



Career Colleges Ontario

Annual Report

2014 — 2015

Small
Class
Sizes



Quality
Education

5

0

0

0

Programs
of
Study

Flexible
Schedules



Continuous
Intakes



Student
Success



8:1
Student-
Instructor
Ratio

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**Career Colleges Ontario
Board of Directors
2014 — 2015**

Executive Committee

George Hood, <i>Board Chair</i>	Herzing College
John Nelson, <i>Vice-Board Chair</i>	Canadian Business College
Craig Donaldson, <i>Treasurer</i>	triOS College Business Technology Healthcare
Adriana Costenaro, <i>Executive Committee Member</i>	Bryan College of Applied Health & Business Sciences Inc.

Directors

Joe Gagliardi	CDI College of Business, Technology & Healthcare
Frank Gerencser	triOS College Business Technology Healthcare
Tim Heggie	triOS College Business Technology Healthcare
Greg Nichol	RCC Institute of Technology
J.P. Roszell	LaunchLife International Inc.
Adrian Sharma	Cestar College of Business, Health & Technology
Luisa Tanzi	Trebas Institute
Carmen Valero	Canadian College of Educators

**Career Colleges Ontario
List of Board Committees
2014 — 2015**

Awareness Committee

Chair: Adriana Costenaro
Members: George Hood, J.P. Roszell, Carmen Valero, Terry Miosi, Heather Yang, Florence Glickman
CCO Staff: Paul Kitchin, Sharon Maloney

Budget Committee

Chair: Craig Donaldson
Members: Luisa Tanzi, Don Thibert
CCO Staff: Paul Kitchin, Sharon Maloney, Lorna Mills

CEO Selection Committee

Chair: John Nelson
Members: Adriana Costenaro, Tim Heggie, Don Thibert, George Hood, J.P. Roszell
CCO Staff: Paul Kitchin

Conference Committee

Chair: Luisa Tanzi
Members: Adriana Costenaro, Larissa Voytek
Staff: April Chato, Lorna Mills, Stefany Snedden

Governance & Bylaws Committee

Chair: Carmen Valero
Members: Heather Yang, Giancarlo Ongaro
CCO Staff: Paul Kitchin

International Student Program Committee

Chair: Carmen Valero
Members: Adrian Sharma, Frank Gerencser, Joe Gagliardi, Sapna Thakur, Heather Yang, Nico Banfield, Al Santos
CCO Staff: Paul Kitchin, Sharon Maloney

Membership Committee

Chair: Joe Gagliardi
Members: Adrian Sharma, Luisa Tanzi, Jennifer Jones, J.P. Roszell, Cheryl Russell-Julien
CCO Staff: Paul Kitchin, Sharon Maloney, Dena Stuart

OQF/Accreditation/Trades & Apprenticeship Sub-Committee of Membership Committee

Chair: Carmen Valero
Members: Joe Gagliardi, Heather Yang, Cheryl Russell-Julien, Emidio D'Alfonso, Ryan Alary, Robert Simas
Staff: Paul Kitchin, Sharon Maloney

NACC Board Representatives

Members: George Hood, Frank Gerencser

Nominations Committee

Chair: Frank Gerencser
Members: Adrian Sharma, Cheryl Russell-Julien, Carol Bruni
CCO Staff: Paul Kitchin, Sharon Maloney

OSAP/Distance Education Committee

Chair: Greg Nichol
Members: Craig Donaldson, Joe Gagliardi, Heather Yang, Nico Banfield, Florence Glickman, Catherine DeMelis
CCO Staff: Lorna Mills

PCC Act & Regulations Committee

Chair: John Nelson
Members: Carol Bruni, Craig Donaldson, Heather Yang, Nico Banfield, Brenda Bator
CCO Staff: Paul Kitchin

Student Outcomes & KPI Committee

Chair: Tim Heggie
Members: Don Thibert, Larissa Voytek, Janet Williamson, Heather Yang, Jason Campbell, Al Santos
CCO Staff: Paul Kitchin

