

Higher Education Quality Council

MINUTES BOARD MEETING BY CONFERENCE CALL April 23, 2015 3:00 pm – 3:45 pm

Present

Council Members:

Cindy Hazell, Interim Chair
Michael Hill
Denis Mayer

Absent:

Mark Stabile

Regrets:

Chris Monahan

Guests:

Fiona Foster, MTCU
Anne Scott, MTCU

President and Secretary to the Board:

Harvey P. Weingarten

Staff supporting the Council:

Diana Macri, Chief Administrative Officer
Susan Bloch-Nevitte, Executive Director, Communications
Fiona Deller, Executive Director, Policy and Partnership
Martin Hicks, Executive Director, Data & Statistics
Ellen Permato, Executive Assistant and Recording Secretary

1. Call to order

The interim chair called the meeting to order at 3:00 pm and established that a quorum of Council members was present. She welcomed Fiona Foster and Anne Scott who were attending the meeting on behalf of Chris Monahan who was in the budget “lock-up”.

2. Meeting Agenda

The agenda for the meeting was approved by all members.

3. Approval of Meeting Minutes**Motion:**

1. That the Board approve the Minutes of the Board meeting of February 24, 2015.
- 2.

Moved by Denis Mayer; seconded by Michael Hill.
April 2015/Motion 1

4.1 Interim Chair's update

The interim chair reported that she sent a follow-up letter to Minister Moridi about the outstanding vacancies on HEQCO's Board. According to the *Higher Education Quality Council of Ontario Act, 2005*, the Council should have 5 to 7 members.

She noted that the appointment term of the Ministry's representative to the Board, Chris Monahan, will end in May 2015.

4.2 President's update

H. Weingarten reported two current major undertakings:

1. HEQCO has been contacted by the New Brunswick's Ministry of Post-Secondary Education, Training and Labour to assist in its plans to address postsecondary challenges. This is a good opportunity for HEQCO to fulfil its strategic plan of knowledge mobilization, putting research into action
2. The president will make a presentation in May on Ontario's funding formula as requested by the group leading the province's funding formula review.

5.1 Draft 4th Quarter 2014-15 Financial Statement**Motion:**

1. That the Board approve in principle the draft 4th quarter 2014-15 financial statement subject to approval of the final statement by the audit committee.

Moved by Michael Hill, seconded by Denis Mayer.
April 2015/Motion 2

6.1 Board Work Plan 2015-16

The chief administrative officer explained that the work plan is flexible to meet submission dates set by the Ministry. She noted that the external auditors will attend the May meeting. The only outstanding item for the external audit is a formal letter confirming HEQCO's budget allocation for FY 2015-16.

The interim chair requested the staff to prepare for the Board's information a brief overview of projects over \$100,000. She reminded members that the Board is obliged to hold six (6) meetings within a fiscal year. All meetings will be held in person at HEQCO's offices unless stated otherwise (e.g. by teleconference), from 12:00 pm to 4:00 pm except in November which will be a full-day meeting.

6.2 Revised Certificate of Officers and Directors

Motion:

1. That the Board approve the revised Certificate of Officers and Directors to add Denis Mayer.

Moved by Michael Hill; seconded by Denis Mayer.
April 2015/Motion 3

7. Executive Session (In camera. Board members only.)

8. Adjournment

The meeting adjourned at 3:45 p.m.