

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 15, 2011

Grouard Campus, 12:30 p.m.

#### Present:

<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>	✓
Victory Seatter - <i>Students' Association-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>	✓
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 12:47 p.m. by Chair Archie Cunningham.

**MOTION 076-10/11**

Moved by Jennifer Moore

That the Board adjourns to Committee of the Whole.

**CARRIED**

**The Board moved into Committee of the Whole at 12:48 p.m.**

**Vice Chair Gerald Cunningham assumed the Chair.**

**Colin Kelly joined the meeting at 1:08 p.m.**

**MOTION 077-10/11** 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 1:20 p.m.**  
**Archie Cunningham assumed the Chair.**

The Chair welcomed the newly appointed Students' Association-nominated Governor, Ms. Victory Seatter of Slave Lake.

The Committee of the Whole Chair reported to the Board that advocacy messages were recommended to the President, that the 2011-2014 Northern Lakes College Plan (formerly the Business Plan and the Institutional Access Plan) was reviewed in preparation for the Board meeting to follow, and Governors commended External Relations Director, Brad Hestbak for the high quality internal newsletter published by his department recently.

## **1.2 Adoption of Agenda**

**MOTION 078-10/11:** Moved by Gerald Cunningham  
That the agenda for March 15, 2011 be adopted with additions.  
**CARRIED**

## **1.3 Acceptance of Minutes.**

### **1.3.1 February 15, 2011**

**MOTION 079-10/11:** Moved by Colin Ross  
That the minutes of February 15, 2011 be approved.  
**CARRIED**

## **2. Introduction of Guests**

No guests were present.

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

No presentations or delegations were heard.

## **4. Reports**

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

President Neidig reported that the \$2,005,000 funding grant letter has been received for the new Gift Lake prototype campus. Thanks were expressed by Chair Archie Cunningham on behalf of the Board to the Gift Lake Development Corporation for their \$90,000 donation to the project.

All work for the \$1,430,000 Federal Knowledge Infrastructure Accountability funding is now complete. The cost over-run of \$77,536 will be applied against the College's Infrastructure Maintenance Program (IMP) grant.

The number of apprenticeship seats for 2011-12 has been confirmed. There will be 48 welding seats, 48 carpenter seats, and 80 boom truck seats. There will be 12 more electrician seats for a third period offering. Mr. Neidig indicated that Mr. Herb Zettel will join the College Services staff as Chief Financial Officer on April 4<sup>th</sup>. The Board will receive notice for full AUPE contract negotiations and wage reopener for the Faculty Association soon. The Faculty of Education at the U. of A. has confirmed it will support a head count of 30 Aboriginal Teacher Education students every three years.

Alberta North passed a motion to begin dissolution of the Society. The Alberta North programs will continue under eCampus Alberta auspices. The Employee Satisfaction Survey results were distributed to staff recently. The two Vice Presidents and managers have isolated five themes that need further discussion: leadership and supervision, accountability, teamwork/cooperation, internal communications, and improving employees' opportunities for growth. For the first time, the College will be hosting the Alberta Association of Colleges and Technical Institutes (AACTI) Council of Presidents meeting. It will be held at the Slave Lake campus on May 4<sup>th</sup> and 5<sup>th</sup>. The President invited Governors to attend the Annual Long Service Awards Banquet to be held in High Prairie on the evening of May 16<sup>th</sup>.

**MOTION 080-10/11:** Moved by Wilf Willier  
That the Board accept the President's Report as information.  
**CARRIED**

#### **4.2 College Second Quarter Financial Update: Rick Neidig**

The second quarter forecast was emailed to Governors, as it was not available for the February meeting. A small surplus is forecast.

**MOTION 081-10/11:** Moved by Colin Kelly  
That the Board accept the College second quarter financial update as information.  
**CARRIED**

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

#### **5.1 Finalizing Access to the Future Fund Spending: Brad Hestbak**

Additional donations totally approximately \$225,000 were received recently. The donations are eligible for matching from the 2010-11 Access to the Future allocation.

**MOTION 082-10/11:** Moved by Jennifer Moore  
That the Access to the Future Fund monies be applied to the Gift Lake Learning Centre Project.  
**CARRIED**

#### **5.2 Northwest Transition Assets: Rick Neidig**

The Board discussed the disposition of \$500,000 of unrestricted assets received during the Northwest transition in 2009-2010, which saw the College incorporate the Peace River and High Level areas into its service region. Governors indicated that in

the interest of fairness and to demonstrate the College's long-term commitment to these communities, restricting the use of these acquired assets to program and/or facility enhancements within these new areas was appropriate.

**MOTION 083-10/11:** Moved by Sandra Willing  
That the unrestricted assets of \$500,000 received as a result of the Northwest transition be restricted to expenditures for that region.

**CARRIED**

**5.3 Association of Canadian Community Colleges Conference: Leigh Davies**  
Governors received the updated conference program as information.

**5.4 Tuition Fee Adjustment: Rick Neidig**

A small adjustment in the tuition fees appearing in the proposed 2011-12 budget was necessary to keep all fees within the maximum allowable increase of 0.35%. Minor adjustments were also made to the Learning Resource Fee (LRF) for Power Engineering.

**MOTION 084-10/11:** Moved by Wilf Willier  
That the 2011-12 fee schedule be approved by the Board as adjusted.

**CARRIED**

## **6. New Business**

**6.1 Convocation Locations Review: Rick Neidig**

**MOTION 085-10/11:** Moved by Jennifer Moore  
That the Students' Association be consulted on the proposal that Peace River be included in the annual rotation of Convocation venues.

**CARRIED**

**The Board recessed at 3:25 p.m.**

**The Board reconvened at 3:42 p.m.**

**6.2 First Reading of the 2011-2012 Budget: Rick Neidig**

**MOTION 086-10/11:** Moved by Colin Kelly  
That the budget for the 2011-2012 operational year be accepted for first reading.

**CARRIED**

**6.3 First Reading of the 2011-2014 Northern Lakes College Plan: Rick Neidig**

**MOTION 087-10/11:** Moved by Gerald Cunningham  
That the 2011-2014 Northern Lakes College Plan be accepted for first reading.

**CARRIED**

**6.4 Discussion of change of venue for April Board Meeting: Leigh Davies**

**MOTION 088-10/11:** Moved by Scott Biggin  
That the April Board meeting be held at the Peace River campus on  
April 19<sup>th</sup>, beginning at 12:30 p.m.  
**CARRIED**

**7. Policy Review: Leigh Davies**  
**No policies were reviewed.**

**MOTION 089-10/11:** Moved by Wilf Willier  
That the Board move in camera.  
**CARRIED**

**The Board moved in camera at 3:36 p.m.**

**MOTION 090-10/11:** Moved by Wilf Willier  
That the Board move out of camera.  
**CARRIED**

**The Board moved out of camera at 4:40 p.m.**

**MOTION 091-10/11:** Moved by Scott Biggin  
That the Board pass Resolution 2011 03-15 for the sale of property.  
**CARRIED**

**The meeting was adjourned at 4:41 p.m.**

**The next regular meeting will be held at the Peace River campus on April 19<sup>th</sup>,  
beginning at 12:30 p.m.**