meeting
<input type="checkbox"/> Meeting Date	<u>October 26, 2023</u>
<input type="checkbox"/> Agenda Item No. #7	

**Subject: GOVERNANCE**

**Recommendation: That the Board of Governors approves the Governance Report and all decisions and motions therein, as presented.**

Signature on File  
Tania Lee, Chair

**Programs and Services Committee**

The Programs and Services Committee approved Program Advisory Committee appointments and heard presentations regarding Student Navigators and upcoming program proposals.

M. Vaughan **approval**

**Program Proposal**

Recommendation: That the Board of Governors approves the Programs and Services Committee recommendation to approve the Business – Human Resources and Business – Marketing program proposals.

**Triennial Report**

Recommendation: That the Board of Governors approves the Programs and Services Committee recommendation to approve Heating, Refrigeration & Air Condition Technician and Esthetician triennial reports.

**Nomination Committee**

T. Lee **approval**

**Internal Governors**

Elections took place on September 25<sup>th</sup> for a faculty governor representative as well as a student governor representative. Beth Ann Wiersma, Communications Professor was the successful faculty candidate. Gurpreet Singh, Advanced Manufacturing Management – Advanced Materials Processing student was the successful student candidate. The following motions were approved electronically formally appointing both to the Board:

That the Board of Governors appoints to the Board the elected academic representative, Beth Ann Wiersma to a term beginning September 26<sup>th</sup>, 2023 ending August 31<sup>st</sup>, 2025 .2023-35

That the Board of Governors appoints to the Board the elected Student Governor representative, Gurpreet Singh to a term beginning September 1<sup>st</sup>,



2023 ending August 31<sup>st</sup>, 2024. 2023-36

**External Governors**

With the resignation of Brian Lucas and the withdrawal of the LGIC candidate’s application advertising took place in the sectors of: Insurance, Real Estate, Business, Government & Professional Services and Petrochemical and Manufacturing. Applications were received and two candidates were interviewed. The successful candidates were Ryan Strauss, Strategic Venture Director, Corporate Innovation, NOVA Chemicals, and Tim Edgar, Branch Manager, TD Canada Trust.

**Recommendation:** That the Board of Governors appoints Ryan Strauss to the Lambton College Board of Governors for a three-year term ending August 31<sup>st</sup>, 2026.

**Recommendation:** That the Board of Governors approves the Nomination Committee recommendation to put forward Ted Edgar as the Lieutenant Governor in Council appointment candidate.

**Executive Committee**

The Executive Committee met on September 13<sup>th</sup> and October 19<sup>th</sup> and discussed and heard updates regarding enrolment, capital projects, the Foundation, International Education enrolment diversification, the Board Retreat, orientation and recruitment, and evaluation.

T. Lee information

**Board Committees and Program Advisory Committee Volunteers**

**Program Advisory Committee Volunteers:** Each Governor is asked to join two PAC committees. Please review the attached list with the highlighted vacancies and indicate to Lianne the Committees you like to join.

T. Lee information

**PAC Meeting Reports**

This is an opportunity Governors to share information regarding a Program Advisory Committee meeting attended.

T. Lee information

**BOARD OF GOVERNORS PAC ASSIGNMENTS  
2023-2024**

*School of Business, School of English and Liberal Studies  
School of Nursing  
School of Fire Science, Health, and Community Services  
School of Applied Science, Engineering Technology and Trades  
School of International Education and Computer Studies*

Each full-time program is Ministry mandated to have a Program Advisory Committee (PAC). Each PAC must meet two times a year. The College holds PAC meeting a semester. The Dean’s assistant will send you an email to invite you to a PAC meeting. Governors are not voting members.

At each Board meeting, there is an opportunity for Governors to provide the Board with a brief verbal report regarding the PAC meeting attended.

GOVERNOR	PROGRAM ADVISORY COMMITTEE	MEETINGS SCHEDULED TO DATE	
		Fall	Winter
Jane Mathews	Bachelor of Science Nursing (BScN) & Bachelor of Science Nursing – Lambton (BSNL)		
Tania Lee	Business		
VACANT	Child and Youth Care (CYCP)		
VACANT	Communicative Disorders Assistant (CDAS)		
VACANT	Community Integration Through Cooperative Education (CICE)		
Daniela Mancusi	Community Mental Health Multidisciplinary (CMHM)		
VACANT	Computer Programmer (CPRO) Internet Programming and Database Management (IPRC)		
Jason McMichael	Culinary Management (CULX) Canadian Culinary Operations (CCOS)		
VACANT	Cyber Infrastructure Specialist Cluster (CISC)		
VACANT	Developmental Service Worker DSWP/DDCP		
VACANT	Photography (PHTG) and Advanced Photography Production (APPS)		
Daniela Mancusi	Early Childhood Education (ECEP)		
VACANT	E-Learning Design and Training Development (ETIS) Advanced Teaching –E-Learning & Instructional Design (ATDS)		
VACANT	Esports Entrepreneurship and Administration (ESEA) and Esports Management (ESMS)		
VACANT	Esthetician Program (ESTH) and Medial Esthetics & Advanced Skin Care Therapies (MEAS)		

