

1.2 Acceptance of February 19th Meeting Minutes

MOTION: Moved by Val Marshall
That the minutes of February 19th, 2008 be approved.
CARRIED

2. Introduction of Guests

Senior administrators attended the meeting to give presentations on the budget to Governors. Present were: College Services Vice-President Lynne Haas, Dean Ernest Shanahan, Academic Upgrading and Community Learning Centres, Dean Morine Fraser, Business, Industry and Human Service Careers, and Dean Julia Melnyk, University and Health Professions,.

3. Presentations and Delegations

3.1 Important Artists' Work in the Museum Collection: Leigh Davies
Museum staff asked Mr. Davies to show Governors the work of Daphne Odjig, who attended the College during the 1960's. Her prints are now valued between \$1300 and \$2500. Her drawings and paintings range in value from \$5000 to \$90000. 23 of her drawings are in the Museum, and 15 are now framed. Ms. Odjig believes that the true value of her work lies in its attempt to open doors between native people and non-native peoples, and hopes that her work encourages aboriginal young people to take pride in their heritage. The staff encourages the public to view Ms. Odjig's and other artists' work on display in the Museum.

3.2 Budget Presentations: Senior Administrative Staff
Vice-President Lynne Haas provided an overview of College Services and a financial overview. The presentation detailed indicators of size (budget, numbers of staff and students, and sites served), the proposed operating, capital and maintenance program budgets, sources of revenue, reserve funds and endowments, projected full time learning equivalents, and budgeted positions. The cost of operating underutilized campuses and the proposed renewal of library resources and information technology were outlined.

Dean Ernest Shanahan presented for Vice-President Madeline McVey. He provided a review of the size and demographics of the College's service region. Education levels, drop-out rates and mobility trends were detailed. Upgrading and life management programs make up 65% of the credit enrolment while those students working towards a career credential in a one or two year post-secondary program make up 29%. Six percent of the College's students are exclusively engaged in university transfer courses, while apprenticeship is a growing area, with 180 spaces planned. Approximately 3700 learners take certificates in non-credit programs through Workforce Development. The vast majority of upgrading students are women, although an

increasing number of males are enrolled part-time. It was noted that most upgrading students are single and many support children while attending. Most full-time upgrading students are funded for tuition, books and a living allowance, either from Alberta Employment and Immigration or from their First Nation. Career students are largely female, attend in their home communities, and are funded by Aboriginal organizations or the Skills Investment Program. A few rely on student loans. Full-time University students tend to be in their late 20's, while part-time students tend to be 10 years older. Most University students attend part-time and are women. Approximately 160 mostly male apprenticeship students were enrolled in Carpentry, Electrician and Welding programs. Aboriginal self-declaration is lowest of all program categories. Most students are sponsored by businesses. Workforce development sees 3700 students take short courses totaling over 100,000 hours, an amount which increases annually. Approximately a third of the students are enrolled in programs which lead to extension certificates in professional fields.

Dean Ernest Shanahan provided an overview of the College's Academic Upgrading programs and Community Learning Centres. He noted that 67% of Northern Albertans over age 20 do not have a high school diploma or equivalent, 10% have less than Grade 9, 6,000 need upgrading to Grade 9, and 1800 need literacy training. Dean Shanahan overviewed the southern, eastern, and northern regions serviced by the College. The 2008-2009 goals for Academic Upgrading and the Community Learning Centres include a review of the Community Education Committees role as advisory bodies to the College, review of the role of Learning Facilitator, maximization of the efficiency of Distance Learning technologies, and improving face-to-face contact between Learning Facilitators and students. Dean Shanahan illustrated the complex structure of CLC's, as the model has evolved from the 1970's to the present. The Ft. Vermilion campus was used as an example to illustrate the services provided by CLC's in the communities served by the College.

