

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

November 15, 2011

Slave Lake 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 (By Teleconference)</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>	✓
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 10:14 a.m. by Chair Archie Cunningham.

**MOTION 031-11/12**

Moved by Sandra Willing

That the Board move into Committee of the Whole.

**CARRIED**

**The Board moved into Committee of the Whole at 10:15 p.m. Archie Cunningham chaired in the absence of the Vice Chair.**

**Scott Biggin joined the meeting at 10:18 p.m.**

Governors discussed their role as advocates for the College; they reviewed the mandate letters issued by Premier Redford to cabinet ministers; they discussed the provincial budget

online consultation, and they reflected on the Board's continuing interest in the promotion of smaller capital projects which serve a range of service needs in rural communities.

**MOTION 032-11/12**                      Moved by Andy Assaf  
That the Board move out of Committee of the Whole.  
**CARRIED**

**The Board moved out of Committee of the Whole at 11:00 a.m.**  
**Archie Cunningham reassumed the Chair.**

## **1.2 Adoption of Agenda**

**MOTION 033-11/12:**                      Moved by Wilf Willier  
That the agenda for November 15, 2011 be adopted.  
**CARRIED**

## **1.3 Acceptance of Minutes.**

### **1.3.1 October 25, 2011**

**MOTION 034-11/12:**                      Moved by Colin Kelly  
That the minutes of September 20, 2011 be approved as presented.  
**CARRIED**

## **2. Introduction of Guests**

**2.1** Ms. Cherie Friesen, WorkForce Development Coordinator was introduced to the Board.

## **3. Presentations and Delegations:**

**3.1** The Oilfield Operator Training Program (OOP): Cherie Friesen  
Ms. Friesen gave a presentation on the OOP, and answered questions on the program from Governors.

## **4. Reports**

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

President Neidig reported that the new Community Education Committee (CEC) in High Level met for the first time on November 8<sup>th</sup>. The attending members are from the Chinchaga Adult Learning Council, local school divisions, the High Level Students' Union, and the Town of High Level. The President commented that new funding for Water/Waste Water training programs should be available shortly. eCampus Alberta hosted its first Access Symposium since taking over from Alberta North. This year the Symposium was held in Edmonton. The symposiums allow Access Facilitators to gain a better understanding of their role, and provide an opportunity to participate in hands-on training. Mr. Neidig indicated that Mr. Peter Olynyk has been appointed project manager for the Gift Lake project. A project charter will be drafted by the end of November. First reading in Parliament has been given to Bill C265, the Canada Post Secondary Learning Act. One of the legislation's

objectives is to have a post-secondary funding transfer to the provinces that is separate from the current all-in-one social transfer. The President reported that the accounting firm hired to assist with the backlog of work on financial statements has made excellent progress, and draft financial statements will be ready shortly.

**MOTION 035-11/12:** Moved by Andy Assaf  
That the Board accept the President's Report as information.  
**CARRIED**

**4.2 First Quarter College (Business) Plan Achievements: Rick Neidig**  
The President reviewed the progress which has been made during the first quarter towards the goals stated in this year's College Plan.

**MOTION 036-11/12:** Moved by Wilf Willier  
That the Board accept the first quarter College Plan Achievements report as information.  
**CARRIED**

**The Board recessed at 11:35 a.m. and moved to the new Trades and Technology Centre for the official opening ceremony and lunch.**

**The meeting was reconvened at 1:40 p.m.**  
**Gerald Cunningham joined the meeting at this time.**  
**Jennifer Moore re-joined the meeting via teleconference.**

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

### **5.1 Board Retreat, December 5 – 7 in Peace River: Rick Neidig**

Governors were briefed on plans for their annual retreat. Members of the community at large and members of the College's Council of Community Education Committees (CCEC) have been invited to join the Board. The focus of this year's retreat is "Reinventing Community Engagement." Mr. Jim Brown, renowned governance expert and author of *The Imperfect Board Member* will act as facilitator for the retreat.

### **5.2 Draft Audit Committee Terms of Reference: Rick Neidig**

Governors reviewed the draft terms of reference for the Board's Audit Committee. Suggested changes will be incorporated, and the terms of reference will be presented for approval at the December meeting.

**MOTION 037-11/12:** Moved by Andy Assaf  
That the Board appoint Governors Jennifer Moore, Colin Kelly, and Gerald Cunningham as members of the Audit Committee.  
**CARRIED**

**6. New Business**

**6.1 The College Christmas Party: Leigh Davies**

Governors were invited to attend the annual College Christmas party, held in Slave Lake on December 9<sup>th</sup>.

**7. Policy Review**

The Donor Recognition policy, the Gift Acceptance policy, and the Honorific Naming of Facilities and Programs policy are currently being reviewed by the Senior Management Team and will be presented to the Board at a future meeting.

**The Board recessed at 2:50 p.m.**

**The meeting was reconvened at 3:00 p.m.**

**MOTION 038-11/12:** Moved by Sandra Willing  
That the Board move in camera  
**CARRIED**

**The Board moved in camera at 3:02 p.m.**

**MOTION 039-11/12:** Moved by Gerald Cunningham  
That the Board move out of camera  
**CARRIED**

**The Board moved out of camera at 3:50 p.m.**

**The meeting was adjourned at 3:52 p.m.**

**The next meeting will be held on Monday, December 19<sup>th</sup> at the Grouard campus, beginning at 10:00 a.m. The annual consultation with the Students' Association on next year's proposed fees will begin at 11:30 a.m. and will be followed by a joint luncheon.**