Third Party Funding Committee

Chair: Frank Gerencser
Members: Joe Gagliardi, Jennifer Jones, Michael Bateman, Heather Yang, J.P. Roszell, Shawn McGowan
CCO Staff: April Chato

Career Colleges Ontario Annual General Meeting Agenda June 25, 2015 3:00pm - 5:00pm

Agenda

3:00	Call to Order Confirmation of quorum Approval of agenda Motion required: to approve the agenda Self-introduction of attendees Adoption of minutes Motion required: to adopt the minutes of the 2014 AGM
3:20	Introduction of Candidates for Election
3:35	Election of Directors Motions required: for further nominations to close nominations
3:50	Board Chair Remarks
4:00	CEO Remarks
4:25	Financial report Motions required: to approve the audited statements for the 2013 - 2014 fiscal year to approve the audited statements for the 2014 - 2015 fiscal year to approve the proposed budget for the 2015 - 2016 fiscal year to approve the proposed membership fee schedule for the 2015 - 2016 membership year to appoint the auditor for the 2015 - 2016 fiscal year
4:50	Election Results Motion required: to destroy the ballots
4:55	Ratification of Actions of the 2014 - 2015 Board of Directors Motion required: to ratify the actions of the Board of Directors
5:00	Adjournment Motion required: to adjourn the 2015 AGM

**Minutes of the CCO May 7, 2014
Annual General Meeting
Held at the Ottawa Marriott Hotel, Ottawa, Ontario**

Voting Members

Nina Andrejic	Career College Group - Medix College & North American Trade Schools
Rima Aristocrat	Willis College of Business, Technology, Healthcare
Miajan Aryan	Canadian All Care College
Stephen Bartolini	Kingston Learning Centre
Michael Bateman	Grade Learning Centres
Mohammad Baten	ABM College of Health & Technology
Mary Bejemil	Cornerstone College of Health and Business
Laleh Bighash	Academy of Applied Pharmaceutical Sciences (AAPS)
Lucy Cabico	CTS Canadian Career College
Amanda Casinha-Ginther	Canadian Beauty College
Jaidev Chakravarty	Oxford College of Arts, Business & Technology
Adriana Costenaro	Bryan College of Applied Health and Business Sciences Inc.
Sheni Fazal	Academy of Learning
Frank Gerencser	triOS College Business Technology Healthcare
Janine Grandwilewski	Grand Health Academy
Karen Harris	Career College Group - Medix College & North American Trade Schools
Tim Heggie	Everest College of Business, Technology & Health Care
George Hood	Herzing College
Annie John	RCC Institute of Technology
Jennifer Jones	Joy of Dance
Bryan Merkely	Academy of Learning/Cornwall Career College
Curt Moeller	Anderson College
John Nelson	Canadian Business College
Pravin Patel	CCCITM
Melissa Petrucci	Canadian Beauty College
Patricia Pouget	Great Lakes Technical Training
J.P. Roszell	Academy of Learning
Al Santos	CTS Canadian Career College
Joe Shokour	IBT College
Darryl Simsovic	Trillium College
Des Soye	Algonquin Careers Academy
Cynthia Sunny	Evergreen College
Luisa Tanzi	Trebas College
Mike Teglas	Academy of Learning, Kingston
Thesa Theiventhiran	Citi College
Dean Tremain	CDI College
Carmen Valero	Canadian College of Educators
Larissa Voytek	Ontario Dental Education Institute
Janet Williamson	Stanford International College

