

College of Kinesiologists of Ontario Executive Committee Meeting Summary	
Date/Time of Meeting	Monday, November 21, 2022 5 – 7:00 p.m. – Zoom Meeting
Chair	Jennifer Pereira
Timekeeper	Jennifer Pereira
Notetaker	Colleen Foster
Present	Jennifer Pereira (JP), Victoria Nicholson (VN), Chad McCleave (CM) Ben Matthie (BM), and Susan Garfat (SG)
Regrets	None
Staff in Attendance	Nancy Leris (NL) Brian Fehst (BF) and Colleen Foster (CF)
Conflict of Interest Declaration	None
Adoption of Agenda	Upon a motion duly made by VN and seconded by CM, the circulated agenda was approved.
Approval of Minutes February 28th, 2022, and September 15th 2022	Upon a motion duly made by VN and seconded by BM, the February 28 th , 2022, meeting minutes were approved. Carried Upon a motion duly made by VN and seconded by BM, the September 15 th , 2022, meeting minutes were approved. Carried
Governance and Nominations Committee Terms of Reference	The document was brought back to the committee following the February 28 meeting because an action item was not met. As a result, the Executive committee was required to review the document again before it could be brought forward to the December Council meeting. Upon a motion duly made by CM and seconded by SG, the Governance and Nominations Committee Terms of Reference was recommended to be brought to the December 5, 2022 Council meeting. Carried
Governance and Nominations Committee External Member Selection Policy	Upon a motion duly made by BM and seconded by VN, the amended Governance and Nominations Committee External Member Selection Policy was recommended to be brought to the December 5 th , 2022, council meeting. Carried
Mentorship and Succession Planning Policy	As a requirement set out in the College performance measurement framework (CPMF), the policy was developed to assist new committee chair and vice chair members within their new roles. New members will be mentored during the first three years of their appointments. Upon a motion duly made by BM and seconded by VN, the Mentorship and Succession Planning Policy is to be brought to the December 5 council for review. Carried

<p>Essential Competencies Project - Steering Committee:</p>	<p>The College's Kinesiology Core Competency Profile has not been reviewed since the College's inception. The Profile was initially approved at the January 2012 Council meeting.</p> <p>In June 2022, the Council approved the appointment of Meazure Learning to conduct a comprehensive review of the competency profile. The project will rely on the participation of Subject Matter Experts (SMEs). A Steering committee must be created to define and update the core competency profile, provide project governance and oversee the recruitment of SMEs.</p> <p>The College and Meazure Learning both provided recommendations on the composition of the Steering Committee.</p> <p>Upon a motion duly made by SG and seconded by BM, the Essential Competencies Project – Steering Committee was recommended to Council for approval at the December 5 Council meeting. Carried</p>
<p>Strategic Planning Steering Committee</p>	<p>NL informed committee members that the College is preparing for a new three-year cycle for the College's Strategic Plan. Committee members were provided an RFP and Strategic Planning proposal which would be brought to the December 5th Council.</p> <p>The Steering committee will be composed of three council members, supported by the Registrar, or designate, with at least one public Council member. The Steering committee will work alongside the Registrar to manage the planning process, to ensure a productive workshop is developed.</p> <p>Upon a motion duly made by CM and seconded by SG, the Strategic Planning Steering Committee is to be brought to the December 5 Council meeting. Carried</p>
<p>Revised Committee Slate</p>	<p>Upon a motion duly made by VN and seconded by BM, the Revised Committee Slate was reviewed, accepted and recommended to Council for approval. Carried</p>
<p>Action Items</p>	<ul style="list-style-type: none"> - The College's insurance broker to provide a summary of the College's policy and give a general review of the policy during the council meeting along with the annual audit. - In the Committee External Member Selection Policy, the list of potential stakeholders could be written in the guidelines instead of the policy.
<p>Adjournment</p>	<p>CM moved that the meeting be terminated at 6:58 pm.</p>