

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

October 24, 2019

10:00 a.m.

A150 Council Chambers, Slave Lake Campus, 1201 Main St SE, Slave Lake, AB

Present:

Governors	
Daniel Vandermeulen - <i>Public Member (Chair)</i>	✓
Ray Stern - <i>Public Member</i>	
Fern Welch - <i>Public Member</i>	
Inier Cardinal - <i>Public Member</i>	
Marie Dyck - <i>Public Member</i>	✓
Ernst Grach - <i>Public Member</i>	✓
Candice Calliou - <i>Public Member</i>	
Tim Murphy - <i>Faculty Association-Nominated Member</i>	✓
Rachel Ouellette - <i>Staff Association-Nominated Member</i>	✓
Gloria Fierro - <i>Student Nominated 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>	✓
Diane Smith, <i>Executive Director, Student Services (via telephone)</i>	✓
Tracey Solcan, <i>Executive Assistant, Board of Governors</i>	✓
Guests	
Sergey Semagin, <i>Senior Director, Finance</i>	✓
Kelsey Gladue, <i>Student</i>	✓

1. Opening:

1.1 Confirm Quorum: Quorum established.

1.2 Call to Order: The October 24, 2019 public meeting of the Board of Governors was called to order at 10:01 a.m. by Chair, Daniel Vandermeulen.

1.3 Conflict of Interest: Chair, Daniel Vandermeulen called for declaration of conflict of interest. No conflict was declared.

2. Consent Items:

2.1 Adoption of Public Meeting Agenda

MOTION 016-19/20: That the agenda for the October 24, 2019 public meeting of the Board of Governors be adopted as presented.

Moved by Tim Murphy

CARRIED

2.2 Acceptance of Minutes

The September 19, 2019 minutes were reviewed for any errors or omissions.

MOTION 017-19/20: That the September 19, 2019 minutes of the public meeting of the Board of Governors be accepted as presented.

Moved by Ernst Grach

CARRIED

3. Reports:

3.1 Chairmans' Report: Daniel Vandermeulen

The Board Chairs' Report was presented to the Board of Governors. Highlights include:

- High Prairie Campus Construction
- Big Lakes County Cheque Ceremony
- Ministry of Advanced Education Conference Call – Budget
- Ministry of Advanced Education Meeting w/ President in Calgary
- Welcome of Kelsey Gladue, Student-nominated Member

3.2 Presidents' Report: Ann Everatt

The Presidents' Report was presented to the Board of Governors. Highlights include:

- Vice President, Academic, Madeline McVey has announced retirement

3.3 High Prairie Campus Construction Committee Report

The High Prairie Campus Construction Committee Report was included in the Chairmans' Report.

3.4 Council of Community Education Committee Report: Ann Everatt

The Council of Community Education Committee schedule was spoken to by President Ann Everatt. Next meeting of the Council of Community Education Committees is scheduled for December 4, 2019 in Peace River. Draft minutes for the Council of Community Education Committee Annual General Meeting and regular meeting from October 2, 2019 were reviewed.

3.5 Risk Management Report: Robert LeSage

The Risk Management Report was presented to the Board of Governors.

3.6 Post-Secondary Collaborations: Ann Everatt

The Post-Secondary Collaboration Report was presented to the Board of Governors. Highlights include:

- Aboriginal Teacher Education Program (ATEP) ends June 30, 2020
- Bachelor of Education with University of Calgary is in place for 2020-2024

3.7 Communication Plan

The Communication Plan was presented to the Board of Governors. Highlights include:

- Communications with Deputy Ministers and Assistant Deputy Ministers
- Communication with MLAs in our region

3.8 50th Anniversary

President Ann Everatt spoke to Northern Lakes College upcoming 50th anniversary. External Relations will present at the November 21, 2019 Board of Governors meeting.

Committees

Daniel Vandermeulen, Chair of the Board, spoke to a change in Committee membership. Daniel Vandermeulen and Gloria Fierro will now be part of the Audit and Finance Committee and Ray Stern will be part of the Programs and Services Committee. Kelsey Gladue will join the Programs and Services Committee for this Board of Governors meeting.

The Board broke away for committee meetings at 10:30 a.m.

Lunch: 12:30 p.m. -1:00 p.m.

The Board as a whole resumed meeting at 1:26 p.m.