Guests

Ashley Avila	Metro College of Technology
Mohammad Azharuddin	Oxford College of Arts, Business & Tech
Nico Banfield	Academy of Learning
Chris Bayless	Willis College of Business, Technology, Healthcare
Stuart Bentley	triOS College Business Technology Healthcare
Carol Bruni	Regulatory Matters
Serge Buy	NACC
Jason Campbell	Academy of Learning
Amanda Carvalho	CTS Canadian Career College
Wendy Churchill	triOS College Business Technology Healthcare
Emidio D'Alfonso	Pre-Apprenticeship Training Institute
Jill Desjardins	C/J Healthcare College
Craig Donaldson	triOS College Business Technology Healthcare
Kathy Edge	triOS College Business Technology Healthcare
Joe Gagliardi	CDI College
Matthew Harrington	National Academy of Health and Business
Jaimie Hartling	Trillium College
Wazeer Jalal	Oxford College of Arts, Business & Tech
Paul Kitchin	Career Colleges Ontario
Mike Lacroix	Everest College of Business, Technology & Health Care
David Leonard	Trebas Institute
Dave McCarroll	
Lorna Mills	Career Colleges Ontario
Terry Miosi	
Greg Nichol	RCC Institute of Technology
John Nunziata	Trillium College
Jason Portugues	CTS Canadian Career College
Ann Robinson	Arc Advantage
Cheryl Russell-Julien	Hands On Practical
Abigail Santos	Ontario Dental Education Institute
Paula Schneer	RCC Institute of Technology
Samia Sourchi	Everest College of Business, Technology & Health Care
Don Thibert	Don Thibert and Associates

Call to Order

Dean Tremain, Board Chair called the 41st Annual General Meeting to order at 3:13 p.m. He welcomed all members in attendance to the meeting and asked all voting members to hold up their voting paddles in order that they could be counted to establish quorum. The count noted that there were 39 voting members in the room which exceeded the requirement in the Bylaw that at least 15% or 25 members be present.

Conflict of Interest

Dean Tremain asked if there was anyone in the room who wished to declare a Conflict of Interest. There were no conflicts declared.

Approval of Agenda

It was moved by Michael Bateman, seconded by Craig Donaldson and carried that the agenda be approved as circulated.

Dean then asked each person in the room to stand and give their name and school for roll call.

Adoption of Minutes

Dean noted that the AGM Minutes from May 30, 2013 were previously circulated and asked for any errors or omissions. There were none.

It was moved by Frank Gerencser, seconded by Tim Heggie and carried that the Minutes of the AGM of May 30, 2013 be adopted as circulated.

Election of the Board of Directors (2 year positions)

Dean Tremain asked candidates Joe Gagliardi, Tim Heggie, John Nelson, Greg Nichol, Carmen Valero, Lucy Cabico, John Nunziata, and J.P. Roszell to speak to the membership for one minute about their candidacy. In his absence Frank Gerencser read a one minute statement from candidate Adrian Sharma about his candidacy. Dean Tremain then explained that candidate Mark Harrington was unable to attend the meeting and candidate Heather Yang had withdrawn her name.

Dean informed the members that there were biographies for each of the candidates in their AGM package, and noted that the CCO bylaws allow for further nominations from the floor.

It was moved by Stephen Bartolini, seconded by Darryl Simsovic and carried to open the floor for nominations.

Dean Tremain called three times for nominations from the floor and there were none.

It was moved by Frank Gerencser, seconded by George Hood and carried that the nominations be closed.

It was moved by Carmen Valero, seconded by Adriana Costenaro and carried that Dave McCarroll and Don Thibert be appointed as scrutineers for the election of Directors.

Dean Tremain instructed the voting delegates to mark up to 8 names on their ballots and submit them to the scrutineers.

Activity Report

Dean Tremain directed the members to the CCO Annual Report Booklet to find his report and the report of the Executive Director, Paul Kitchin.

Paul Kitchin then made a presentation on activities and accomplishments in 2013/2014 by touching briefly on some of the highlights of his report and encouraged members to read

the full report to get additional details. His presentation focused on the re-branding of CCO, student funding programs, legislation/regulation/operational policies, political outreach, outreach to counsellors, and membership services.

Financial Report

Craig Donaldson, Treasurer reported on the Audited Financial Statements at March 31, 2013. He noted that there was no material change to the audited statements from the unaudited statements that were presented at the May 30, 2013 AGM.

Craig reported that the association operated at a deficit of approximately \$105,000 which was less than the budgeted deficit for that year.

Craig asked for a motion to accept the audited statements at March 31, 2013.

