

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

September 22, 2009

Slave Lake Campus Boardroom, 12:30 PM

Present:

Governors	
Trevor Gladue - <i>Public Member (Chair)</i>	
Archie Cunningham - <i>Public Member (Vice Chair)</i>	✓
Ahmed (Andy) Assaf - <i>Public Member</i>	✓
Sandra Willing - <i>Public Member</i>	✓
Maddy Daniels - <i>Public Member</i>	
Fred F. Willier - <i>Public Member</i>	✓
Wilf Willier - <i>Public Member</i>	✓
Jule Asterisk - <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 12:37 PM. Archie Cunningham assumed the Chair, as Trevor Gladue was absent.

1.1 Adoption of Agenda

MOTION 001-09/10: Moved by Scott Biggin
That the agenda for September 22, 2009 be adopted with changes.

CARRIED

1.2 Acceptance of Minutes

1.2.1 June 23, 2009

MOTION 002-09/10: Moved by Wilf Willier
That the minutes of June 23, 2009 be approved as corrected.

CARRIED

Andy Assaf joined the meeting at 12:42 pm.

2. Introduction of Guests:

No guests were present.

3. Presentations and Delegations:

There were no presentations or delegations.

4. Reports

4.1 President's Report: Rick Neidig

President Neidig reported that the August accepted applications represent an increase of 18% in enrolments over this time last year. Facilities work over the summer included in part, a new roof at Wabasca, roofing on the Grouard student housing, painting the outside of the Grouard campus, a new roof and painting inside and out in Peace River, and Loon River carpet tiles, bathrooms, and ramps. Mr. Neidig indicated that renovations to the newly purchased High Prairie NAPA building are underway. A warm welcome was received by the President, External Relations Senior Director, Brad Hestbak, and CLC Director Kevin Delorey, when they attended the Peace River Town Council meeting on September 14th. Council was updated on the campus and programs, and invited to participate in the Board/stakeholder consultation and planning meeting at the Belle Petroleum Centre in Peace River on November 8, 9, and 10. The Council is concerned about Grimshaw being outside of the new NLC service region boundaries. Another concern related to which Municipal Districts will be included in planning for a Community Education Committee (CEC). The President and Board Chair Trevor Gladue have discussed collaboration with Living Waters School Division. A working committee including Living Waters, High Prairie School Division, Northland School Division, and Ft. Vermilion School Division will be created. The President noted that there has been considerable activity at the Museum in recent months. There were 11 spring programs, children's craft programs Tuesday and Thursday afternoons, and pre-booked adult groups which included the Council of Community Education Committees, Big Lakes Country Tourism, a Parks Canada Dunvegan delegation, and the youth PACE group from Grande Prairie. In total, 679 people visited the Museum over the summer. The newly formed Grouard and Area Historical Society are to host an author-signing event with the Museum, in conjunction with the Grouard 100th anniversary celebrations. The Aboriginal Teacher Education Program is underway, and two of the coordinators from the University of Alberta will be teaching NLC University courses to become familiar with the College and its methods. The Alberta College of Paramedics Registration Committee has recommended approval of the NLC Emergency Medical Technician program, and it now goes to the next step with the Health Disciplines Board. The Committee was very satisfied with the program and made no recommendations for change. The College continues to negotiate with Alberta

Employment and Immigration (AEI), in order to retain the College's wage model for students who receive support from the Skills Investment Program.

MOTION 003-09/10: Moved by Colin Ross
That the Board accept the President's report as information.
CARRIED

4.2 Ancillary Revenue Report: Dave Pike
The Ancillary Revenue Report for 2008-2009 was presented to the Board.

MOTION 004-09/10: Moved by Wilf Willier
That the Board accept the Ancillary Revenue report as information.
CARRIED

5. Business Arising-Ongoing

5.1 College Trademarks Update: Brad Hestbak
Mr. Hestbak advised the previously issued directive from the Board concerning College trademarks has been concluded. "NLC" is now an "official mark" of the College, and will not have to be renewed. The College graphic and "Northern Lakes College" are also protected. Mr. Hestbak explained the difference between official marks and trademarks.

5.2 Board/Stakeholder Retreat and Consultation: Brad Hestbak
Mr. Hestbak briefed the Board on plans for the retreat and consultation. The Positive Culture Company will facilitate, and a large block of rooms have been reserved. The event will be held at the Belle Petroleum Centre in Peace River.

5.3 Student Housing Celebration Ceremony, October 14: Brad Hestbak
This will be a lunch hour event, from 11:30 am to 1:30 pm. Local dignitaries and MLA Pearl Calahasen will be in attendance.

MOTION: 005-09/10 Moved by Fred Willier
That the Board receive Mr. Hestbak's updates as information.
CARRIED

5.4 High Prairie Building Renovation Budget and Timeline: Lynne Haas
Vice President Haas indicated that the Facilities department is acting as the general contractor for the renovation of the NAPA building. The major contracts have been or are about to be awarded. The completion goal is December 18th, and the building will be ready January 8th for students.