Dean Morine Fraser provided an overview of the Business, Industry and Human Service Careers programs offered by the College. Strategic directions include responding to the needs of learners and employers for training and education, enhanced community-based access to adult learning, and increasing programming quality and services to encourage students and employees to excel. The "Two Wings of Growth," revenue and full-time learner equivalents (FLEs) were discussed. FLE producers are full-time credit programs, trades programs, and part-time credit programs. Part-time and trades FLEs will continue steady, moderate growth, while full-time FLEs will grow enormously. Factors which impact growth of credit programs include availability of Centra space, licenses, scheduled time for individual access, capacity to support Centra use external to campuses, competition with other colleges, success at marketing to individuals,

and the ability to adapt to the needs of industry partners for training. Trades FLE growth has been rapid. Facilities are improving, and classes are growing. Expansion of programs is dependent upon increasing available lab space, equipment, and student housing facilities like the Slave Lake student residence. The Oilfield Operator Training Lab was overviewed. Non-credit and contract training are growing and generate significant revenue. Dean Fraser outlined the opportunities for growth: strengthened relationships with corporations, support of Apprenticeship & Industry (AIT) training, drawing students from throughout the province, partnerships, need for NLC programs in the region, need for academic preparation for employment training, delivery of non-credit programs nationally and internationally, and the outcomes of the Roles & Mandates Policy Review. Challenges to growth include the scattered population, the need for student housing in Slave Lake, the lack of synchronicity between corporate expectations and timelines, and College constraints and timelines, the limitation of funds to invest in new ventures, the need to prepare people for trades and technical training, and the outcomes of the Roles & Mandates Policy review.

Dean Julia Melnyk outlined the University and Professional Studies Programs, and the Health Career Programs. The Social Work Program is in the second year of the second offering of the diploma program, and application for approval from the Alberta College of Social Workers (ACSW) has been made. It is a challenge to support an intense program across multiple sites, but opportunities exist to enhance the curriculum by maximizing the potential of the technologies used in the program. It is projected that the program will continue with enrolments slightly higher than current levels.

University Studies has expanded to new sites this year. With a lower number of students over a larger number of sites, it is a challenge to operate cost-effectively. Opportunities for growth exist due to the growth of the health careers programs, which will grow the demand for University courses. In addition, economies of scale for core courses can offset other course offerings, and our partnerships with NorQuest provide increased opportunities, as will continued development of courses for the Moodle course management system. Health Professions programs include the new Emergency Medical Responder Program partnered with the Justice Institute of British Columbia, the newly piloted Health Care Aide Program, the Practical Nurse Program (which recently received a five-year accreditation), the Rehabilitation Therapy Assistant Program, and the Chronic Disease Management Program. Opportunities exist through applying for funding where available, utilizing clinical simulation labs, and developing and offering post-graduation LPN professional courses.

6:00 pm Governors adjourned for supper.

6:50 pm **The meeting was reconvened.**

4. Reports

4.1 President's Report

President Rick Neidig updated Governors on recent and upcoming events, and on his activities during the past month. Highlights included: the upcoming CEC workshop to be held in Slave Lake on April 24, 25, the participation of a great many College LPN students in the College of Licensed Practical Nurses annual conference, and the extensive participation by faculty in the gold level hosting of the conference by the College. The success of the LPN program has led to several out of area requests for the program. The Alberta College of Social Workers will review the College's Social Work program to determine if it is ready to move to permanent status. Both the Métis Celebration and the Trade Show in Slave Lake were very successful. The President met with the President of Shell Canada to discuss College programs and plans, and on behalf of AACTI, presented to the Access to the Future Advisory Board on the challenges of fundraising for smaller and rural colleges. With Vice-President Madeline McVey, Mr. Neidig attended a presentation by the Association of Professional Engineers, Geologists, and Geophysicists of Alberta, in Grande Prairie. The High Level campus has joined the College voice-over-IP telephone network. Zoning difficulties in Grande Prairie have necessitated a search for new facilities there. The Emergency Response Plan was updated, a serious waterline break was repaired at the Grouard campus, and an important meeting was held with Treaty 8 officials. A presentation will be made to the Board by Treaty 8, and the College will be making a presentation to the Treaty 8 Education Commission.