It was moved by Carmen Valero, seconded by Adriana Costenaro and carried to accept the CCO audited financial statements at March 31, 2013.

Unaudited Financial Statements

Craig Donaldson referred to the unaudited statements for the 2013/2014 fiscal year that included year-to-date statements to February 28, 2014 and projected actuals to March 31, 2014. Craig noted that it was projected that there would be a surplus of approximately \$70,000 at year-end, due mainly to not being able to hire a CEO and to processing a higher than anticipated volume of OSAP applications.

Craig noted that the expense item for NACC membership fees was projected to be approximately \$7,000 over budget due to an unanticipated increase in NACC membership fees that took effect as of January 1, 2014.

Proposed 2014/2015 Budget

Craig Donaldson referred the membership to the proposed budget for 2014/2015 and noted that the board of Directors had proposed a budget with a surplus of approximately \$46,000.

Craig noted that the budget was based on increasing each membership fee category on the membership fee schedule by \$100 in order to help offset the increase in NACC membership fees.

Craig also noted that the proposed budget allowed \$70,000 in salary plus payroll deductions and benefits for the addition of a senior staff person who could strengthen the voice and capacity of the association, and over time move into the role of CEO.

Craig Donaldson asked for questions and/or comments.

There was a question asking if there was a fundamental need for a CEO now, and if passing the proposed budget as is, would handcuff the board from hiring a CEO, if required. Craig responded that it was the Board of Director's position that there was an immediate need to recruit resources to strengthen capacity that would not need to be at the CEO level at this time. Craig also confirmed that passing the proposed budget would give the new Board the mandate to work within that budget which would not allow for the hiring of a CEO.

There was a question about how long it would take to train and ramp up a new senior staff person to a CEO level.

It was noted that the Executive Director who had a great deal of experience and knowledge to share with a new senior staff person would be in a position to retire within a couple of years.

It was noted that there had been a number of positives for the association in recent years.

It was noted that the decision by the Board of Directors to move in the proposed direction had not been unanimous and that it was likely that the staffing requirements would be re-visited in the next couple of years.

It was noted that some of the barriers to finding a CEO had been lack of experience in the sector, and funding. The proposed approach would allow for a new staff person to learn from the knowledge and experience of the Executive Director in a cost effective manner.

It was noted that the \$70,000 projected surplus from 2013/2014 help to build the association's reserves. That currently totaled more than \$300,000, although part of those funds would need to be used for operations until the association began receiving the membership renewal fees in the fall.

It was suggested that all member colleges pay an additional \$50 more in fees to help fund the CEO position.

It was suggested that the association could combine the \$70,000 in the budget and the proposed \$46,000 surplus for the 2014/2015 year in order to have more funds available for a CEO.

Craig Donaldson thanked the members for the comments and suggestions and indicated that he would be asking for a motion to approve or amend the proposed budget for 2014/2015.

It was moved by Frank Gerencser seconded by Mohammed Baten and carried that the Board of Directors be given the authority to increase the membership fees by an additional \$100 per campus location, over and above the \$100 increase per member institution already included in the proposed budget in order to allow for the possible hiring of a CEO, with the understanding that if a CEO is not hired by the 2015 AGM, the additional \$100 fee per campus location will be refunded to the members.

It was then moved by Carmen Valero, seconded by Darryl Simsovic, and carried to amend the proposed budget by increasing membership fee revenue by \$13,000 to reflect the \$100 membership fee increase per campus location and increasing salary expense by \$59,000 in order to eliminate the proposed surplus to achieve a balanced budget; and approve the proposed budget as amended by this motion.

It was then moved by Michael Bateman, seconded by John Nelson and carried that the unaudited statements for the 11-month period ended February 28 and the projections as at March 31, 2014 be approved as presented.

Election Results

Dean Tremain thanked all who ran for positions as Directors and announced that the following people had been elected: Joe Gagliardi, Mark Harrington, Tim Heggie, John Nelson, Greg Nichol, Carmen Valero, J.P. Roszell, Adrian Sharma.

Dean Tremain then thanked Michael Bateman and Emidio D'Alfonso for their service on the Board of Directors.