5.5 Slave Lake Student Housing Update: Lynne Haas
Vice President Haas reported that there is likely to be a four to five week delay in opening the housing project to students. The hope is for November 1st occupancy, but this is very tentative. Students have not been advised of the availability of rooms, and will not be until the contractor has completed the buildings and left the site.

Ms. Haas also indicated that the Noralta Building renovations for trades spaces have been scaled back with the elimination of carpentry, and occupancy is planned for January 1st.

MOTION 006-09/10: Moved by Andy Assaf
That the Board receive Vice President Haas' building updates as information.

CARRIED

5.6 Bill 32 – Agency, Board, Commissions Legislation: Rick Neidig
President Neidig indicated that the legislation will set minimum requirements for those serving on boards. He is confident that Governors will have no trouble meeting the new standards.

MOTION 007-09/10: Moved by Jule Asterisk
That the Board receive the Mr. Neidig's comments on Bill 32 as information.

CARRIED

The Board adjourned for a recess at 1:45 pm

The Board reconvened at 2:16 pm.

6. New Business

6.1 Financial Forecast Schedule: Rick Neidig

MOTION 008-09/10: Moved by Andy Assaf
That the Board accept the management team recommendation that there be two financial updates each operational year: a six-month January update and a nine-month update in April.

CARRIED

6.2 Grouard Historical Society Update: Rick Neidig
The Society reports that it now has 200 members. The Society wants to develop a 25 year plan, and would like to engage in a joint venture with the College, and the Municipal District. President Neidig recommended that the Board extend an invitation to the Society to hold meetings on campus. Events requiring security or facility cleaning would fall under existing external user guidelines and fee schedules. The Society will be encouraged to have a visible presence in an office on campus. The Board is interested in being apprised of the Society's plans as those plans evolve, and that it should be clear that society business must not divert College employees away from regular responsibilities.

MOTION 009-09/10: Moved by Andy Assaf
That the Board Secretary write a letter to the Society indicating the College's willingness to engage in supportive joint ventures with the Grouard Historical Society if the College role is within its mission and mandate, and provided resources will allow.

CARRIED

- 6.3 Board Appointed Members of Academic Council: Rick Neidig**
Recommended regular member replacements for two year terms are Ivan Lazarowich, Director of Counselling; Kevin Delorey, Northern Region CLC Director; and Glenn Mitchell, Director, Educational Development Centre. Recommended alternates for this year are Teresa Sinclair, Paula Carson, Brian Panasiuk, and Ernie Shanahan.

MOTION 010-09/10: Moved by Fred Willier
That the Board appoint the regular and alternate members to Academic Council, as recommended.

CARRIED

- 6.4 PACE Nominee Process and Plans: Leigh Davies**
The Secretary outlined the Provincial Awards Celebrating Excellence selection procedures, and was directed to circulate the information to College staff. The Governors' Workshop and PACE awards luncheon are tentatively scheduled for Calgary on April 29, 2010.

- 6.5 Letter to Northland Chair Celebrating Northern Teacher Training:
Rick Neidig**

MOTION 011-09/10: Moved by Sandra Willing
That the Board direct the Secretary to send a letter to the Chair of the Northland School Division Board, celebrating the mutual cooperation which has resulted in new funding for locally-trained teachers.

CARRIED

7. Policy Review: Leigh Davies

- 7.1 Academic Accommodations for Learners with Disabilities (New)**

MOTION 012-09/10: Moved by Wilf Willier
That the Board approve first reading of the Learners with Disabilities policy.

CARRIED

- 7.2 Ancillary Services Policy (Review)**

MOTION 013-09/10: Moved by Wilf Willier
That the Board approve the Ancillary Services policy

CARRIED

7.3 Health and Safety Policy (Review)

MOTION 014-09/10: Moved by Colin Ross
That the Board approve Health and Safety policy.
CARRIED

7.4 Investment of Funds (Review)

MOTION 015-09/10: Moved by Jule Asterisk
That the Board approve the Investment of Funds policy.
CARRIED

During the discussion of the policy, questions were raised with regard to investment ethics. It was requested that the Chief Financial Officer consult with the RBC portfolio manager and report back to the Board on the types of equities which are held by the College, how the portfolio manager handles requests for limiting investments to certain types of companies, and what impact such limitations would have on RBC's ability to conduct their work with the College's investments.

MOTION 016-09/10: Moved by Andy Assaf
That the Board go in camera to discuss a labour agreement.
CARRIED

The Board went in camera at 3:20 pm.

MOTION 017-09/10: Moved by Andy Assaf
That the Board come out of camera.
CARRIED

The Board came out of camera at 4:15 pm.

MOTION 018-09/10: Moved by Fred Willier
That the Board ratify the AUPE agreement.
CARRIED

Colin Ross declared a conflict of interest and abstained.

The meeting adjourned at 4:20 pm.

The next meeting will be held in the Grouard campus Boardroom on Tuesday, October 27th at 12:30 pm. This meeting will begin with the videoconference audit exit meeting with the Auditor General's staff.