

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

May 12, 2014

11:00 a.m.

Peace River Campus

Present:

Governors	
Archie Cunningham - <i>Public Member (Chair)</i>	✓
Sandra Willing - <i>Public Member (Vice Chair)</i>	✓
Gerald Cunningham - <i>Public Member</i>	
Earl Laboucan - <i>Public Member</i>	
Dan Fletcher - <i>Public Member</i>	✓
Jennifer Moore - <i>Public Member</i>	✓
Wilf Willier - <i>Public Member</i>	✓
Shona Hommy-Bugarin- <i>Faculty Association-nominated Member</i>	✓
Joyce Boucher – <i>Student-nominated Member</i>	✓
Odessa Ptashnyk - <i>Staff Association-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>	✓
Randy Anderson, <i>Community Liaison</i>	
Brad Hestbak, <i>Senior Director, External Relations</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 11:00 a.m. by the Chair, Archie Cunningham.

1.2 Adoption of Agenda

MOTION 140-13/14: Moved by Jennifer Moore
That the agenda for May 12, 2014 be adopted.
CARRIED

1.3 Acceptance of Minutes

MOTION 141-13/14: Moved by Sandra Willing
That the minutes of April 11, 2014 be accepted as amended.
CARRIED

1.4 Committee of the Whole

1.4.1 Motion to move into Committee of the Whole.

MOTION 142-13/14: Moved by Wilf Willier
That the Board move in to the Committee of the Whole meeting.
CARRIED

The Board moved in to Committee of the Whole at 11:05 a.m. Vice-Chair, Sandra Willing assumed the Chair.

Board Information

The Ministerial Order to appoint a new Board of Governors, Public Member is still pending at the government level.

Board orientation session date was discussed. The Executive Assistant will schedule a date for a Board Orientation workshop near the end of June 2014.

Technology in the market with estimated costs will be presented to the Board at the next meeting.

Board Meeting Guidelines Committee

A committee to develop Northern Lakes College Board meeting guidelines will be finalized at the June Board meeting.

Indigenous Education Protocol

The Association of Canadian Community Colleges (ACCC) is developing an Indigenous Education Protocol for Colleges and Institutes. There will be an

opportunity at ACCC conference to discuss the Indigenous Education Protocol. The focus is on supporting indigenous learners and communities across Canada. Northern Lakes College supports all themes within the protocol.

Current Alberta - Qatar Relations Country Paper – April 2014

The current Alberta – Qatar Relations paper was presented to the Board for information. Fahad Mohamed Yousef Kafoud, Ambassador of the State of Qatar will visit Edmonton one June 16, 2014: Honourable Cal Dallas, Minister of International and Intergovernmental Relations will host a meeting at the Government House for the Ambassador and has invited delegates from educational institutions to attend.

Draft Terms of Reference for the Alberta Council of Post-Secondary Education (ACPSE)

The draft Terms of Reference for the Alberta Council of post-secondary education was presented to the Board. The document has been developed to create and establish collaborations that will capitalize on mutual interests of the 26 Alberta publicly funded post-secondary institutions that work independently while embracing the Campus Alberta six-sector model.

2013 Alberta College's & Institutes Faculty Association (AFICA) Newsletter

Information on the 2013 AFICA Newsletter was presented to the Board. The ACIFA Climate Survey results were highlighted.

1.4.2 Motion to adjourn Committee of the Whole and move into the Public Meeting of the Board.

MOTION 143-13/14: Moved by Jennifer Moore
That the Board adjourn the Committee of the Whole meeting.

CARRIED

The Board moved out of Committee of the Whole at 11:46 a.m. Archie Cunningham reassumed the Chair.

MOTION 144-13/14: Moved by Jennifer Moore
That the Board members return iPads to the College at the end of their term; IT will wipe out college information and the iPads will be returned to Board members. New technology will be given out to new Board members at the beginning of their term in accordance to IT recommendations.

CARRIED

2. Introduction of Guests

No guests

3. Presentations & Delegations

No presentations

4. Reports

4.1 President's Report: Ann Everatt

Ann Everatt presented the Board a report on community engagement activities, Campus Alberta business, Northern Lakes College business and Convocation 2014.

MOTION 145-13/14: Moved by Shona Hommy-Bugarin
That the Board accept the President's Report for information.

CARRIED

Recessed for lunch at 12:40 p.m.

Meeting reconvened at 1:30 p.m.