Dean Tremain announced that the new Board of Directors for the 2014/2015 year would be meeting in the Albert Room at 5:00 p.m.

It was moved by Tim Heggie, seconded by George Hood and carried that the ballots be destroyed.

It was moved by Janet Williamson, seconded by Michael Teglas and carried that the actions of the 2013/2014 board of Directors be ratified.

It was moved by George Hood, seconded by Sheni Fazal and carried that Dave McCarroll be appointed as the auditor. It was moved by Nina Andrejic, seconded by Tim Heggie and carried that the meeting be adjourned at 4:45 p.m.

Board Chair's Report



Change can be challenging but it can also present opportunity. I have enjoyed serving as CCO board chair during an event filled term, further building the foundation of your association to overcome some of the challenges facing our sector and enhancing opportunities for our students and graduates.

My main objectives serving as board chair were to provide inclusive leadership, hear various points of view and deliver consensus from board members on the many issues that were researched and discussed by the board. I am pleased to report that the vast majority of board votes were unanimous, allowing many important motions to be passed which resulted

in the more efficient use of board members' time and resources.

Reducing the excessive regulatory burden that negatively impacts our colleges and students was another main objective on which we continue to work. Several key meetings are underway with this important goal on the agenda. Our colleges are most effective when we can adapt quickly to meet market demand. It is our students that suffer when we are forced through regulation to impose such a structured and rigid learning environment. Do public institutions conduct a role call as often as we are mandated to take attendance? If a legal instructor takes the class on a field trip to a court house are we non-compliant because it is not part of the curriculum? Will our inspector write us up for this and assign a compliance monitor to our college? Will it go further with fines, penalties and de-registration? How does this type of enforcement result in positive outcomes for mature students? We must work harder at reversing these rules, how they are interpreted and implemented. Trust, common sense and logic are required and our students deserve nothing less.

After an extensive executive search Sharon Maloney was hired as CEO. Sharon has already made great progress in conducting a SWOT analysis, attending various Ministry related functions and developing a strategic plan for CCO.

I had the honour of announcing the launch of the Canada – Ontario Job Grant along with Minister Moridi and Minister Jason Kenney.

CCO board members and executives attended several meetings with senior Ministry staff over the past year including MTCU Superintendent and staff, ADM David Carter-Whitney and Minister Moridi and staff.

Several political events were also attended including receptions for Minister Moridi, PC Party Critic Garfield Dunlop, and NDP Critic Peggy Sattler as well as the Liberal Party Heritage Dinner.

Our media and membership communication continues to see improvement with Tuesday Tips, the Voice newsletter, member notices and marketing collateral.

The closure of Everest College has kept the CCO office very busy over the past 4 months, communicating with MTCU, conducting media interviews, handling enquiries from students and CCO members, issuing communications to CCO members, assisting Everest College staff and storing/issuing student transcripts. I want to acknowledge the thousands of displaced students that were negatively affected by the sudden closure of Everest. We are committed to working with MTCU to ensure that train outs in the future will occur in a timely, efficient manner with greater participation from the sector, allowing students to resume their studies as soon as possible.

I would like to thank the directors who attended board meetings, sector functions and devoted many voluntary hours in a effort to improve the Ontario PCC sector. I want to acknowledge and thank the board advisors, Dr. Terry Miosi, Don Thibert, Carol Bruni and Cheryl Russell-Julien for sharing their extensive knowledge in advising the board on many issues. I would also like to thank Paul Kitchin and Lorna Mills for all their important contributions and their continued efforts to represent our member colleges with high ethical standards. I want to acknowledge the staff and all the work that occurs at the CCO office including effective membership communications, transcript storage and issuance through STEPS and the processing of OSAP applications by the Financial Aid Office. I would also like to wish Sharon Maloney, who is off to a great start, the very best in her new position as CEO.

With your membership and ongoing support we can keep our association strong and make a significant difference for our colleges and students.

