

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

Wednesday, November 18, 2020

10:00 a.m.

Collaborate

Present:

Governors	
Daniel Vandermeulen, <i>Public Member (Chair)</i>	✓
Inier Cardinal, <i>Public Member</i>	-
Marie Dyck, <i>Public Member</i>	✓
Ray Stern, <i>Public Member</i>	✓
Vacant, <i>Public Member</i>	-
Vacant, <i>Public Member</i>	-
Vacant, <i>Public Member</i>	-
Tim Murphy, <i>Faculty Association Nominated Member</i>	✓
Vacant, <i>Staff Association Nominated Member</i>	-
Kayla French, <i>Student Nominated Member</i>	✓
Patrick Meneen, <i>Student Nominated Member</i>	✓
Glenn Mitchell, <i>President & CEO</i>	✓
Staff	
Vacant, <i>Vice President, Academic</i>	-
Diane Smith, <i>Executive Director, Student Services</i>	✓
Sergey Semagin, <i>Executive Director, Finance Services</i>	✓
Bruce D'Sena, <i>Chief Information Officer</i>	✓
Tracey Solcan, <i>Executive Assistant, President & CEO and Board of Governors</i>	✓

1. Opening:

1.1 Call to Order: The November 18, 2020 public meeting of the Board of Governors was called to order at 1:00 p.m. by Chair, Daniel Vandermeulen.

1.2 Confirmation of Quorum: Chair, Daniel Vandermeulen roll called for confirmation of quorum. Quorum was established.

2. Consent Items:

2.1 Adoption of Public Meeting Agenda

The November 18, 2020 agenda for the Board of Governors meeting was reviewed.

Motion 020-20/21: That the agenda for the November 18, 2020 public meeting of the Board of Governors be adopted as amended.
Moved by Tim Murphy
CARRIED

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

2.3 Approval of Public Meeting Minutes

The October 21, 2020 minutes for the public meeting of the Board of Governors were reviewed for errors or omissions.

Motion 021-20/21: The October 21, 2020 minutes of the public meeting of the Board of Governors be accepted as presented.
Moved by Ray Stern
CARRIED

3. Reports:

3.1 Chairman's Report

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

- Meeting with President
- High Prairie Campus Construction Committee
- Meeting with Chair, Board of Governors, Grande Prairie Regional College
- Alberta 2030 Round Tables

3.2 Presidents' Report

The Presidents' Report was presented to the Board of Governors by President Glenn Mitchell. Highlights include:

- High Prairie Campus Construction Committee
- Woodland Operations Learning Foundation (WOLF)
- Meeting with Town of Drayton Valley
- COPPOA
- CCC Presidents
- Vice President, Academic Competition
- Community Adult Learning Program (CALP) Grant Discussion
- Meeting with President, Norquest College
- Alberta 2030 Round Table
- Communications and planning with Portage College
- Tolko Industries
- Tuition & Fees discussion forthcoming with Northern Lakes College Student Association

3.3 High Prairie Campus Construction Committee

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

- Project is nearing completion and remains under budget
- Issues remain but are near resolve related to pressure concerns and exterior vane

3.4 Council of Community Education Committee

The Council of Community Education Committee report was presented orally to the Board of Governors for information. The next meeting of the Council of Community Education Committee is scheduled for December 2, 2020.

3.5 Risk Management Report

President Glenn Mitchell presented the Risk Management Report orally to the Board of Governors for information. Highlights include:

- Alberta 2030
- COVID-19; Northern Lakes College campuses will remain in Phase 2 for the January 2021 term

3.6 Collaborations

President Glenn Mitchell provide the Collaborations report orally to the Board of Governors for information. Highlights include:

- Town of Fox Creek; site preparations are underway
- Town of Drayton Valley
- Portage College

3.7 Media, Communications & External Relations

President Glenn Mitchell provided the Media, Communications & External Relations report orally to the Board of Governors for information. Highlights include:

- Media Releases distributed; Town of Fox Creek & Town of Drayton Valley
- Virtual Farewell; Retired President & CEO Ann Everatt
- High Prairie Campus Campaign

4. Business:

4.1 Audit & Finance Committee Report

Chair, Audit & Finance Committee, provided a report to the Board of Governors for information. Highlights include:

- 3 and 9 Forecast; Cashflow (Quarter 1); projected surplus for 2020-2021
- 2019-2020 Budget to Actual
- Investment Fund Policy Presentation
- Investments
- Site Environmental Assessment and Asset Retirement Obligations

Audit & Finance Committee recommended to the Board of Governors for approval of a transfer of funds from Raymond James Ltd. to Royal Bank of Canada.

Motion 022-20/21: To approve the transfer of funds upon Guaranteed Investment Certificate maturity from Raymond James to RBC Phillips, Hager & Norther Investment Counsel Inc.
Moved by Marie Dyck
CARRIED

4.2 Programs & Services Committee Report

Chair, Programs & Services Committee provided a report to the Board of Governors for information. Highlights include:

- Student Enrollment Numbers; Audited Learner & Enrollment Report

- Application Fee; recommendation will return to the Board of Governors for further discussion
- Remote AccuPlacer testing
- Program Advisory Committee
- Academic Council

4.3 Annual Report – Third and Final Reading

President Glenn Mitchell provided the 2019-2020 Annual Report for Northern Lakes College to the Board of Governors for approval. Minor amendments will be required as proposed by the Office of the Auditor General and have been provided orally to the Board of Governors for information. These amendments include minor grammatical changes and formatting to ensure cohesion throughout the document.

Motion 023-20/21: To approve the third and final reading of the 2019-2020 Northern Lakes College Annual Report as presented with minor amendments.
 Moved by Tim Murphy
 CARRIED

Paul Chaulk, Senior Director, Facilities and Ancillary Services joined the Board of Governors meeting as a whole at 2:33 p.m.

4.4 Plus Two Series

President Glenn Mitchell presented a report on options for the Plus Two Series to the Board of Governors for information. Highlights include:

- Facilities and Ancillary Services variables
- Programming variables
- Combined Ranking

Paul Chaulk, Senior Director, Facilities and Ancillary Services exited the Board of Governors meeting as a whole at 2:42 p.m.

5. Next Agenda

The next meeting will be held via Collaborate on Wednesday, December 16, 2020.

6. In Camera Session

No in camera session was required for the November 18, 2020 meeting of the Board of Governors.

7. Conclusion of Public Meeting

The public meeting of the Board of Governors adjourned November 18, 2020 at 2:44 p.m.