**HIGHER EDUCATION QUALITY COUNCIL OF ONTARIO**

**MINUTES**

**BOARD MEETING**

**September 22, 2016**

**12 pm – 1:40 pm**

**Council Members present:**

**In person**

Mayer, Denis

**By phone**

Summerlee, Alastair, Chair

Hazell, Cindy

Hill, Michael

**Guest: (By phone)**

Carter-Whitney, David, 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

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 12 pm and established that a quorum of Council members was present.He called on David Carter-Whitney to do the Ministry update. |
| **2.** | **Ministry of Advanced Education and Skills Development (MAESD) update**David Carter-Whitney thanked the Council for submitting the Risk Assessment Report 2016-17 on time. He also reported that HEQCO’s Annual Report 2015-16 has been brought to the Legislature to be tabled. Regarding the appointment of new Board members, the Ministry has identified the candidates and is preparing to put their names forward for consideration. Highlights of his report:* Funding Formula review
* Learning Outcomes
* Tuition Framework
* The newly created Highly Skilled Workforce division headed by Erin McGinn, Assistant Deputy Minister
* Ontario Student Assistance Program (OSAP)
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| **3.** | **Approval of meeting agenda** Approved unanimously. |
| **4.** | **Minutes of the meeting of June 22, 2016****Motion:**1. That the Board approve the minutes of Board meeting of June 22, 2016.

Moved by Cindy Hazell, seconded by Denis Mayer.Passed unanimously.September 2016/Motion 1 |
| **5.1** | **Chair’s update*** The appointment to the Board of Leslie Church has been revoked due to perceived conflict of interest.
* The office lease, which expires on May 2017, has been renewed until August 2020. However, in August 2020 all tenants must vacate the building because of plans for redevelopment.
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| **5.2** | **President’s update**A comprehensive new research plan incorporated into the Business Plan will be presented at the next Board meeting. To give more time to staff to prepare this, he recommended that the November meeting be moved to December. Board members will be canvassed for a new date. Participating colleges have started HEQCO’s *Essential Adult Skills Inventory* (EASI) project, a test measuring literacy, numeracy and problem solving. Universities will start the pilot project in Fall 2017.HEQCO has several projects in close collaboration with the Ministry:* Sustainability: A conceptual paper was released in July. Collecting data from universities is complete. Amy Kaufmann, who is seconded from Humber College, is working to access college data.
* Net tuition: Evaluating the changes in OSAP.
* Work integrated learning: Identifying critical skills and appraising the student experience.

HEQCO’s 7th annual conference, *Rethinking access:  When non-traditional is the new normal,* will be held on April 19-20, 2017. The two-day event will examine the systems, programs and strategies that lead to greater postsecondary participation, retention and attainment.  Senior staff from Minister Matthews’ office will be meeting with HEQCO’s research executives for a “get to know us better” session. A delegation from the government of Quebec may be visiting to explore the possibility of setting up an agency similar to HEQCO.Staffing update:* HEQCO has hired 5 new researchers to fill vacant positions.
* Amy Kaufman, as mentioned above, is on secondment from Humber College.
* Martin Hicks, who was on secondment from the Ministry, is now officially a HEQCO employee.
* Alan Harrison, ex-Provost of Queen’s University, has been appointed a HEQCO Fellow.
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| **6.1** | **Risk Assessment Report 2016-17**Board members discussed Ministry comments and agreed on changes to be made to the document. When the revisions have been made, the CAO will send them a revised version.Members also agreed that HEQCO’s strategic directions will be reflected in its rolling three-year business and research plan. **Motion:**1. That the Board, after a final review of the revised document incorporating changes agreed upon at the meeting, approve the Risk Assessment Report 2016- for submission to the Ministry of Advanced Education and Skills Development.

Moved by Michael Hill; seconded by Denis Mayer.Passed unanimously.September 2016/Motion 2 |
| **7.1** | **1st quarter 2016-17 financial statement****Motion:**1. That the Board approve the 1st quarter 2016-17 financial statement for submission to the Minister.

Moved by Michael Hill; seconded by Denis Mayer.Passed unanimously.September 2016/Motion 3 |
| **8.** | **Executive Session (Board members only).** |
| **9.** |

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| **Adjournment** There being no further business, the meeting was adjourned at 1:40 pm. |

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