

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

March 20, 2012

Peace River Campus, 10:00 a.m.

Present:

Governors	
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>	✓
Staff	
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. Opening

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

1.2 Adoption of Agenda

MOTION 079-11/12: Moved by Gerald Cunningham
That the agenda for March 20, 2012 be adopted.
CARRIED

1.3 Acceptance of Minutes.

MOTION 080-11/12: Moved by Andy Assaf
That the minutes of February 21, 2012 be approved as presented.
CARRIED

1.4 Motion to Move to Committee of the Whole

MOTION 081-11/12 Moved by Jennifer Moore
That the Board move into Committee of the Whole.
CARRIED

The Board moved into Committee of the Whole at 10:08 a.m. Vice Chair Gerald Cunningham assumed the Chair.

Governors discussed the 2012-2015 College Plan, received a report from the Board Audit and Finance Committee Chair, Jennifer Moore, and discussed updated advocacy messaging.

MOTION 082-11/12 Moved by Colin Ross
That the Board move out of Committee of the Whole.
CARRIED

The Board moved out of Committee of the Whole at 11:05 a.m. Archie Cunningham reassumed the Chair.

**The Board recessed for lunch at 11:55 a.m.
The meeting resumed at 1:03 p.m.**

2. Introduction of Guests

2.1 Ms. Paula Carson, Director, University Transfer Programs

3. Presentations and Delegations:

3.1 University Transfer Programs: Paul Carson

The Director provided the Board with an overview of the College's University transfer programs.

4. Reports

4.1 President's Report: Rick Neidig

The President indicated to the Board that Council of Community Education Committees and Slave Lake Chamber of Commerce-sponsored visit by entrepreneur Chief Clarence Louie from Osoyoos during Lab Day was highly successful. The Chief spoke to students, staff and the general public during the afternoon, and at a reception in his honour in the evening. President Neidig reported that the College has been hosting magnetometers (which measure the earth's magnetic fields) for several years at its Slave Lake, Paddle Prairie, and Fort Vermilion campuses. A group of Japanese researchers visited the Fort Vermilion campus in February, and students assisted with equipment set up and take down. Trade seats were recently discussed with Apprenticeship representatives. Anticipated numbers for 2012-2013 are: Carpenter 36, Welder 48, Electrician 48, and Boom Truck 80. An additional Boom Truck program of 16 seats will be offered in conjunction with Keyano College in

April, 2013. The Slave Lake Childcare Society has consolidated its two daycare operations into one, and will no longer be occupying space at the Slave Lake campus. The recent review of the College's Practical Nurse program by the Canadian Practical Nursing Association has resulted in a recommendation by the review committee for the maximum five-year accreditation renewal. A number of new programs will be offered this fall. The new programs include: Early Childhood Education, the Water/Wastewater program, and Alberta Human Services has agreed to fund a Practical Nurse prep program which will give students Health Care Aide outcome plus the requirements to enter the Practical Nurse program.

MOTION 083-11/12: Moved by Gerald Cunningham
That the Board accept the President's Report as information.
CARRIED

MOTION 084-11/12 Moved by Gerald Cunningham
That the Board send a letter of commendation to the Dean of Health Careers and Program Development, congratulating her and her staff on attaining the maximum five-year accreditation for the College's Practical Nurse program.
CARRIED

5. Business Arising-Ongoing

5.1 2009-2010 Financial Statements: Rob Lesage

The Senior Director of Finance and CFO indicated that the Consolidated Financial Statements have been prepared and submitted to the Office of the Auditor-General and to Advanced Education and Technology. The statements were presented to the Board for information. Following the audit, Governors will subsequently be asked to approve the audited financial statements.

MOTION 085-11/12: Moved by Colin Ross
That the Board receive the 2009-2010 Consolidated Financial Statements as information.
CARRIED

5.2 College Long Service Awards and May Board Meeting: Leigh Davies

The Secretary invited Governors to attend the Long Service Awards at the Sawridge Hotel in Slave Lake Monday, May 14th. The May Board meeting will be held in the Boardroom of the Slave Lake campus on May 15th, beginning at 9:30 a.m.

