

#### 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.

#### Vision Statement

Northern Lakes College will be recognized as a first-choice community-based college with the most accessible programs and services in Alberta.



## MINUTES

### The Board of Governors of Northern Lakes College

January 24, 2019

9:00 a.m.

Slave Lake Campus, 1201 Main St. S.E., Room A150 (Council Chambers)

#### Present:

Governors	
Daniel Vandermeulen - <i>Public Member (Chair)</i>	✓
Fern Welch - <i>Public Member</i>	X
Ray Stern - <i>Public Member</i>	✓
Tim Murphy - <i>Faculty Association-nominated Member</i>	✓
Edith Mackenzie – <i>Staff Association-nominated Member</i>	✓
Candice Calliou – <i>Public Member</i>	X
Gloria Fierro – <i>Student nominated Member</i>	✓
Inier Cardinal – <i>Public Member</i>	X
Marie Dyck – <i>Public Member</i>	✓
Ernst (Ernie) Grach – <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>	✓
Tracey Solcan, <i>Executive Assistant, Board of Governors</i>	✓
Guests	
Cyndy Lorincz, <i>Dean, Student Services</i>	✓
Lynette Lambert, <i>Vice President, NLCSA</i>	✓
Bo Sound, <i>NLCSA Treasurer</i>	✓
Paul Chaulk, <i>Senior Director, Facilities &amp; Ancillary Services</i>	✓
Brian Stephenson, <i>JRL Development Corp.</i>	✓

#### 1. Opening:

##### 1.1 Confirm Quorum: Quorum established

**1.2 Call to Order:** The meeting was called to order at 9:15 a.m. by Chair, Daniel Vandermeulen.

**1.3 Conflict of Interest:** No conflict was declared.

## **2. Consent Items:**

### **2.1 Adoption of Public Meeting Agenda**

Amendments to the agenda: No report on Item 3.3 as will be included with 6.2 High Prairie Campus Construction Committee Presentation

**MOTION 061-18/19:** That the agenda for January 24, 2019 be adopted as amended.  
Moved by Ernie.  
CARRIED

### **2.2 Acceptance of Minutes**

The December 20, 2018 minutes were reviewed for any errors or omissions.

**MOTION 062-18/19:** That the December 20, 2018 minutes be accepted as presented.  
Moved by Ernie  
CARRIED

## **3. Reports:**

### **3.1 Chairmans' Report: Daniel Vandermeulen**

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

- Meetings with President
- High Prairie Campus Construction Committee Meeting
- Presentation to Big Lakes County

### **3.2 Presidents' Report: Ann Everatt**

The President's report was presented to the Board.

### **3.3 High Prairie Campus Construction Committee Report: Ray Stern**

Included in 6.2 High Prairie Campus Committee Presentation per approved agenda.

#### **3.3.1 Driftpile Campus Diagrams & MOU**

Ray presented and spoke to the Driftpile Campus Diagrams and the Memorandum of Understanding with Driftpile First Nations.

**MOTION 063-18/19:** To approve presented Driftpile Campus Diagrams and proceed with financial estimates and associated planning.  
Moved by Ray  
CARRIED

**MOTION 064-18/19:** To approve in principle the non-binding Memorandum of Understanding with Driftpile First Nations.  
Moved by Ray  
CARRIED

### **3.4 Council of Community Education Committee Report**

The Council of Community Education Committee Report to the Board.

**3.4.1** Council of Community Education Committee Minutes Draft – December 5, 2018

### **3.5 Risk Management Report: Robert LeSage & Bruce D’Sena**

The Risk Management Report was presented to the Board.

**MOTION 065-18/19:** Approve High Prairie Campus Construction Committee to provide Clarks Builders with approval to move forward with tendering.  
Moved by Ray  
CARRIED

### **3.6 Post-Secondary Collaborations: Ann Everatt - Tabled**

The Post-Secondary Collaboration Report was presented to the Board.

## **4. Committees**

The Board broke away for committee meetings at 11:07 a.m.

## **5. Lunch: 12:00 p.m. -12:30 p.m.**

**The Board meeting resumed at 12:59 p.m.**

## **6. Business:**

### **6.1 1<sup>st</sup> Tuition and Fees Consultation – Northern Lakes College Student Association**

Northern Lakes College Students’ Association (NLCSA) presented the 1<sup>st</sup> Tuition and Fees 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 focus group were discussed with the Board.

### **6.2 High Prairie Campus Construction Committee Presentation**

High Prairie Campus schematics and 3D rendering were presented to the Board.

### **6.3 Audit & Finance Committee Report**

Ray provided a report on the Audit & Finance Committee meeting.

- Moosehorn Lodge will be handed over to Ministry of Infrastructure if there are no interested parties.

- Committee made minor amendments to Terms of Reference. Audit & Finance Committee Terms of Reference were approved with amendments in session.

#### **6.4 Programs & Services Committee Report**

Ernie provided an update on the Programs & Services Committee meeting.

- Significant amount of post-secondary collaborations.
- Atikameg Campus health and safety deficiencies.

**MOTION 066-18/19:** Closure of Atikameg Campus until health & safety concerns are addressed and building is in full compliance with legislative requirements.  
Moved by Ernie  
CARRIED

Discussion was held by members of the Board regarding the management of compromised facilities in the future. Management has the authority to close a campus that is in violation of Occupational Health & Safety Legislation.

**MOTION 067-18/19:** Approval of Student Services – Admissions Policy.  
Moved by Ernie  
CARRIED

#### **6.5 2019-2020 Fee Recommendations – 1<sup>st</sup> Reading**

Tuition fees remain frozen for 2019-2020. Board members reviewed fee recommendations.

**MOTION 068-18/19:** That the Board of Governors accept the 1<sup>st</sup> Reading of the 2019-2020 Fee Recommendations.  
Moved by Ray  
CARRIED

#### **6.6 Moosehorn Lodge**

Moosehorn Lodge was discussed in the Audit & Finance Committee Report to Board of Governors.

#### **6.7 2019 – 2022 Comprehensive Institutional Plan Key Focus Areas**

Ann presented the 2019-2022 Comprehensive Institutional Plan Key Focus Areas for information to the Board of Governors.

##### **6.7.1 C.I.P Guidelines 2019-2022**

##### **6.7.2 C.I.P. Frequently Asked Questions**

**7. Policies:**

**7.1 Student Services – Admissions Policy**

Approved with Motion 066-18/19 as part of Programs & Services Committee Report.

**8. Next Agenda:**

The next meeting will be held in Grouard on February 21, 2019.

- Access Facilitators and role of same
- Community Education Committee attendance by Board

**9. In Camera Session**

No in camera session was required.

**10. Conclusion of Public Meeting**

**MOTION 069-18/19:** To conclude the January 24, 2019 public meeting of the Board of Governors for Northern Lakes College.  
Moved by Ray  
CARRIED

**The meeting adjourned January 24, 2019 at 3:13 p.m.**