

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

March 22nd, 2018

10:00 a.m.

Wabasca Campus

Present:

Governors	
Daniel Vandermeulen - <i>Public Member (Chair)</i>	√
Fern Welch - <i>Public Member</i>	√
Ray Stern - <i>Public Member</i>	X
Tim Murphy - <i>Faculty Association-nominated Member</i>	√
Edith Mackenzie – <i>Staff Association-nominated Member</i>	X
Candice Calliou – <i>Public Member</i>	X
Gloria Fierro – <i>Student nominated Member</i>	√
Inier Cardinal – <i>Public Member (teleconference)</i>	√
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	
Sergey Semagin, <i>Senior Director Finance</i>	√

1. Opening

1.1 Confirm Quorum: Quorum established

1.2 Call to Order: The meeting was called to order at 10:00 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

Addition to the agenda includes: (6.5) Meeting Locations; (6.6) Mileage Claims.

MOTION 049-17/18: Moved by **Tim**
That the agenda for March 22nd, 2018 be adopted as amended.
CARRIED

2.2 Acceptance of Minutes

The February 15th, 2018 Minutes were accepted as presented.

MOTION 050-17/18: Moved by **Marie**
That the February 15th, 2018 Minutes be accepted.
CARRIED

3. Reports

3.1 Board Chair's Report: Daniel Vandermeulen

The Board Chair's report was presented to the Board.

3.2 President's Report: Ann Everatt

The President's report was presented to the Board.

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:

The Board Chair presented the High Prairie Campus Construction Committee update. Highlights include:

- Land transfer & zoning update
- Geotechnical work on College land
- Clark Builder's cost analysis
- Value Scope meetings – March 23rd

3.5 Economic & Social Impact: Ann Everatt

President reported on Economic and Social Impact. CCI Presidents are currently working together on developing a Provincial impact study.

3.6 Post Secondary Collaboration: Ann Everatt

Post-Secondary Collaboration was discussed with the Board

3.6.1 Kayas College

Northern Lakes College representatives continue to reach out to Kayas College, to discuss collaboration with their new leadership.

3.6.2 Lakeland College

The Practical Nursing Program offered in collaboration between Lakeland College and NLC continues to do very well. Collaboration continues with Lakeland College to partner on Environmental Technology programs. New collaboration efforts include working together on a new trades model for the north.

3.6.3 King's University

Presidents from both Institutions have held several meetings with the Deputy Minister, Advanced Education to discuss collaboration efforts on offering a Bachelor of Education.

3.6.4 Athabasca University

Collaboration discussions are ongoing. Board members were provided with a draft MOA for review.

3.6.5 Portage College

Collaborating on a new Trades model for the north, Student Information System model and discussions around administrative functions.

4. Committees

The Board broke away into Committees

5. Lunch

6. Business:

6.1 Audit & Finance Committee Report: Ray Stern

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

- Corporate Services Report
- IT Services Report
- Risk Report
 - Accounts Receivable – aging report
 - High Prairie Construction Funding report
- Budget 1st Reading
- Review of Uncommitted Funds, cash
- Review of status of Audit Recommendations/Observations

6.1.1 2018/19 Operating and Capital Budget 1st Reading

The 2018/19 Operating and 2018/19 Capital budget were presented to the Board for 1st reading.

MOTION 051-17/18:

Moved by Inier

That the Board approve the 2018/19 Operating Budget and 2018/19 Capital Budget 1st Reading

CARRIED

6.2 Programs & Services Committee Report:

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

- Academic Report
- Enrollment Report
- Risk Management Report
- Student Analytics
- Academic Council Minutes (Nov, Dec, Jan)
- Plus One

6.3 2018-2021 Comprehensive Institutional Plan 1st Reading

Ann provided an overview of the goals outlined in the 2018-2021 Comprehensive Institutional Plan.

1. Enhance our learners' experience through relevant, high quality and affordable distance programs and learner support services.
2. Coordinate with Campus Alberta and other regional learning organizations to promote access and learning pathways for dual credit and adult learners.
3. Update and enhance our Student Information System and Learning Management Systems to ensure quality program and service delivery
4. Enhance community and industry partnerships throughout our service region to ensure accessibility and high quality post-secondary education.
5. Ensure accountability, fiscal prudence and organizational sustainability by exploring strategic collaborative initiatives.

MOTION 052-17/18:

Moved by Tim

That the Board approve the 2018-2021

Comprehensive Institutional Plan 1st Reading

CARRIED

6.4 Facilities Master Plan 1st Reading

Rob provided an overview of the Facilities Master Plan. Members are encouraged to supply any feedback regarding the Facilities Master Plan for incorporation prior to the next reading.

MOTION 053-17/18:

Moved by Inier

That the Board approve the Facilities Master Plan

1st Reading

CARRIED

6.5 Meeting Location

Recommendation was made to consider reducing travel distances for meetings during winter months. The 2018-2019 meeting schedule will take this into consideration. A draft schedule will be brought forward for discussion at the next meeting.

6.6 Mileage Claim

Members discussed the College mileage rate. Rates will be included for discussion/approval as part of the Travel Expense, Hospitality and Public Disclosure Policy coming before the board next month.

7. Policies

7.1 Out of Country Travel Policy – 1st Reading

Members reviewed the Out of Country Travel Policy brought forward for reaffirmation.

MOTION 054-17/18: Moved by Fern
That the Board approve the Out of Country Travel Policy for reaffirmation.
CARRIED

7.2 Drug & Alcohol Policy – 1st Reading

Members reviewed the new Drug & Alcohol Policy brought forward for 1st reading.

MOTION 055-17/18: Moved by Tim
That the Board approve the Drug & Alcohol Policy 1st Reading
CARRIED

7.3 Student Fee Consultation Policy – 1st Reading

Members reviewed the Student Fee Consultation Policy brought forward for reaffirmation

MOTION 056-17/18: Moved by Marie
That the Board approve the Student Fee Consultation Policy for reaffirmation.
CARRIED

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.

10. Correspondence

Gloria provided an overview of the NLCSA Fee Increase, presented as information.

The meeting adjourned March 22nd, 2018 at 3:01pm.