

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

February 20, 2020

9:30 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>	
Vacant, <i>Student Nominated Member</i>	
Kelsey Gladue, <i>Student Nominated Member</i>	√
Ann Everatt - <i>President & CEO</i>	√
Staff	
Bruce D'Sena, <i>Chief Information Officer</i>	
Diane Smith, <i>Executive Director, Student Services</i>	√
Glenn Mitchell, <i>Vice President, Academic</i>	√
Sergey Semagin, <i>Executive Director, Finance Services</i>	√
Tracey Solcan, <i>Executive Assistant, Board of Governors</i>	√
Guests	
Lynette Lambert, <i>President, Northern Lakes College Student Association President</i>	√
Lindsey Orr-Anderson, <i>Northern Lakes College Student Association Security & Treasurer</i>	√
Patrick Meneen, <i>Northern Lakes College Student Association Representative</i>	√
Grant Calliou, <i>Northern Lakes College Student Association Vice-President</i>	√
Paul Chaulk, <i>Senior Director, Facilities and Ancillary Services</i>	√
Rachel Ouellette, <i>Acting Director, External Relations</i>	√

1. Opening:

1.1 Call to Order: The February 20, 2020 public meeting of the Board of Governors was called to order at 9:28 a.m. by Chair, Daniel Vandermeulen.

Fern Welch has announced her resignation as a public member of the Board of Governors of Northern Lakes College effective immediately. The written resignation of Ms. Welch was read by Chair, Daniel Vandermeulen.

1.2 Confirmation of Quorum: Quorum established.

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

2. Consent Items:

2.1 Adoption of Public Meeting Agenda

The February 20, 2020 agenda for the Board of Governors meeting was reviewed.

Motion 055-19/20: That the agenda for the February 20, 2020 public meeting of the Board of Governors be adopted with the addition of 3.9 BLIMS presentation and 3.10 Procurement Procedure.

Moved by Ray Stern

CARRIED

2.2 Acceptance of Minutes

The January 23, 2020 minutes for the Board of Governors meeting were reviewed for errors or omissions.

Motion 056-19/20: That the January 23, 2020 minutes of the public meeting of the Board of Governors be accepted as presented.

Moved by Tim Murphy

CARRIED

3. Reports:

3.1 Chairmans Report

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

- High Prairie Campus Construction Committee Meeting

3.2 Presidents' Report

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

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:

- Project is within budget and on schedule
- Plus One
- Plus Two

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:

- February 5, 2020 meeting in Slave Lake

- April 29, 2020 meeting in High Prairie
Draft minutes for the Council of Community Education Committee meeting from February 5, 2020 were reviewed.

3.5 Risk Management Report

The Risk Management Report was presented to the Board of Governors by President Ann Everatt.

Paul Chaulk, Senior Director, Facilities and Ancillary Services joined the public meeting of the Board of Governors at 9:58 a.m.

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
- Grande Prairie Regional College
- Portage College
- Athabasca University

3.7 Communication Plan

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

Highlights include:

- Meeting with MLA Pat Rehn held on January 24, 2020 at the Slave Lake campus

Rachel Ouellette, Acting Director, External Relations, joined the public meeting of the Board of Governors at 10:39 a.m.

3.8 50th Anniversary

Rachel Ouellette, Acting Director, External Relations, spoke to Northern Lakes College 50th anniversary. Highlights include:

- 50th Year Book
- 50th Year CTV Video
- Annual General Meeting
- 50th Anniversary Dinner & Dance
- Alumni

Rachel Ouellette, Acting Director, External Relations, left the public meeting of the Board of Governors at 10:54 a.m.

3.9 BIMS Presentation

Paul Chaulk, Senior Director, Facilities and Ancillary Services presented the BIMS design to the Board of Governors.

3.10 Procurement Procedure

Paul Chaulk, Senior Director, Facilities and Ancillary Services presented the procurement procedure to the Board of Governors for information. Highlights include:

- Bid security versus contract security
- Performance bonding and related solutions
- Contract initiation form proposal

Paul Chaulk, Senior Director, Facilities and Ancillary Services left the public meeting of the Board of Governors at 11:58 a.m.

Ernst Grach expressed regrets and left the public meeting of the Board of Governors at 12:00 p.m.

Northern Lakes College Student Association representatives Lynette Lambert, Grant Calliou, and Lindsey Orr-Anderson joined the meeting of the Board of Governors at 12:00 p.m.

