

Mission Statement

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

June 18, 2015

10:30 a.m.

**Peace River Campus and Slave Lake Campus
Videoconference**

Present:

Governors	
Daniel Vandermeulen - <i>Public Member (Chair)</i>	✓
Dan Fletcher - <i>Public Member (Vice Chair)</i>	✓
Earl Laboucan - <i>Public Member</i>	
Inier Cardinal – <i>Public Member</i>	✓
Amber Armstrong - <i>Public Member</i>	
Fern Welch - <i>Public Member</i>	✓
Ray Stern - <i>Public Member</i>	✓
Shona Hommy-Bugarin - <i>Faculty Association-nominated Member (Teleconference)</i>	✓
Odessa Ptashnyk – <i>Staff Association-nominated Member</i>	✓
Joyce Boucher - <i>Student-nominated Member</i>	
Ann Everatt – <i>President and CEO</i>	✓
Staff	
Madeline McVey, <i>Vice President, Academic</i>	✓
Rob LeSage, <i>Vice President, Corporate Services and Chief Financial Officer</i>	✓
Paulette Campiou, <i>Executive Assistant to the Board of Governors and President & CEO</i>	✓

1. Opening

1.1 Call to Order: The meeting was called to order at 10:50 a.m. by the Chair, Daniel Vandermeulen.

1.2 Adoption of Agenda

Additions:

4.6 Audit Timelines

4.7 Correspondence regarding Budget cuts and Restructure.

Edit:

The 9 and 3 Budget Forecast Report was moved to the 3. *Reports* section as agenda item 3.6.

MOTION 109-14/15: Moved by Fern Welch
That the agenda for June 18, 2015 be adopted with amendments.

CARRIED

2. Consent Item

2.1 Acceptance of Minutes

The May 21, 2015 Minutes were accepted with amendments.

MOTION 110-14/15: Moved by Ray Stern
That the May 21, 2015 Minutes be accepted with amendments.

CARRIED

3. Reports

3.1 Board Chair Report: Daniel Vandermeulen

The Board Chair report was presented to the Board.

3.2 President's Report: Ann Everatt

The President's report and a report on the June 18, 2015 Alberta Government's news release, about post-secondary funding changes, were presented to the Board.

3.3 Risk Management Report: Ann Everatt

The Risk Management report was presented to the Board.

3.4 2015 Convocation Report: Ann Everatt

The 2015 Convocation report was presented to the Board.

3.5 2015 Board Orientation: Ann Everatt

Information about the 2015 Board Orientation was provided to the Board. The Board Orientation is scheduled for Tuesday, June 30, 2015 at the Slave Lake Campus.

3.6 The 9 and 3 Budget Forecast Report: Ann Everatt

The 9 and 3 Budget Forecast report was presented to the Board.

The Board asked for a list of environmental assessments for all Northern Lakes College sites to be presented at the September 17, 2015 meeting.

4. Business

4.1 Use of Modulars located in High Prairie: Ann Everatt

Options for the use of the modulars located in High Prairie were presented to the Board with a request to select an option.

It was decided by the Board that the modulars be used for the Fort Vermilion campus with a budget allocation up to a maximum of \$600,000.00 for moving costs. If the moving costs exceed \$600,000.00 management is to notify the Board of Governors before continuing with the move.

MOTION 111-14/15: Moved by Ray Stern
That the Board approve the relocation of the modulars, located in High Prairie, to Fort Vermilion with a budget to a maximum of \$600,000.00 to be funded from unrestricted surpluses. If costs are over \$600,000.00 a request for supplemental funds will be brought to the Board for approval.

CARRIED

Recessed for lunch at 12:00 p.m.

Meeting reconvened at 12:30 p.m.

4.2 Second and Third Readings of the Northern Lakes College 2015-2018 Comprehensive Institutional Plan (CIP): Ann Everatt

The Second and Third Readings of the Northern Lakes College 2015-2018 Comprehensive Institutional Plan (CIP) were presented to the Board with a request for approval.

