

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

November 21, 2019

10:00 a.m.

Presidents Boardroom, Athabasca Campus, 1 University Drive, Athabasca, 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>	✓
Kelsey Gladue, <i>Student Nominated Member</i>	✓
Ann Everatt - <i>President and CEO</i>	✓
Staff	
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</i>	✓
Glenn Mitchell, <i>Acting Vice President, Academic</i>	✓
Tracey Solcan, <i>Executive Assistant, Board of Governors</i>	✓
Guests	
Valerie Tradewell, <i>Senior Director, External Relations</i>	✓

1. Opening:

1.1 Confirm Quorum: Quorum established.

1.2 Call to Order: The November 21, 2019 public meeting of the Board of Governors was called to order at 10:04 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 028-19/20: That the agenda for the November 21, 2019 public meeting of the Board of Governors be adopted as presented.

Moved by Tim Murphy

CARRIED

2.2 Acceptance of Minutes

The October 24, 2019 minutes were reviewed for errors or omissions.

MOTION 029-19/20: That the October 24, 2019 minutes of the public meeting of the Board of Governors be accepted with amendment to remove Ray Stern from Item 3.3.

Moved by Ernst Grach

CARRIED

3. Reports:

3.1 Chairmans' Report

The Chairmans' Report was presented to the Board of Governors by Chair of the Board, Daniel Vandermeulen. Highlights include:

- Meeting with Minister Advanced Education
- Budget; Campus Alberta Grant, Mackinnon Panel Report, Tuition
- Meeting with press
- Upcoming meeting with MLA Pat Rehn
- Postpone Board Retreat for December 18, 2019

3.2 Presidents' Report

The Presidents' Report was presented to the Board of Governors by President Ann Everatt.

Highlights include:

- Internal budget meetings
- Meetings with Assistant Deputy Minister
- Meetings with Deputy Minister
- Mandate Statement
- Key Performance Indicators
- Meetings with Post-secondary Institutions
- Student Tuition Fees

3.3 High Prairie Campus Construction Committee Report

The High Prairie Campus Construction Committee Report was presented to the Board of Governors by Ray Stern. Highlights include:

- Building progress
- Plus One – Driftpile Campus

3.4 Council of Community Education Committee Report

The Council of Community Education Committee report was presented to the Board of Governors by President Ann Everatt. Highlights include:

- Reschedule December 4, 2019 meeting to January 9, 2020

3.5 Risk Management Report

The Risk Management Report was presented to the Board of Governors by Vice President, Corporate Services and CFO, Robert LeSage.

3.6 Post-Secondary Collaborations

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

- Medicine Hat College
- Lakeland College
- Portage College
- University of Calgary

3.7 Communication Plan

The Communication Plan was presented to the Board of Governors by President Ann Everatt. Highlights include:

- Upcoming meeting with MLA Pat Rehn
- Meetings with Ministry of Advanced Education
- Mandate Statement

3.8 50th Anniversary

President Ann Everatt spoke to Northern Lakes College upcoming 50th anniversary. Valerie Tradewell, Senior Director, External Relations joined the meeting at 11:01 am and presented to the Board of Governors. Highlights include:

- 50th Anniversary Logo
- Special events & ideas

Valerie Tradewell exited the Board of Governors meeting at 11:23 am.

The Board broke away for committee meetings at 11:28 a.m.

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

The Board as a whole resumed meeting at 1:30 p.m.

6.1 Audit & Finance Committee Report

Marie Dyck, Chair, Audit & Finance Committee provided a report to the Board of Governors.

Highlights include:

- 2019-2020 Budget
- Facilities Projects; completed and in progress
- ICIP Grant Letters of Support
- Moosehorn Lodge
- IMP Funding

Janitorial Contract

Marie Dyck spoke to recommendation from Audit & Finance Committee for the Janitorial Contract for Northern Lakes College campuses. Contract clauses shall be reviewed to address topics brought forth from discussion. Janitorial contract shall be brought forth to December 19, 2019 meeting.

Northern Lakes College High Prairie Health Training Centre

Marie Dyck spoke to recommendation to Board of Governors to dispose of Northern Lakes College High Prairie Health Training Centre. NLC must obtain Order in Council for disposition and requires approval from Board of Governors to proceed with the same.

MOTION 030-19/20: To approve pursuit of Order in Council for disposition of the Northern Lakes College High Prairie Health Training Centre.
Moved by Marie Dyck
CARRIED

6.2 Programs & Services Committee Report

Fern Welch, Chair, Programs & Services Committee provided a report to the Board of Governors.

Highlights include:

- CALP Funding
- Computer Network Specialist Program
- Fox Creek Campus Request
- Program Evaluation Procedure
- Enrollment
- Student Food Pantry

MOTION 031-19/20: To amend Motion 010-19/20 to replace Cyndy Lorincz with Perry Thorbourne as appointment to Academic Council as a regular member.
Moved by Fern Welch
CARRIED

6.3 Annual Report – 3rd Reading

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

MOTION 032-19/20: To approve the 3rd reading of the 2018-2019 Northern Lakes College Annual Report as presented.
Moved by Ray Stern
CARRIED

6.4 Out of Country Travel Request

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

MOTION 033-19/20: To approve the Out of Country Travel Request for The Chair Academy for Matthew Oostvogels.
Moved by Ernst Grach
CARRIED

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

MOTION 034-19/20: To approve the Out of Country Travel Request for the CARE Conference for Jim Donaldson.
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 third reading. The policy has been submitted to the Ministry of Advanced Education in accordance with their timeline.

MOTION 035-19/20: To approve the 3rd reading of the Free Speech Policy as presented.
Moved by Ray Stern
CARRIED

7.2 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. The policy has been transferred to the December 19, 2019 Board of Governors meeting.

7. Next Agenda:

The next meeting will be held in High Prairie on December 19, 2019. The retreat for the Board of Governors scheduled for December 18, 2019 has been postponed.

- 2019-2022 Comprehensive Institutional Plan
- 1st Tuition and Fees Consultation with NLCSA

8. In Camera Session

To approve the public meeting of the Board of Governors to go in camera discuss 2019-2020 budget.

MOTION 036-19/20: To approve the public meeting of the Board of Governors to go in camera to discuss 2019-2020 budget.
Moved by Tim Murphy
CARRIED

The Board broke away for in camera session at 2:36 p.m.

The Board broke from in camera session at 3:30 p.m.

MOTION 037-19/20: To approve the public meeting of the Board of Governors to break from in camera session.
Moved by Fern Welch
CARRIED

9. Conclusion of Public Meeting

MOTION 038-19/20: To conclude the November 21, 2019 public meeting of the Board of Governors for Northern Lakes College.
Moved by Fern Welch
CARRIED

The meeting adjourned November 21, 2019 at 3:31 p.m.