

With respect for cultures and the needs of communities, Northern Lakes College provides quality educational programs and services which enable adults to continue their education, to improve their employment opportunities, and to enhance their quality of life.



MINUTES

The Board of Governors of Northern Lakes College

May 12, 2009

Grouard Campus Boardroom, 9:30 AM

Present:

Governors	
Trevor Gladue - <i>Public Member (Chair)</i>	✓
Archie Cunningham - <i>Public Member (Vice Chair)</i>	✓
Ahmed (Andy) Assaf - <i>Public Member</i>	✓
Vacant - <i>Public Member</i>	
Maddy Daniels - <i>Public Member</i>	
Fred F. Willier - <i>Public Member</i>	✓
Wilf Willier - <i>Public Member</i>	✓
Belinda Forest - <i>Students' Association-nominated Member</i>	
Colin Ross - <i>Staff Association-nominated Member</i>	✓
Scott Biggin - <i>Faculty Association-nominated Member</i>	✓
Rick Neidig - <i>President</i>	✓
Staff	
Madeline McVey, <i>Vice President, Academic</i>	✓
Lynne Haas, <i>Vice President, College Services</i>	✓
Brad Hestbak, <i>Senior Director, External Relations</i>	✓
Randy Anderson, <i>Community Consultant</i>	
Leigh Davies, <i>Secretary to the Board of Governors</i>	✓

1. Opening

Call to Order: The meeting was called to order by the Chair at 9:32 am.

1.1 Adoption of Agenda

MOTION:

Moved by Wilf Willier
That the agenda for May 12, 2009 be adopted.

CARRIED

1.2 Acceptance of Minutes
1.2.1 April 21, 2009

MOTION: Moved by Andy Assaf
That the minutes of April 21, 2009 be approved with changes.
CARRIED

2. Introduction of Guests:
No guests were present.

3. Presentations and Delegations

3.1 Vehicle Capital Allocation: Archie Pronger

The Director of Facilities provided an analysis of vehicle use in the College. He indicated that fleet utilization is affected by staff perceptions about safety and comfort. Two budget options were presented for fleet replacement in the Business Plan capital schedule; one option offered a larger volume of purchases in the first year by increasing by \$280,000. The other option is to keep the budget at \$400,000/year which equates to a seven year replacement schedule. Mr. Pronger also concluded that it would be most cost effective to assign College vehicles to employees who drive in excess of 20,000 km per year.

4. Reports

4.1 President's Report: Rick Neidig

The President reported that the sign unveiling for the Student Housing project in Slave Lake was well attended. Guests included several Board members, representatives from the Community Education Committee, the Town of Slave Lake, and the M.D. The April 29th campus tour with officials from Advanced Education and Technology went well. The visitors included Deputy Minister Annette Trimbee, Assistant Deputy Minister Connie Harrison, Manager for Planning & Accountability Eileen Passmore, and Director of Aboriginal Partnerships, Claudette Rain. A few days later, the President and Vice-President Madeline McVey met with the Deputy Minister of Alberta Employment & Immigration, Shirley Howe, and two Assistant Deputy Ministers, with regard to the College's concerns about Job Corps changes, potential loss of the wage model for living allowance payments, the four-year ineligibility period for student funding, the appeal process for ineligibility, the case management of distance learners, and the possibility of assisting Northland's learners in teacher training. An eCampus Alberta funding proposal was recently approved which includes the College as a collaborating partner with a number of others. The purpose of the funding is to enhance accessibility, capacity and quality of supports provided to diverse learners enrolled in courses and programs offered through eCampus Alberta. Finally, President Neidig reported on a wide-range of professional development activities in which College employees participated.

The President's report was received as information.

5. Business Arising-Ongoing

5.1 Tentative Board Meeting Schedule: Leigh Davies

The Secretary was directed to draw up a meeting schedule with meetings positioned on the fourth Tuesday of each month, beginning this June, with a start time of 12:30 pm. Exceptions are December and January video conference meetings, which will begin at 3:45 pm, a July meeting (if held), and the May meeting – both beginning at 9:30 am.

MOTION 087-08/09: Moved by Wilf Willier
That the Board approve the tentative Board meeting schedule for 2009-2010.
CARRIED

5.2 Endowment Fund to be Created or Continued: Rick Neidig

The College received \$71,022.50 from Alberta Finance and Enterprise, as its share of the dissolved Ultimate Heir Trust Fund.

The Board directed the President to make a recommendation on adding the funds to an existing endowment, or creating a new endowment fund.

5.3 Second Reading of the 2009-2010 Budget: Rick Neidig

MOTION 088-08/09: Moved by Archie Cunningham
That the Board approve second reading of the 2009-2010 budget.
CARRIED

5.4 Facilities Discussion and Update for Business Plan: Rick Neidig

The Board was updated on the facilities-related developments. The administration will review the Business Plan so that current facilities priorities are reflected.

5.5 Second Reading of the 2009-2012 Business Plan: Rick Neidig

It was noted that there is \$100,000 in the 2009-2010 budget for signage. The administration indicated that it would study the signage in Slave Lake and see if a business case can be made for a large screen size. The Board will not be changing the current \$400,000 budget allocation for vehicle replacement, but will review this budget allocation next year.

MOTION 089-08/09: Moved by Colin Ross
That the Board approve second reading of the 2009 – 2012 Business Plan.
CARRIED

The Board recessed for a short break at 11:20 am.

The meeting resumed at 11:35 am.

6. New Business

6.1 College Third Quarter Financial Update: Dave Pike

The Board received the College third quarter financial update as information.

6.2 Board Third Quarter Financial Update: Leigh Davies

The Board received its Board budget third quarter financial update as information.

6.3 Fraud Policy First Reading: Lynne Haas

MOTION 090-08/09: Moved by Archie Cuningham
That the Board approve first reading of the Fraud Policy.
CARRIED

7. Policy Review: Leigh Davies

7.1 Travel Expense Policy Review

MOTION 091-08/09: Moved by Andy Assaf
That the Board approve the travel expense reimbursement rates for 2009-2010 as specified in the current policy, with no changes.
CARRIED

7.2 Honoraria Policy Review

MOTION 092-08/09: Moved by Wilf Willier
That the Board approve the honoraria rates for 2009-2010 as specified in the current policy, with no changes.
CARRIED

The Board moved in camera at 12:20pm.

The Board moved out of camera at 12:40 pm.

The meeting adjourned at 12:42 pm.

**Next Meeting: Tuesday, June 23rd, Slave Lake campus, beginning at 12:30 pm.
Lunch will be available in the cafeteria, prior to the meeting.**