MOTION 112-14/15: Moved by Fern Welch
That the Board approve the Second Reading of the Northern Lakes College 2015-2018 Comprehensive Institutional Plan (CIP) with adjustments to comply with Bill 3.

CARRIED

MOTION 113-14/15: Moved by Fern Welch
That the Board approve the Third and Final Reading of the Northern Lakes College 2015-2018

Comprehensive Institutional Plan (CIP) with adjustments to comply with Bill 3.

CARRIED

4.3 2015-2016 Board Meeting Schedule: Ann Everatt

The 2015-2016 Board Meeting Schedule was presented to the Board for approval.

MOTION 114-14/15: Moved by Dan Fletcher
That the Board approve the 2015-2016 Board Meeting Schedule with amendments.

CARRIED

4.4 President and Board of Governors Risk Register: Ann Everatt

The President and Board of Governors Risk Register was presented to the Board for approval.

The Board directed management to develop a Board Communication Plan and present it at the September 17, 2015 Board meeting.

MOTION 115-14/15: Moved by Ray Stern
That the Board approve the President and Board of Governors Risk Register.

CARRIED

4.5 Slave Lake Building Envelope Project: Ann Everatt

A detailed report on the Slave Lake Building Envelope Project was presented to the Board with a request to approve the use of \$120,000.00 Infrastructure Maintenance Program (IMP) funds for the Slave Lake Building Envelope Project.

The Board requested a report, with all College IMP projects, be brought to the Board of Governors at the September 17, 2015 meeting.

MOTION 116-14/15: Moved by Inier Cardinal
That the Board approve the use of \$120,000.00 Infrastructure Maintenance Program (IMP) funds for the Slave Lake Building Envelope Project.

CARRIED

4.6 Audit Timelines: Ann Everatt

The Audit Plan for the period ending June 30, 2015 will be complete by October 30, 2015 (October 31st is a Saturday). There will be six dates up to October 30, 2015 scheduled for the completion of the Audit for the period ending June 30, 2015.

MOTION 117-14/15: Moved by Dan Fletcher

The Board confirms the August 31, 2015 date given in the audit plan to complete the 2014-2015 Financial Statements is acceptable.

CARRIED

4.7 Correspondence regarding Budget cuts and restructure: Ann Everatt

The letter dated June 15, 2015 from the President and Labour Relations Officer for the Northern Lakes College Faculty Association was presented to the Board. The Chair of the Board of Governors will respond to this letter.

MOTION 118-14/15:

Moved by Odessa Ptashnyk

That the Board approves the decision for the Chair of the Board of Governors to respond to the letter dated June 15, 2015 from the President and Labour Relations Officer for the Northern Lakes College Faculty Association.

CARRIED

The letter dated June 18, 2015 from the Chair of the Grouard Community Education Committee was presented to the Board. The President will respond to this letter. The Chair of the Board of Governors and the President will attend the first Grouard Community Education Committee meeting in the new fiscal year 2015-2016.

5. Policy Review

5.1 Governance – Board Indemnification Policy: Ann Everatt

Second and Third Readings of the Governance – Board Indemnification Policy were presented to the Board for approval. The Board requested further changes to the Policy. The recommended changes will be implemented in the Governance – Board Indemnification Policy and the amended copy will be brought back to the Board at the September 17, 2015 meeting for approval.

5.2 Board of Governors Audit and Finance Committee Terms of Reference: Ann Everatt

The updated Board of Governors Audit and Finance Committee Terms of Reference was presented to the Board for review and approval. Further changes will be implemented in the terms of reference and brought back for approval at the September 17, 2015 meeting

6. Next Agenda

The next meeting is scheduled for September 17, 2015.

Information about the opportunity for Northern Lakes College to collaborate with the Athabasca University to increase program offerings is to be brought to the Board at the September 17, 2015 meeting.

7. Adjournment

The meeting adjourned at 2:47 p.m.