

 Northern  
Lakes  
College

## The Board of Governors of Northern Lakes College

**Peace River Campus, 12:45 p.m.**

<b>Governors</b>	
Archie Cunningham - <i>Public Member (Chair)</i>	✓
Ahmed (Andy) Assaf - <i>Public Member</i>	✓
Gerald Cunningham - <i>Public Member (Vice Chair)</i>	✓
Colin Kelly - <i>Public Member</i>	✓
Jennifer Moore - <i>Public Member</i>	✓
Wilf Willier - <i>Public Member</i>	✓
Sandra Willing - <i>Public Member</i>	✓
Scott Biggin - <i>Faculty Association-nominated Member</i>	✓
Jordan Koski – <i>Student-nominated Member</i>	✓
Colin Ross - <i>Staff Association-nominated Member</i>	✓
Rick Neidig - <i>President</i>	✓
<b>Staff</b>	
Madeline McVey, <i>Vice President, Academic</i>	✓
Lynne Haas, <i>Vice President, College Services</i>	✓
Rob Lesage, <i>Senior Director and Chief Financial Officer</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>	✓

**1.1 Call to Order:** The meeting was called to order at 1:00 p.m. by Chair Archie Cunningham.

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## **1.4 Motion to Move to Committee of the Whole**

**MOTION 134-11/12:** Moved by Wilf Willier  
That the Board move into Committee of the Whole.  
**CARRIED**

**The Board moved into Committee of the Whole at 1:02 p.m. Vice Chair Gerald Cunningham assumed the Chair.**

Governors considered implementing roundtable discussions at the end of each meeting in order to discuss important events and cover any matters not addressed during the meeting. The need for a meeting evaluation system was discussed. In addition, the implementation of a more comprehensive system for determining Board appointment recommendations to the Minister was explored.

**MOTION 135-11/12** Moved by Jennifer Moore  
That the Board move out of Committee of the Whole.  
**CARRIED**

**The Board moved out of Committee of the Whole at 1:27 p.m.**

**Archie Cunningham reassumed the Chair.**

## **2. Introduction of Guests**

**2.1** Ms. Amy Saitz, Programs Coordinator, Human Services Careers was introduced to the Board by the Chair.

## **3. Presentations:**

### **3.1 The Medical Receptionist Program: Amy Saitz**

Ms. Saitz spoke on the College's Medical Receptionist program and answered questions from Governors.

The Chair thanked Ms. Saitz for her informative presentation.

**MOTION 136-11/12** Moved by Colin Kelly  
That the Board receive Ms. Saitz' presentation on the Medical Receptionist program as information.

## **4. Reports**

### **4.1 President's Report: Rick Neidig**

The President reported that the auditors will return the week of June 18<sup>th</sup> to complete their work on the 2009-2010 audit. Preparation of the 2010-11 statement is proceeding well and the 2010-11 audit will occur in July. A trip to the Historical Village has been booked for students from John D'Or Prairie. This is the first off-reserve trip for this group. The newly-formed Peace River Community Education Committee (CEC) held their first meeting this month. Presentations to schools on

dual credit offerings are going well and 31 presentations have been conducted in 14 communities from February to June. On May 25<sup>th</sup>, a memorandum of understanding was signed with Northland School Division for collaborative delivery of dual credit first period welding at Loon Lake during the 2012-13 school year. The Seal Lake connector road maintenance agreement between the MD of Big Lakes and the Peavine Métis Settlement was announced at a Penn West High Prairie open house event. Mr. Neidig indicated that the Health Program Advisory Committee met on June 7<sup>th</sup> in Slave Lake, the Students' Association has recommended Jordan Koski's term as Governor be extended to July 31<sup>st</sup>, 2013, and that 35 people from Northwest Territories Aboriginal communities interested in the forest industry and pellet mills will be on a tour of the region arranged by the Woodland Operations Learning Foundation (WOLF) for early July. The Educational Development Centre has developed an online version of the Instructional Skills Workshop for sessional instructors and beginning faculty members. As funding for building upgrading has not yet been secured by the Chateh Band, initial program offerings in the community will utilize the facility as is. The building has been inspected for health and safety concerns. Instructors Ken McKen and Ken Melnyk accompanied welding students to the Provincial Skills Competition this month in Edmonton. David Geddes (secondary) placed 7<sup>th</sup> of 22 competitors, and Alex Plourde (post-secondary) finished 6<sup>th</sup> out of 11 competitors. Faculty made four presentations at the Alberta Colleges & Institutes Faculty Association (ACIFA) Conference in Jasper this month: Cindy Jenkins and Mary Lou Rich presented on the Community-based Teacher Education Program; Matt Murphy on the Mentorship of First-year University Studies Students; Judy Swift on Playful Living and Working, and Marc Bratt on Connecting with Online Learners." 115 registrants participated in the very successful annual Northern Lakes College Golf Tournament held on June 8<sup>th</sup>. The President informed the Board that the balanced 2012-2013 budget will result in a reduction in staff and low-enrollment programs. Loon River, Manning, and Swan Hills campuses are affected.

**MOTION 137-11/12**                      Moved by Wilf Willier  
That the Board accept the President's report as information.  
**CARRIED**

**The Board recessed for a short break at 2:35 p.m.**

**The meeting resumed at 2:50 p.m.**

## **5. Business Arising-Ongoing**

### **5.1 Fourth Quarter College Plan Achievements: Rick Neidig**

**MOTION 138-11/12**                      Moved by Andy Assaf  
That the Board accept the Fourth Quarter College Plan Achievements as information.  
**CARRIED**

## **6. New Business**

### **6.1 Event to Celebrate the Tolko Project: Rick Neidig**

It was agreed that a celebration will be scheduled during the last two weeks of September (pending dates that work for invited ministers).

## **7. Policy**

### **7.1 Gift Acceptance Policy (Revision): Rick Neidig**

After some discussion, it was agreed that a definition of “area of greatest need” should be added to the original policy, and that the consideration of the revised policy be tabled until the September Board meeting.

**MOTION 139-11/12** Moved by Jennifer Moore

That the Board table the revised Gift Acceptance policy until the September Board meeting.

**CARRIED**

### **7.2 Travel Policy (Revision and 2012-2013 Rates): Leigh Davies**

An additional clause dealing with the timely submission of expense claims and small adjustments to the rates in the policy were recommended.

**MOTION 140-11/12** Moved by Jennifer Moore

That the Board approve the revised Travel policy.

**CARRIED**

### **7.3 Student Fee Consultation Policy (Third Reading): Leigh Davies**

**MOTION 141-11/12** Moved by Gerald Cunningham

That the Board approve the proposed Student Fee Consultation policy for third reading.

**CARRIED**

**MOTION 142-11/12:** Moved by Gerald Cunningham

That the Board move in camera.

**CARRIED**

**The Board moved in camera at 3:37 p.m.**

**Scott Biggin and Colin Ross declared a conflict, and left the meeting at 4:00 p.m.**

**Scott Biggin and Colin Ross returned to the meeting at 4:18 p.m.**

**MOTION 143-11/12:** Moved by Gerald Cunningham

That the Board move out of camera.

**CARRIED**

**The Board moved out of camera at 4:19 p.m.**

**The meeting was adjourned at 4:20 p.m.**

**The annual President/CEO evaluation and Board self-evaluation meeting is tentatively scheduled for Thursday, September 6<sup>th</sup> at the Grouard Campus, beginning at 9:00 a.m.**

**The next regular monthly meeting of the Board will be held on September 19<sup>th</sup> in the Slave Lake campus Boardroom, beginning at 10:00 a.m.**