6.1 Audit & Finance Committee Report

Marie Dyck provided a report on the Audit & Finance Committee meeting. Highlights include:

- Office of the Auditor General Report
- 2018-2019 Financial Statements
- Update on maintenance projects

6.1.1 2018-2019 Financial Statements

President Ann Everatt spoke to Northern Lakes College 2018-2019 financial statements.

MOTION 018-19/20: To approve the 2018-2019 financial statements for Northern Lakes College as presented.
Moved by Marie Dyck
CARRIED

6.1.2 Office of the Auditor General Exit Conference Report

President Ann Everatt spoke to the Office of the Auditor General Exit Conference Report for the 2018-2019 fiscal year.

MOTION 019-19/20: To approve the Office of the Auditor General Exit Conference Report as presented for the 2018-2019 fiscal year.
Moved by Marie Dyck
CARRIED

6.2 Programs & Services Committee Report

Tim Murphy provided a report on the Programs & Services Committee meeting. Highlights include:

- Plus 2 criteria for campus selection
- Trades and Pre-employment Trades presentation

MOTION 020-19/20: To recommend termination of the Community Health Program certificate due to low enrollment.

Moved by Tim Murphy
CARRIED

MOTION 021-19/20: To recommend termination of the Community Health Program diploma due to low enrollment.
Moved by Tim Murphy
CARRIED

MOTION 022-19/20: To approve recommendation of the Advanced Emergency Transport Medicine – Post Diploma Certificate.
Moved by Tim Murphy
CARRIED

6.3 Mandate Statement

President Ann Everatt presented the Mandate Statement to the Board of Governors following feedback from the Ministry of Advanced Education.

6.4 Annual Report – 2nd Reading

President Ann Everatt presented the 2018-2019 Northern Lakes College Annual Report to the Board of Governors for second reading.

MOTION 023-19/20: To approve the 2nd reading of the 2018-2019 Northern Lakes College Annual Report as presented.
Moved by Marie Dyck
CARRIED

6.5 Out of Country Travel Request - Hawaii

President Ann Everatt presented an Out of Country Travel Request for a conference in Hawaii.

MOTION 024-19/20: To approve the Out of Country Travel Request for the Hawaii International Conference on Education for Renee Tissink.
Moved by Marie Dyck
CARRIED

6.6 Out of Country Travel Request - Hawaii

President Ann Everatt presented an Out of Country Travel Request for a conference in Hawaii.

MOTION 025-19/20: To approve the Out of Country Travel Request for the Hawaii International Conference on Education for Rolan Tissink.
Moved by Marie Dyck
CARRIED

7. Policies:

7.1 Free Speech Policy

President Ann Everatt presented the Free Speech Policy to the Board of Governors for second reading. The policy has been amended to reflect recommendations by the Ministry of Advanced Education. The policy will be submitted to the Ministry to fall within the November 15, 2019 deadline.

MOTION 026-19/20: To approve the 2nd reading of the Free Speech Policy as presented.

Moved by Tim Murphy
CARRIED

7.2 Academic Designation Policy

President Ann Everatt presented the Academic Designation Policy to the Board of Governors for 3rd reading.

MOTION 027-19/20: To approve the 3rd reading of the Academic Designation Policy as presented.

Moved by Ernst Grach
CARRIED

7.3 Delegation of Authority: Programs and Services Policy

President Ann Everatt spoke to the Delegation of Authority: Programs and Services Policy, scheduled renewal, and amendments to the same. Further revisions are required.

7.4 Travel Expense, Hospitality and Public Disclosure Policy

President Ann Everatt spoke to the Travel Expense, Hospitality and Public Disclosure Policy, scheduled renewal and amendments to the same. Further revisions are required.

7. Next Agenda:

The next meeting will be held in Slave Lake on October 24, 2019.

- Annual Report – 3rd Reading
- Free Speech Policy – 3rd Reading
- Academic Designation Policy – 3rd Reading

8. In Camera Session

No in camera session was required for the October 24, 2019 meeting.

9. Conclusion of Public Meeting

MOTION 028-19/20: To conclude the October 24, 2019 public meeting of the Board of Governors for Northern Lakes College.

Moved by Tim Murphy
CARRIED

The meeting adjourned October 24, 2019 at 2:00 p.m.