Sincerely,

George Hood

Chief Executive Officer's Report



I am excited about joining Career Colleges Ontario as your inaugural CEO and working with all of you to tell the great story of Ontario's career colleges.

As you know, I had only been with CCO for a couple of weeks when the Everest closure occurred.

I knew very little about the sector at that time, and even less about the process called "Training Completion."

I do not believe I would have made it through those first couple of months without being able to rely on the expertise of CCO's staff and Board. I would particularly like to thank Paul

Kitchin, who was a constant source of information about our sector and the myriad of issues it faces.

While it was a steep learning curve, I think it gave me a great opportunity to observe first-hand the challenges our sector faces and to meet with the Ministry, the Minister and his officials to discuss substantive issues.

Those observations, together with the many conversations that I have had with CCO members and non-members, have formed part of the Strengths, Weaknesses, Opportunities and Threats (SWOT) Analysis that I have conducted over the past few months.

That process will inform the development and execution of a Strategic Plan for CCO. I believe that a strong foundation has already been laid for CCO, but there are some key areas that I would like to enhance.

These include:

- i) addressing a systemic bias in government and in the public that perceives the career college sector as inferior;
- ii) persuading MTCU to view career colleges as partners in informing and educating the sector about best practices;
- iii) working with MTCU to modernize the Private Career Colleges Act to make it more flexible and responsive to the program demands of career colleges and their students;
- iv) enhancing the perceived professionalism of our association and the career college sector;
- v) identifying opportunities for self-regulation in the sector;
- vi) adding value to the CCO membership proposition;
- vii) streamlining CCO's committee structure; and
- viii) branding CCO's communications and profile.

While I think our association and sector is strong and has achieved much, it would be disingenuous for me to say that we do not face challenges.

The closure of Everest has hurt its students, instructors, our sector and the Ministry.

I am sure that many of you are still experiencing negative repercussions because of its closure, and it will take time for the sector's credibility to be restored.

However, career colleges serve an important purpose in the post-secondary educational sector. As pointed out in our report, "Strengthening Ontario's Centres of Creativity, Innovation and Knowledge," fostering innovation within career colleges is a critical component of Ontario's economic and social prosperity.

We must open doors for students, not close them. The current hierarchical attitude that sees universities as being superior and career colleges as inferior ignores the needs of students and the realities of today's marketplace.

Global competitiveness demands that all learners be able to access the education and training that best suits their personal objectives and those of the marketplace. Experts from the Economist to the Canadian Council of Chief Executives have urged decision makers to invest more in applied education and to embrace economic challenges in a multifaceted educational manner.

Students are entitled to a holistic approach to education, which allows them to move through the post-secondary education system without having artificial barriers put in front of them that ignore educational outcomes or force students to duplicate their studies.

We do not have time for that.

I look forward to meeting many of you and working to tell our story.

Sincerely,

Sharon Maloney, LL.B

Executive Director's Report



June 25, 2015

To: Membership of Career Colleges Ontario

From: Paul Kitchin, Executive Director

1. CCO OPERATIONS

1.1 CEO Search

The CEO Selection Committee engaged the services of First Executive Search, a division of Mandrake, to lead a successful and effective search process that resulted in the hiring of Ms. Sharon Maloney, LL.B as CCO's Chief Executive Officer

effective as of January 26, 2015.

1.2 Member Workshops

During the 2014/2015 Board year, CCO organized a series of well-attended workshops for CCO members as follows:

- Canada Anti-Spam Legislation (CASL) in Etobicoke on June 12, 2014
- KPI/OSAP in downtown Toronto on August 14, 2014
- Accessibility for Ontarians with Disabilities Act near Toronto airport on September 16, 2014
- ISP (International Student Program) near Toronto airport on January 22, 2015
- Membership Update in Ottawa on January 26, 2015

1.3 High School Outreach

For the third consecutive year, CCO was a Platinum sponsor and exhibitor at the OSCA (Ontario School Counsellors Association) conference held in Toronto in November of 2014. CCO was pleased to be able to include students from several member colleges at its booth in order to provide a hands-on demonstration of the types of skills they were learning in their programs of study. CCO's Executive Director Paul Kitchin also presented in one of the conference workshops.

