

## **CIT Board Communique – Meeting 04/2020 – 28 October 2020**

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***This document is a public summary of matters considered by the CIT Board. It is not intended to be a detailed set of minutes and does not cover all matters considered by the Board.***

### **Opening / Administration**

The Chair provided an acknowledgement of country and welcomed members to this meeting.

### **Reflections from Strategic Planning Workshop**

Members discussed the strategic planning workshop from the day prior to the meeting and indicated that the facilitator was good, the session productive and agreed with the importance of early engagement with the incoming Minister to finalise the strategy document and ensure alignment with the new Government's policy directions. Release of the new strategy document is likely in early 2021.

### **Staff Presentations**

Two presentations were presented to Board members: one from a teacher in the Construction Department of CIT Trade Skills College on My Profiling; and the other from the Director, Education Services on course directions.

### **CIT Response – COVID -19**

The Acting Executive Director, Education and Training Services provided a verbal update on CIT's response to COVID-19 including that the Crisis Management Team (CMT), as part of CIT's Business Continuity Plan (BCP) was deactivated on 3 September 2020. A COVID Committee has now been established, with representatives of staff, students, unions, and senior management from the CMT team meeting weekly to discuss or provide updates on COVID related matters that require action. An update on the work of the transition team and transition plans for a return to campus was also provided to the Board.

### **Campus Renewal**

The Executive Director, Industry Engagement and Strategic Relations provided an update on the work of the CIT Woden Project Board and updated CIT Board members on Major Projects Canberra's (MPC) procurement activity, digital infrastructure, and the need for integrated systems to support education delivery. Members discussed the CIT Board's needs for future reporting from MPC.

### **Finance and Budget matters**

The Senior Director, Finance updated Members on finance and budget matters including the September year-to-date figures.

Members discussed possible scenarios from the impact of COVID-19, the challenge of keeping students and industries engaged during the pandemic, and the impact this could have on CIT's budget as the year progresses.

### **CIT Solutions Board Update**

The Board was updated on CIT Solutions work including the impact of COVID-19.

### **CIT Audit Committee Report**

The Board was updated on the Audit Committee's work and the need to consider membership of the Audit Committee for 2021.