4.2 Academic Update: Madeline McVey

The Academic Update was presented to the Board.

MOTION 146-13/14: Moved by Odessa Ptashnyk
That the Board accept the Academic Update for information.

CARRIED

4.3 Corporate Services Report: Rob LeSage

Rob LeSage presented the Corporate Services report to the Board.

MOTION 147-13/14: Moved by Dan Fletcher
That the Board accept the Corporate Services Report for information.

CARRIED

5. In Camera Session

MOTION 148-13/14: Moved by Dan Fletcher
That the Board move in camera.

CARRIED

The Board moved in camera at 1:48 p.m.

MOTION 149-13/14: Moved by Joyce Boucher
That the Board move out of camera.

CARRIED

The Board moved out of camera at 2:46 p.m.

MOTION 150-13/14: Moved by Dan Fletcher
That the Board approve the Out of Country travel requests to attend the Agresso Conference.
CARRIED

MOTION 151-13/14: Moved by Dan Fletcher
That the Board change the Long Term Disability Plan status from an Approved Long Term Disability Plan to an Unapproved Long Term Disability Plan.
CARRIED

6. Business Arising-Ongoing

6.1 Third Reading of the 2012-2013 Annual Report: Ann Everatt

The Third Reading of the 2012-2013 Annual Report was presented to the Board with a request for approval.

MOTION 152-13/14: Moved by Sandra Willing
That the Board accept the Third Reading of the 2012-2013 Annual Report and approve the 2012-2013 Annual Report.
CARRIED

6.2 Second Reading of the 2014-2017 Comprehensive Institutional Plan: Ann Everatt

The Second Reading of the Comprehensive Institutional Plans was presented to the Board.

MOTION 153-13/14: Moved by Sandra Willing
That the Board accept the Second Reading of the 2014-2017 Comprehensive Institutional Plan.
CARRIED

6.3 Risk Management: Rob LeSage

The Risk Management report was presented to the Board. Discussions were held with questions and answers.

MOTION 154-13/14: Moved by Sandra Willing
That the Board accept the Risk Management report for information.
CARRIED

6.4 Logo and Brand: Brad Hestbak

Ongoing development of the Northern Lakes College logo visual identity and brand strategies were presented to the Board.

The College completed many focus group surveys to achieve feedback on the Northern Lakes College logo change and direction. The results from the surveys indicate that the logo change and direction are well received. Interview results of 46 out of 50 are in favor of the new logo change. Northern Lakes College is ready to change its logo and is working to have it changed in the fall of 2014.

External Relations is working to enhance Northern Lakes College's brand with the following: There will be a focus on improving the number of media releases; development and implementation of a comprehensive communication plan that correlates with Comprehensive Institutional Plan strategies is in progress; and the College website will be updated.

MOTION 155-13/14: Moved by Shona Hommy-Bugarin
That the Board accepts the ongoing development of the logo visual identity and brand strategies for Northern Lakes College.

CARRIED

7. Policy Review

7.1 Finance-Travel Expense, Hospitality and Public Disclosure Policy

The updated Finance-Travel Expense, Hospitality and Public Disclosure Policy was presented to the Board for approval.

MOTION 156-13/14: Moved by Sandra Willing
That the Board approve the updated Finance-Travel Expense, Hospitality and Public Disclosure Policy.

CARRIED

7.2 Finance-Management Endowments and Special Purpose Funds Policy

The updated Finance-Management Endowments and Special Purpose Funds Policy was presented for approval to the Board.

MOTION 157-13/14: Moved by Shona Hommy-Bugarin
That the Board approve the updated Finance-Management Endowment and Special Purpose Funds Policy.

CARRIED

7.3 Finance-Investments of Funds Policy

The updated Finance-Investments of Funds Policy was presented to the Board for approval.

MOTION 158-13/14: Moved by Dan Fletcher
That the Board approve the updated Finance-Investments of Funds Policy.

CARRIED

7.4 Finance-Honoraria Policy

The Finance-Honoraria Policy was presented to the Board with amendments

MOTION 159-13/14: Moved by Dan Fletcher
That the Board approve the amended Honoraria Policy.

CARRIED

8. Adjournment

MOTION 160-13/14: Moved by Sandra Willing
That the meeting adjourn.

CARRIED

The meeting was adjourned at 4:38 p.m.

9. The next meeting will be on Thursday, June 12, 2014 at the Wabasca Campus.