

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

April 11, 2014

10:00 a.m.

Grouard 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 (Teleconference)</i>	✓
Joyce Boucher – <i>Student-nominated Member</i>	
Odessa Ptashnyk - <i>Staff Association-nominated Member (Teleconference)</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>	
Maureen Samborski, <i>Secretary, President's Office</i>	✓

1. Opening

1.1 Call to Order: The meeting was called to order at 10:05 a.m. by the Chair, Archie Cunningham.

1.2 Adoption of Agenda

Add 7.3 Reports on Auditor Recommendation Expectation: Rob LeSage

MOTION 121-13/14: Moved by Wilf Willier
That the agenda for April 11, 2014 be adopted.
CARRIED

1.3 Acceptance of Minutes

MOTION 122-13/14: Moved by Sandra Willing
That the minutes of March 14, 2014 be accepted as presented.
CARRIED

1.4 Committee of the Whole

1.4.1 Motion to move into Committee of the Whole.

MOTION 123-13/14: Moved by Dan Fletcher
That the Board move in to Committee of the Whole meeting.
CARRIED

The Board moved in to Committee of the Whole at 10:15 a.m. Vice-Chair, Sandra Willing assumed the Chair.

Board Orientation Date

Discussion on a Board Orientation date centered on the questions of changes to the Post-Secondary Act and when a new Board Member would be appointed. It was agreed to bring this item back to the May Board Meeting.

Board Meeting Guidelines

“Parliamentary Procedure at a Glance” books were distributed to Board Members in attendance at the meeting. Maureen Samborski will send copies to members who were not in attendance. Archie Cunningham, Sandra Willing, Shona Hommy-Bugarin and Ann Everatt have put their names forward to form a committee to develop Northern Lakes College board meeting guidelines for discussion, revision, and approval. Board members with ideas should e-mail them to Ann Everatt.

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

MOTION 124-13/14: Moved by Wilf Willier
That the Board adjourn the Committee of the Whole meeting.

CARRIED

The Board moved out of Committee of the Whole at 10:30 a.m. Archie Cunningham reassumed the Chair.

2. Introduction of Guests

2.1 William Bedard, Senior Director, Finance Services

2.2 Lucinda Jenkins, Director, University Studies

2.3 Rachel Cripps, Museum Coordinator

3. Presentations & Delegations

3.1 University Studies: Lucinda Jenkins

MOTION 125-13/14: Moved by Sandra Willing
That the Board accept the University Studies presentation for information.

CARRIED

3.2 Museum: Rachel Cripps

MOTION 126-13/14: Moved by Wilf Willier
That the Board accept the Museum presentation for information.

CARRIED

4. Reports

4.1 President's Report: Ann Everatt

Ann Everatt presented the Board a report on community engagement activities, Campus Alberta business and NLC achievements.

MOTION 127-13/14: Moved by Dan Fletcher
That the Board accept the President's Report for information.

CARRIED

Recessed for lunch at 12:20 p.m.

Meeting reconvened at 1:10 p.m.

4.2 Academic Update: Ann Everatt

Ann Everatt presented the Academic Update to the Board on behalf of Madeline McVey, Vice-President, Academic.

MOTION 128-13/14: Moved by Sandra Willing
That the Board accept the Academic Update for information.

CARRIED

4.3 Financial Report: Rob LeSage

Rob LeSage presented the financial report to the Board.

MOTION 129-13/14: Moved by Wilf Willier
That the Board accept the Financial Report for information.

CARRIED

5. In Camera Session

MOTION 130-13/14: Moved by Dan Fletcher
That the Board move in camera.

CARRIED

The Board moved in camera at 1:30 p.m.

MOTION 131-13/14: Moved by Earl Laboucan
That the Board move out of camera.

CARRIED

The Board moved out camera at 2:20 p.m.

6. Business Arising-Ongoing

6.1 Second and Third Readings of the 2014-2015 Budget: Rob LeSage

The Second and Third Readings of the 2014-2015 Budget were presented to the Board with a request for approval.

MOTION 132-13/14: Moved by Earl Laboucan
That the Board accept the Second and Third Readings of the 2014-2015 Budget for information and approve the 2014-2015 Budget.

CARRIED

6.2 Second Reading of the 2012-2013 Annual Report: Ann Everatt

The Second Reading of the 2012-2013 Annual Report was presented to the Board.

MOTION 133-13/14: Moved by Sandra Willing

That the Board accept the Second Reading of the 2012-2013 Annual Report.

CARRIED

6.3 2014-2015 Tuition and Fees Update and Approval: Ann Everatt

The 2014-2015 Tuition and Fees update was presented to the Board with a request for approval.

MOTION 134-13/14:

Moved by Sandra Willing

That the Board approve the 2014-2015 Tuition and Fees as presented.

CARRIED

6.4 First Reading of the Comprehensive Institutional Plan: Ann Everatt

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

MOTION 135-13/14:

Moved by Sandra Willing

That the Board accept the First Reading of the Comprehensive Institutional Plan.

CARRIED

7. New Business

7.1 Audit Committee Governance Training for PSI Boards

Audit Committee Governance training will be offered in May 2014. The training is beneficial to audit committee members and board members of all post-secondary institutions. Two NLC Board of Governors, public members will attend the training session.

7.2 Public Agency Governance

Public Agency Governance training will be offered in May 2014. The training curriculum is tailored specifically to post-secondary institutions. Topics to be covered are: Trends in governance in the public sector in Alberta and across Canada; Current legislation and policy related to agency governance in Alberta; and Developing relationships and resources to support good governance now and in the future. Two NLC Board of Governors, public members will attend the training session.

7.3 Report on Auditor Recommendation Expectation: Rob LeSage

In 2013 Northern Lakes College had fourteen outstanding recommendations by the Office of the Auditor General (OAG). Six recommendations were completed by the end of 2013.

Of the eight remaining recommendations, five are expected to be signed off by OAG in the 2013-2014 audit. Two are still being pursued with some expectation of completion and one will not be achieved due to time constraints.

8. Policy Review

8.1 Copyright Compliance Policy

The Second Reading of the Copyright Compliance Policy was presented to the Board

MOTION 136-13/14: Moved by Wilf Willier
That the Board accept the Second Reading of the
Copyright Compliance Policy.
CARRIED

8.1.1 Copyright Compliance Policy

The Third Reading of the Copyright Compliance Policy was presented for approval to the Board.

MOTION 137-13/14: Moved by Dan Fletcher
That the Board accept the Third Reading of the
Copyright Compliance Policy and approve the
Copyright Compliance Policy.
CARRIED

8.2 Honorific Naming Policy

The Honorific Naming Policy was presented to the Board for approval with amendments.

MOTION 138-13/14: Moved by Sandra Willing
That the Board approve the amended Honorific
Naming Policy.
CARRIED

9. Adjournment

MOTION 139-13/14: Moved by Dan Fletcher
That the meeting adjourn.
CARRIED

The meeting was adjourned at 4:45 p.m.

10. The next meeting will be on Monday, May 12, 2014 at the Peace River Campus.