

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

January 18th, 2018

9:00 a.m.

High Level Campus

Present:

Governors	
Daniel Vandermeulen - <i>Public Member (Chair)</i>	√
Fern Welch - <i>Public Member</i>	√
Ray Stern - <i>Public Member</i>	√
Tim Murphy - <i>Faculty Association-nominated Member</i>	√
Edith Mackenzie – <i>Staff Association-nominated Member (via teleconference)</i>	√
Candice Calliou – <i>Public Member</i>	√
Gloria Fierro – <i>Student nominated Member (via teleconference)</i>	√
Inier Cardinal – <i>Public Member</i>	X
Marie Dyck – <i>Public Member</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>	√
Bruce D’Sena, <i>Chief Information Officer</i>	√
Lisa Richard, <i>Executive Assistant Board of Governors</i>	√
Guests	
Alexis Thunder, <i>NLCSA President</i>	√
Wynne Loyie, <i>NLCSA Vice President Slave Lake Campus</i>	√
Trina Genowish, <i>Business Manager NLCSA</i>	√
Cyndy Lorincz, <i>Dean Student Services</i>	√

1. Opening

1.1 Confirm Quorum: Quorum established

1.2 Call to Order: The meeting was called to order at 9:04 a.m. by the Chair, Daniel Vandermeulen.

1.3 Conflict of Interest: No conflict was declared.

2. Consent Items:

2.1 Adoption of Public Meeting Agenda

No additions or deletions

MOTION 032-17/18: Moved by **Ray**
That the agenda for January 18th, 2018 be adopted.
CARRIED

2.2 Acceptance of Minutes

The December 13th, 2017 Minutes were accepted.

MOTION 033-17/18: Moved by **Fern**
That the December 13th, 2017 Minutes be accepted.
CARRIED

3. Reports

3.1 Board Chair's Report: Daniel Vandermeulen

The Board Chair's report was presented to the Board. Highlights include the Board Chair's reappointment for an additional 3-year term.

3.2 President's Report: Ann Everatt

The President's report was presented to the Board. Amendment to the President's handout includes: Northern President's meeting was held on Dec 12, 2017 between Northern Lakes College, GPRC, Lakeland College and Keyano College. Portage College was unable to attend.

3.3 Risk Management Report: Rob LeSage, Bruce D'Sena

The Risk Management report was presented to the Board

3.4 High Prairie Campus Construction Committee Update: Ray Stern

The High Prairie Campus Construction Committee was presented to the Board.

Highlights include:

- The Architectural Firm and Construction Firm have been selected
- Board Committee members have attended several visioning and design meetings with the Architectural Firm.
- Architectural Firm has met with the School Divisions (visioning sessions)
- Public Information session has been scheduled for Jan 31st in High Prairie.

3.5 Economic & Social Impact: Ann Everatt

President reported on Economic and Social Impact

3.6 Post Secondary Collaboration: Ann Everatt

Post-Secondary Collaboration was discussed with the Board

3.6.1 Kayas College

There has been a change of leadership at Kayas College; NLC representative will reach out to continue collaboration efforts.

3.6.2 Lakeland College

The Practical Nursing Program offered in collaboration between Lakeland College and NLC is doing very well with a current waitlist for entrance into the program. Collaboration continues with Lakeland College with the potential to partner on Environmental Technology programs.

3.6.3 King's University

Presidents from both Institutions met with the Deputy Minister on December 7th to discuss collaboration efforts.

3.6.4 Athabasca University

Collaboration discussions are ongoing. Board members reviewed a draft MOU between NLC and AU. Board Members are asked to review and provide the President with suggestions/feedback. Action: Bring back to the next meeting

3.6.5 Portage College

Collaborating to bring in a culinary arts program.