CCO arranged for 22 member career colleges to participate in a post-secondary education fair at BMTM Catholic Secondary School in Toronto on October 6, 2014. CCO also arranged for 16 member colleges to participate in a career fair at St. Marcellinus Secondary School in Mississauga on February 12, 2015.

1.4 Financial Aid Office (FAO)

The Ministry conducted an inspection of the FAO from April 21 – 23, 2015 and found the FAO to be in high compliance.

1.5 Student Transcripts

In May of 2015, CCO came to an agreement with the Ministry of Training, Colleges and Universities to upload and store approximately 17,000 partial and complete sets of transcript data that the Ministry had acquired from Everest College following the closure.

1.6 Communications

Throughout 2014 – 2015, CCO continued to send communications to CCO members in the form of Tuesday Tips, the Voice newsletter and periodic member notices. CEO Sharon Maloney worked with CCO staff to develop marketing collateral that will give a consistent look to the CCO brand for all of its communications tools; she also worked with the Membership Committee to identify and develop new membership marketing material. CCO will be implementing a new publication schedule for its Tuesday Tips, Member Update, Member Notices and the Voice.

2. CCO GOVERNMENT RELATIONS

2.1 Everest College

Since the closure of Everest College on February 19, 2015, CEO Sharon Maloney and Executive Director Paul Kitchin have held regular weekly conference calls with the management team within the Private Career College Branch and periodical calls with Student Financial Assistance Branch management of the MTCU. CCO has fielded questions from former Everest College students, member colleges interested in being training completion providers, and the media. CCO has issued several communications to CCO members with updated information on the training completion process, and has kept Minister Moridi's office apprised of concerns relating to the Training Completion Assurance Fund (TCAF) process. CCO also developed a website intended to assist former Everest College staff in their efforts to secure new employment. CCO will be meeting with the Private Career Colleges Branch in June of 2015 to provide feedback on the TCAF process in relation to the Everest College closure.

2.2 Political Outreach

Due to the call of the provincial election in the spring of 2014 and the subsequent appointment of Reza Moridi as the Minister of Training, Colleges and Universities, CCO met with the new Minister and senior policy staff in December of 2014 to begin a dialogue on the issues of importance to CCO members. Since then CCO's CEO has had several discussions with the Minister's staff. CCO was the Silver sponsor at the Minister's event in Richmond Hill

on February 18, 2015, attended another event for the Minister on June 11, and met with the Minister on June 17 to discuss potential regulatory/legislative changes that would treat students equitably and facilitate efficient utilization of the career sector as part of Ontario's post-secondary system. Minister Moridi has agreed to attend the CCO Annual Conference in Niagara Falls on June 25, 2015.

On September 23, 2014, CCO met with Mark Hazelden, Director of Regional and Sectoral Economic Strategies in Premier Wynne's office to brief him on the career college sector in Ontario and the issues of concern to the sector.

PC Critic Garfield Dunlop attended the CCO Board Meeting on September 23, 2014 and CCO attended his political event on March 3, 2015.

CCO also attended a political event for NDP Critic Peggy Sattler on March 30, 2015.

It is anticipated that CCO will hold another Queen's Park Day with MPPs in the fall of 2015.

2.3 Post-secondary Education Division (PSED)

CCO continued throughout 2014 – 2015 to meet with Ministry officials from the Private Career Colleges Branch and the Student Financial Assistance Branch on a variety of issues of concern to the career college sector. The CCO Board was pleased to have David Carter-Whitney, who started his role as Assistant Deputy Minister of the Post-secondary Education Division in September, attend its Board Meeting on February 3, 2015. Plans for CCO, member colleges and students to demonstrate their programs of study to all PSED staff at their Divisional Day in February of 2015 had to be cancelled at the last minute due to the sudden closure of Everest College on February 19, 2015.

In line with one of Premier Wynne's priorities, CEO Sharon Maloney has begun to work both internally and with staff in the PCC Branch on the development of a template policy for career colleges on sexual assault and harassment.