MOTION: 115-07/08 Moved by Andy Assaf
That the President's Report be received as information.
CARRIED

4.2 Conference Attendance Report: Maddy Daniels

Maddy provided an overview of the Alberta College of Social Workers Conference she attended. The Conference attracted 2500 attendees.

Following this report, a discussion of Governors' professional development took place. The possibility of an allocation which was renewed each year was mentioned as a possibility. The consensus was that another look at the way Governors' professional development is handled is warranted. The following motion was passed:

MOTION: 116-07/08 Moved by Maddy Daniels
That the Administration be directed to review the policy covering Governors' Professional Development, and suggest ways which would provide Governors with streamlined procedures for easier access.
CARRIED

5. Business Arising-Ongoing

- 5.1 Hotel Rates - Holiday Inn Corporate Rates: Leigh Davies**
The Secretary advised that the downtown Holiday Inn will give Governors and College employees the corporate rate off \$129 per night, single or double occupancy, including breakfast.

- 5.2 Board of Governors' Conference/PACE Awards: Leigh Davies**
Governors were briefed on the Conference and the PACE Awards. The event takes place on May 29 to 31, at the Rimrock Inn. The PACE Awards will take place at the Banff Centre. Governors requested an updated events calendar, when this becomes available.

6. New Business

- 6.1 Rental Fees for the 2008 - 2012 Business Plan: Lynne Haas**
A revised rental fee schedule was presented to Governors. It was noted that student rates will not increase and staff rates will be increased by the CPI or approximately 6%, effective July 1, 2009. For Marten Lakes, schools, non-profits, and major donors will receive special rates. No individual private rentals for Marten Lakes will be allowed.

- 6.2 2008 - 2012 Business Plan: Rick Neidig**
A draft of the 2008 - 2012 Business Plan was reviewed by Governors.

MOTION: 117-07/08 Moved by Maddy Daniels
That the Board give first reading to the Business Plan.
CARRIED

- 6.3 Governors' Professional Development: Maddy Daniels**
This item was combined with item 4.2.

7. Policy Review

- 7.1 Fundraising policies - second reading: Rick Neidig**
 - 7.1.1 Proposed Gift Acceptance Policy - Second Reading**

MOTION: 118-07/08 Moved by Darron Riddle
That the Board give second reading to the proposed Gift Acceptance Policy.
CARRIED

- 7.1.2 Proposed Donor Recognition Policy - Second Reading**

MOTION: 119-07/08 Moved by Andy Assaf
That the Board give second reading to the proposed Donor Recognition Policy.
CARRIED

7.1.3 Proposed Honorific Naming of Facilities and Programs Policy - Second Reading

MOTION: 120-07/08 Moved by Val Marshall
That the Board give second reading to the proposed Honorific Naming of Facilities and programs Policy.
CARRIED

8. Information & Correspondence

- 8.1 Letter from Dave Matilpi, Grimshaw**
- 8.2 Updated Board Meeting/Events Schedule**
- 8.3 Letter of Thanks to MD - Water Line Breakage**
- 8.4 Invitation to Participate: U. of A. Centenary Events**
- 8.5 Letter of Support for High Prairie Learning and Health Complex - MD of Big Lakes.**
- 8.6 Community Initiatives Program Grant Award**
- 8.7 Conference: “Alberta Youth - Growing Up in the Boom Years” - Alberta Teachers’ Association**
- 8.8 Conference: “Forests of Change” - Association of Canadian Community Colleges.**

9. In Camera Session

MOTION: 121-07/08 Moved by Fred Willier
That the Board go in camera.
CARRIED

The in camera session began at 8:17 pm

MOTION: 122-07/08 Moved by Darron Riddle
That the Board come out of camera.
CARRIED

The Board came out of camera at 8:54

MOTION: 123-07/08 Moved by Val Marshall
That the meeting be adjourned.
CARRIED

The meeting was adjourned at 8:55 pm

Next Board Meeting:

The next Board of Governors meeting is scheduled for Room 128/129 (Lecture Theatre), on Tuesday, April 15th, beginning at 3:30 pm.