4. Committees

The Board broke away into Committees

5. Lunch

6. Business:

6.1 Audit & Finance Committee Report: Ray Stern

Ray provided an overview of the Audit and Finance Committee. Highlights include:

- RBC investment report for the year ending December 31st, 2017
 - Recommendations regarding policy change will be discussed and brought forward to the next board meeting.
 - Investment of funds falling outside the acceptable risk level as per College policy have been rectified.
- Annual Information Technology report for 2017
- Presentation on budget 2018 progress
- Audit Findings update
 - 1 recommendation; 3 observations.
- Legislative Compliance Report
- FIRS (Financial Information Reporting System) Update
- Audit & Finance Terms of Reference – annual review

6.1.1 Audit & Finance Committee TOR

MOTION 034-17/18: Moved by **Ray**
That the Audit & Finance Committee terms of reference be accepted with amendments.
CARRIED

6.1.2 Land Acquisition

Recommendation made for the High Prairie Campus Construction Committee to proceed in purchasing 1.5 acres of land adjacent to the new High Prairie Campus located on 58th Avenue.

MOTION 035-17/18: Moved by **Ray**
That the High Prairie Campus Construction Committee proceed with purchasing 1.5 acres of land adjacent to the new High Prairie Campus Build site located on 58th Avenue.
CARRIED

6.2 Programs & Services Committee Report:

Fern provided an update on the Programs and Services Committee. Highlights include:

- University Studies numbers are increasing (higher than projected)
- Practical nurse program currently has 100 students on the waiting list; Program is looking at increasing capacity to accommodate the need
- 1372 registered NLC students (as at Jan 18th) in total.
- Conversion rates overview
- Application fee discussion.
- ESAC 2017 Annual Report
- Presentations on: Early Learning and Child Care, Advanced Care Paramedic, Primary Care Paramedic, Addiction Services Worker, Practical Nurse Entrance Requirements.

6.2.1 Advanced Care Paramedic Upgrading Program

MOTION 036-17/18: Moved by **Fern**
That the Advanced Care Paramedic Upgrading Program be approved.
CARRIED

6.2.2 Primary Care Paramedic Upgrading Program

MOTION 037-17/18: Moved by **Fern**
That the Primary Care Paramedic Upgrading Program be approved.
CARRIED

6.2.3 Addiction Services Worker – Suspension

MOTION 038-17/18: Moved by **Fern**
That the Addictions Services Worker program be suspended effective June 30, 2018.
CARRIED

6.2.4 Practical Nurse Entrance Requirements

MOTION 039-17/18: Moved by **Fern**
That the Practical Nurse entrance requirements be approved.
CARRIED

6.3 Roles & Mandate

Members reviewed the updated Roles & Mandates document. This will be submitted to the Minister's office for feedback and recommendations prior to the end of January.

MOTION 040-17/18: Moved by **Marie**
That the Roles and Mandates document be submitted to the Ministry for recommendation.
CARRIED

6.4 Native Cultural Arts Museum

Members were provided with an overview of the Native Cultural Arts museum. In response to the truth and reconciliation calls for action, the museum has taken on additional roles and responsibilities. **Action: Vice President, Academic to bring back new governance structure and overview of museum programming to the next meeting.**

MOTION 041-17/18: Moved by **Tim**
That the Board of Governors of Northern Lakes College assume full responsibility of the Native Cultural Arts Museum and its activities.
CARRIED

6.5 1st Tuition/Fees Consult - NLCSA

Northern Lakes College Students' Association (NLCSA) presented the 1st tuition fee consultation with the Board of Governors on instructional and non-instructional fees. The second consult will occur in February.

Vice President, Academic provided an overview on changes made to the fee recommendation. Results of the NLCSA survey submitted to their membership were discussed with the Board.

6.6 2018-2019 Fee Recommendation 1st Reading

Tuition fees remain frozen for 2018-19. Members reviewed the Learning Resource Fee. The Students' Association survey indicates 50% in support of the current LRF rates; 17% felt that the LRF rates were not appropriate for their course

MOTION 042-17/18: Moved by **Ray**
That the Board of Governors accept the 2018-2019
Fee Recommendation 1st Reading.
CARRIED

6.7 Information Session – HP Campus

Board members are encouraged to attend the High Prairie Campus Public Information Session on January 31st in High Prairie. Calendar invites have been sent out to all members with additional information.

7. Policies

None at this time

8. Next Agenda:

3.9 High Prairie Campus Committee

4.1 Audit and Finance Committee

4.2 Program and Services Committee

7.1 Policy Review

9. In Camera Session

None at this time.

The meeting adjourned January 18th, 2018 at 3:00 P.M.