2.4 City of Toronto

Following a very successful session for almost 100 career colleges in Toronto that featured a presentation by CCO and was hosted by the City of Toronto's Economic Development - Education Department in March of 2014, CCO has held a series of 3 meetings with the City in 2015. As a result of these meetings, CCO will be included as part of the Greater Toronto Airport Authority's international students initiative in August and September of 2015. CCO is also working with the City to ensure that their website presents information about the career college sector in a positive light. CCO will also be establishing a working group to plan a City of Toronto sanctioned Career Colleges Day event to be held in the spring of 2016.

2.5 Key Performance Indicators (KPI)

Phase 1 of the KPI initiative began in July of 2013. CCO's Student Outcomes/KPI Committee met with the Ministry of Training, Colleges and Universities and Forum Research shortly after the first and second 2013 preliminary KPI reports were issued in the summer and fall of 2014 in order to seek clarification about the reports and make recommendations. CCO members of the KPI Sector Advisory group reviewed the draft final aggregate KPI report for 2013 in

December of 2014 and questioned the validity of the results which lead to the production of a revised draft report and an outreach to participating career colleges in February of 2014 that provided an opportunity to identify errors. CCO will monitor the preliminary reports that will be produced as a result of Phase 2 that commenced in the summer of 2014.

2.6 Canada-Ontario Job Grant (COJG) Program

CCO Board Chair George Hood joined The Honourable Reza Moridi, Minister of Training, Colleges and Universities and the Honourable Jason Kenney, Minister of Employment and Social Development and spoke at the press conference on September 26, 2014, when the launch of the Canada-Ontario Job Grant (COJG) program was announced. CCO's Third Party Funding Committee arranged for a briefing by the MTCU on COJG on November 6, 2014, and issued a communique to CCO members. CCO has arranged for a workshop on COJG as part of the 2015 Annual Conference.

3. CCO GOVERNANCE

3.1 Board of Directors

The CCO Board of Directors met 8 times in 2014 – 2015 on the following dates:

- May 7, 2014
- May 28, 2014
- July 15, 2014
- September 23, 2014
- November 25, 2014
- February 3, 2015
- April 7, 2015
- May 26, 2015



Private Career Education Council (Ontario)
o/a Career Colleges Ontario
Slate of Candidates for Directorship
For 2015 — 2016

Notes

Section 2 (a) of Article IX of the association’s by-law states:

(a) The Board shall be composed of no less than 5 members and no more than 16 members elected at the association’s annual general meeting.

The nominations committee of the current 2014/2015 Board of Directors submitted a report on a proposed slate of candidates for the 2015/2016 Board of Directors to the current board at its May 26, 2015 meeting.

At its meeting on May 26, 2015, the current Board of Directors approved the issuance to the general membership of the following slate of candidates to stand for election at the 2016 Annual General Meeting being held in the Grand Hall at the Fallsview Casino Resort, 6380 Fallsview Boulevard, Niagara Falls on June 25, 2015 commencing at 3:00 p.m.

Proposed slate of candidates for the 2015/2016 Board of Directors is composed of 3 incumbent Directors who are willing to stand for re-election and 8 new candidates who are willing to stand for election as listed below.

Incumbent Directors Seeking Re-Election *(in alphabetical order)*

- | | |
|-------------------|--|
| Adriana Costenaro | Bryan College |
| Frank Gerencser | triOS College of Business, Technology & Healthcare |
| Luisa Tanzi | Trebas Institute |

New Candidates Seeking Election *(in alphabetical order)*

- | | |
|--------------------|---|
| Stephen Bartolini | KLC College |
| Rodney D’Souza | CDI College |
| Jodi Jaffray | Willis College |
| Mark O’Shaughnessy | Institute of Technical Trades |
| Chitra Potnis | Canadian Career College of Innovative Technology & Management |
| Al Santos | CTS Canadian Career College |
| Jennifer Schuler | Saint Elizabeth Health Career College |
| Meenakshi Vyas | Academy of Learning College |



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