

AGENDA
Meeting of the Board of Governors
Southeast College
Weyburn Board Room
Wednesday, September 12, 2018

Meeting Evaluator: Sonja Dahlman

- 9:00 1. **Board In-Camera session (30 min)**
Motion: To move In-Camera
Motion: To move Out-Of-Camera
- 9:30 2. **Opening**
a) Call to Order
b) Attendance
c) Conflict of Interest
d) Approval of Agenda
e) Review of Minutes & Action Items (follow-up)
f) Chair Report
- 9:40 3. **Board Accountabilities**
i. Presidents Report
- 9:50 ii. Board Stewardship
a) 2017-18 Auditor Report (Rob Stephanson of Cogent)
b) Review of 2017-18 year-end Financials & Quarterly Budget and Enrollment report.
c) Adult Basic Education (ABE) update
d) University update
e) College Operational Report
f) 2017/18 STA Reconciliation, 2018/19 STA Budget update, Seat Utilization and Amendment
- iii. Governance Effectiveness
a) Regional College Task Force Updates
o SBO Committee – Back Office;
o HR Committee;
o SIS Committee; and
o Sector Planning – Programing.
b) Letter from Ministry of Advanced Education
re: Sexual Assault Policy
o Sexual Violence/Sexual Assault Policy
o Letter to Minister Beaudry-Mellor
re: Policy
c) Board Policy updates and review:
o G15 Board Equipment for the Board;
▪ Best Practices; and
▪ Computer life cycle
o G16 Board Member Remuneration, 1st reading;
o G17 Board Recruitment, 1st reading; and
o G18 Board Evaluation, 1st reading.
re: Board Committees

Governance Effectiveness Continued

- d) Board Sub Committees
 - o Letter from Ministry of Advanced Education
- e) Board Recruitment
 - o Letter to Minister Beaudry-Mellor
re: Board Member resignation
- f) Governance and Accountability Newsletter
- g) Annual Board Planning & Professional Development
 - o G14 Professional Development Policy and update.
- h) Board Attendance Chart 2015-18

iv. CEO & President Relationships

- a) Annual Expectations
- b) Annual Performance Review & Contract
- c) Expense Claims & Leave Reports for CEO – to be distributed at the Meeting

11:25 4. **Other**

- a) In the News - Media Report
- b) Letters from Cogent CPA
 - o Audit engagement Southeast College;
 - o Terms of engagement Foundation;
 - o Independence from the College and Foundation;
 - o Audit Service Plan for June 30, 2018; and
 - o Effective two-way communication for upcoming Audit.
- c) Letters from Ministry of Advanced Education
 - o Recent appointments of Jodie Hetherington and William Kaysaywaysemat;
 - o Recent re-appointments of Sonja Dahlman, Janice Giroux and Raymond Boutin;
 - o Thank you to Brenda Stevenson for exemplary service; and
 - o Business Plan approval.

5. **Meeting Evaluation**

Sonja Dahlman

6. **Next Meeting**

Wednesday, October 03, 2018 – Weyburn Campus

7. **Adjournment**

11:45 8. **Foundation meeting**

12:00 9. **Board Pictures**

1:00 10. **Lunch to follow at Browns Social House**