6.1 Tuition and Fees Consultation with Northern Lakes College Students Association – Final

President Ann Everatt and Executive Director, Student Services, Diane Smith provided an overview on 2020-2021 tuition and fees proposed in accordance with Alberta Tuition Framework and determined by Alberta Advanced Education. Modifications were proposed to the Learning Resource Fee, addition of a technology fee, and addition of application fee.

Results of the NLCSA focus group were discussed with the Board of Governors.

6.2 2019-2020 Tuition & Fee Recommendations – Final Consultation

Executive Director, Student Services spoke to modifications to tuition and fees proposed in accordance with Alberta Tuition Framework and determined by Alberta Advanced Education. Modifications were proposed to the Learning Resource Fee, addition of a technology fee, and addition of application fee. Members of the Board of Governors reviewed fee recommendations.

Motion 057-19/20: To approve the final reading of the 2020-2021 Tuition & Fee recommendations as presented with support from the Northern Lakes College Student Association.
Moved by Tim Murphy
CARRIED

Northern Lakes College Student Association representatives Lynette Lambert, Grant Calliou, and Lindsey Orr-Anderson exited the meeting of the Board of Governors at 12:16 p.m.

Lunch: 12:17 p.m. -12:52 p.m.

The Board of Governors broke away for committee meetings at 12:53 p.m.

The Board of Governors as a whole resumed meeting at 2:48 p.m.

6.3 Programs & Services Committee Report

Ray Stern, Chair, Programs & Services Committee provided a report to the Board of Governors.

Highlights include:

- Guest speaker on Entrepreneurship – March 18 & 19, 2020
- Peer Helper Program
- Student Awards
- Enrollment Report
- Health Care Aide Program
- Mobile Trades Labs

Motion 058-19/20: To approve the termination of the Health Care Aide program for the end of the 2019-2020 academic year.
Moved by Tim Murphy
CARRIED

Motion 059-19/20: To approve the revised Government of Alberta Health Care Aide program for commencement in academic year 2020-2021.
Moved by Tim Murphy
CARRIED

Motion 060-19/20: To approve the Bachelor of Arts Degree proposal for submission to the Ministry of Advanced Education.
Moved by Marie Dyck
CARRIED

6.4 Audit & Finance Committee Report

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

Highlights include:

- Progress on Facilities projects
- Second quarter forecast

7. Policies:

7.1 Research Ethics Policy

President Ann Everatt spoke to renewal of the Research Ethics Policy and minor amendments to the same. Recommendation from Board of Governors to modify policy to remove “believes” in policy statement to include stronger terminology. Research Ethics Policy will be brought back to Board of Governors for approval.

7.2 Institutional Research Policy

President Ann Everatt spoke to renewal of the Institutional Research Policy and minor amendments to the same. Recommendation from Board of Governors to modify policy to remove “believes” in policy statement to include stronger terminology. Institutional Research Policy will be brought back to Board of Governors for approval.

7. Next Agenda:

The next meeting will be held in Grouard on March 19, 2020.

- 2019 – 2020 Budget – 1st Reading
- Office of the Auditor General Entry Meeting
- Research Ethics Policy
- Institutional Research Policy

Dana Hynes, Executive Director, Human Resources and Health & Safety joined the public meeting of the Board of Governors at 3:40 p.m.

Motion 061-19/20: To accept the Collective Agreement between the Faculty Association of Northern Lakes College and The Board of Governors or Northern Lakes College for July 1, 2019 to June 30, 2020.
Moved by Tim Murphy
CARRIED

8. In Camera Session

Motion 062-19/20: To approve the public meeting of the Board of Governors to discuss recruitment strategy for the position of President & CEO.
Moved by Tim Murphy
CARRIED

The Board broke away for in camera session at 3:50 p.m.

Dana Hynes, Executive Director, Human Resources and Health & Safety left the meeting of the Board of Governors at 4:50 p.m.

Motion 063-19/20: To approve the public meeting of the Board of Governors to break from in camera session.
Moved by Ray Stern
CARRIED

The Board broke from in camera session at 5:03 p.m.

9. Conclusion of Public Meeting

Motion 064-19/20: To conclude the February 20, 2020 public meeting of the Board of Governors for Northern Lakes College.
Moved by Ray Stern
CARRIED

The public meeting of the Board of Governors adjourned February 20, 2020 at 5:04 p.m.