6. New Business

6.1 2012 – 2013 Fees: Madeline McVey

The Vice President, Academic presented the proposed 2012-2013 fee schedule to the Board.

MOTION 086-11/12: Moved by Jennifer Moore
That the Board approve the 2012-2013 fee schedule as presented.
CARRIED

6.2 2012 – 2013 Rental Fees: Lynne Haas

The Vice President, College Services presented the proposed 2012 – 2013 rental fees.

MOTION 087-11/12: Moved by Andy Assaf
That the Board approve the 2012 – 2013 rental fees as presented.
CARRIED

6.3 First Reading 2012 – 2013 Budget: Lynne Haas and Madeline McVey

Ms. Haas and Ms. McVey presented the proposed budget for 2012 – 2013 to the Board for first reading.

MOTION 088-11/12: Moved by Gerald Cunningham
That the Board approve the 2012 – 2013 budget for first reading.
CARRIED

6.4 First Reading of the 2012 – 2013 Comprehensive Plan: Rick Neidig

Mr. Neidig presented the 2012 – 2013 Comprehensive Institutional Plan (formerly the Business Plan) to the Board.

MOTION 089-11/12: Moved by Colin Ross
That the Board approve the 2012 – 2013 Comprehensive Institutional Plan for first reading.
CARRIED

6.5 Board Finance and Audit Committee Name Change: Leigh Davies

In order to avoid confusion with the administration's Finance and Capital Committee, the Secretary suggested that the Board's Finance and Audit Committee name be changed to the Audit and Finance Committee.

MOTION 090-11/12: Moved by Colin Ross
That the name of the Board's Finance and Audit Committee be changed to the Audit and Finance Committee.
CARRIED

6.6 Out of Country Travel Request: Lynne Haas

The Association of Physical Plan Administrators has accepted a proposal by two employees to share the College's experiences in coping with the wildfire disaster in May, 2011, at an out of country conference in July.

MOTION 091-11/12: Moved by Andy Assaf
That the out of country travel request be approved as presented.
CARRIED

7. Policy Review

7.1 Student Fee Consultation Policy: Rick Neidig

The Board discussed incorporating a number of best practices into the draft policy.

MOTION 092-11/12: Moved by Andy Assaf
That the Board table the draft Student Fee Consultation policy until the April meeting.

CARRIED

7.2 Intellectual Property Policy (Second Reading): Leigh Davies

Governors agreed to drop clause 1. d) Instructional by-products.

MOTION 093-11/12: Moved by Colin Ross
That the Intellectual Property Policy be approved for second reading.

CARRIED

7.3 Charitable Contributions and Attendance at Partisan Political Fundraising Events Policy (Second Reading): Leigh Davies

MOTION 094-11/12: Moved by Gerald Cunningham
That the Charitable Contributions and Attendance at Partisan Political Fundraising Events policy be approved for second reading.

CARRIED

The Board recessed for a short break at 3:12 p.m.

The meeting resumed at 3:30 p.m.

MOTION 095-11/12: Moved by Andy Assaf
That the Board move in camera.

CARRIED

The Board moved in camera at 3:31 p.m.

MOTION 096-11/12: Moved by Jennifer Moore
That the Board out of camera.

CARRIED

The Board moved out of camera at 5:30 p.m.

MOTION 097-11/12: Moved by Scott Biggin
That the Administration negotiate a transfer of land and the Moosehorn Lodge building with the Municipal District of Big Lakes.

CARRIED

Governors agreed to have a face to face meeting on March 28th beginning at 1:00 p.m. at the Grouard campus, to discuss facilities priorities for the 2012 – 2015 Comprehensive Institutional Plan. The Audit Committee meeting will take place on the same date, beginning at 9:00 a.m. and concluding at 12:00 noon.

The meeting was adjourned at 5:45 p.m.

The next regular monthly meeting of the Board will be held on Tuesday, April 17th at the Grouard campus, beginning at 12:00 noon. (The Audit Committee will meet from 9:00 a.m. to 11:30 a.m.)