VACANT	Hairstylist (HSTY)		
VACANT	Tourism – Operations Management (TMAN) Hospitality Management (HMAN)		
VACANT	Office Administration		
Jane Mathews	Occupational Therapist & Physiotherapist Assistant (OPTA)		
Jane Mathews	Paramedic (PARA)		
VACANT	Pharmacy Technician Program (PHRM)		
Jason McMichael	Police Foundations (PFND) Border Services (PSIB) Protection, Security, and Investigation (PSI)		
Jane Mathews	Practical Nursing (PRAC) Personal Support Worker (PSWK) Interprofessional Practice-Gerontology (IPGS)		
VACANT	Advanced Project Management & Strategic Leadership (PMLS) Advanced Project Management – Environmental (PMES)		
Shawn Fowler	Social Service Worker (SSWK)		
Kelly Provost	Sports & Recreation Management (SRAM)		
Susan Ferguson	Therapeutic Recreation (TREX (accelerated)/TREC		
Tania Lee	Financial Planning and Wealth Management (FPWS)		
Shawn Fowler	PFET/FIRE/Industrial Fire <ul style="list-style-type: none"> <li>• Fire Science Technology (FIRE)</li> <li>• Pre-Service Firefighter Education &amp; Training (PFET)</li> <li>• Industrial Fire Training</li> </ul>		
VACANT	Financial Planning and Wealth Management (FPWS)		
VACANT	Information Technology Cluster (CPRO/CIAS/FSDS)		
Brian Lucas	CPET/PETC Cluster <ul style="list-style-type: none"> <li>• Chemical Production &amp; Power Engineering Technology (CPET)</li> <li>• Power Engineering Technology – Chemical (PET-C)</li> </ul>		
Dean Pearson	CLAB/CTEC/Applied Manufacturing / Related Graduate Certificate Cluster <ul style="list-style-type: none"> <li>• Chemical Lab Technician (CLAB)</li> <li>• Biomaterials and Chemical Lab Analysis (BCAS)</li> <li>• Cannabis, NHP, Biomaterials – AS (CNHP)</li> </ul>		
Dave Mitton	HVAC/RENT/CACT Cluster <ul style="list-style-type: none"> <li>• Construction Carpentry Techniques (CACT)</li> <li>• Renovation Technician (RENT)</li> <li>• Heating, Refrigeration and Air Conditioning Technician (HVAC) (new)</li> </ul>		
Dave Mitton	ELTC/PDCT/ICET Cluster <ul style="list-style-type: none"> <li>• Electrical Techniques (ELTC)</li> <li>• Instrumentation &amp; Control Engineering Technology (ICET)</li> <li>• Electrical Power Distribution &amp; Control Technician (PDCT)</li> </ul>		
Dave Park	EWSO <ul style="list-style-type: none"> <li>• Environmental Technician - Water &amp; Wastewater Systems Operations (EWSO)</li> </ul>		

	*Collaborative Program – PAC rotates with partners currently		
VACANT	Workplace Safety & Prevention (WSPP) <ul style="list-style-type: none"> <li>• Collaborative Program – PAC rotates with partners currently</li> </ul>		
Kelly Provost	QEMS/FSQS/AMMS Cluster <ul style="list-style-type: none"> <li>• Quality Engineering management (QEMS)</li> <li>• Food Safety and Quality Assurance Management (FSQS)</li> <li>• Applied Manufacturing Management (AMMS)</li> </ul>		
Mike Denomme	WELD/MTIM/APPD Cluster <ul style="list-style-type: none"> <li>• Millwright Mechanical Technician (MTIM)</li> <li>• Welding Techniques (WELD)</li> <li>• Process Piping Design (PPDS)</li> </ul>		
Mike Denomme	PTEC <ul style="list-style-type: none"> <li>• Pre-Technology/ Foundations of Technology (PTEC)</li> </ul>		