

#### 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, January 20, 2021

1:00 p.m.

Collaborate

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>	✓
Kyle Paulson, <i>Staff Association Nominated Member</i>	✓
Kayla French, <i>Student Nominated Member</i>	✓
Patrick Meneen, <i>Student Nominated Member</i>	✓
Glenn Mitchell, <i>Ex-Officio, President &amp; CEO</i>	✓
Executive Team	
Faisal Arain, <i>Vice President, Academic</i>	✓
Sergey Semagin, <i>Executive Director, Finance Services</i>	✓
Bruce D'Sena, <i>Chief Information Officer</i>	✓
Tracey Solcan, <i>Executive Assistant, President &amp; CEO and Board of Governors</i>	✓
Guests	
Paul Chaulk, <i>Senior Director, Facilities and Ancillary Services</i>	✓
Tammy Purchase, <i>Registrar</i>	✓
Lynette Lambert, <i>President, Northern Lakes College Student Association</i>	✓
Lindsey Orr-Anderson, <i>Treasurer, Northern Lakes College Student Association</i>	✓

### 1. Opening:

**1.1 Call to Order:** The January 20, 2021 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 performed roll call for confirmation of quorum. Quorum was established.

### 2. Consent Items:

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

The January 20, 2021 agenda for the Board of Governors meeting was reviewed. Item 4.6 Future Governance, Item 4.7 Governor Honorarium, and Item 4.8 Peerless Trout First Nation Campus Update were added to the agenda.

**Motion 034-20/21:** That the agenda for the January 20, 2021 public meeting of the Board of Governors be adopted as amended.  
Moved by Marie Dyck  
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 December 16, 2020 minutes for the public meeting of the Board of Governors were reviewed for errors or omissions.

**Motion 035-20/21:** The December 16, 2020 minutes of the public meeting of the Board of Governors are accepted as presented.  
Moved by Tim Murphy  
CARRIED

The January 6, 2021 minutes for the public meeting of the Board of Governors were reviewed for errors or omissions.

**Motion 036-20/21:** The January 6, 2021 minutes of the public meeting of the Board of Governors are accepted as presented.  
Moved by Marie Dyck  
CARRIED

## **3. Reports:**

### **3.1 Chairman's Report**

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

- January 6, 2021 Board of Governors meeting
- Meeting with NLC President Glenn Mitchell
- High Prairie Campus Construction Committee meeting
- Upcoming meeting with MLA Dan Williams

Public Member, Marie Dyck, provided the Board of Governors with information related to an Alberta 2030 Town Hall that was attended.

### **3.2 President's Report**

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

- Student Services Department
- 2021-2022 Budget
- Vice President, Academic
- Communications

### **3.3 High Prairie Campus Construction Committee Report**

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

- Committee has neared the end of function; wrap-up meeting is scheduled

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

The Council of Community Education Committee report was presented orally to the Board of Governors for information. Highlights include:

- Speaker Kendal Netmaker
  - Indigenous Entrepreneurship
  - World-Class Brand
  - Indigenous Leadership/The Leader Within
  - Indigenous Diversity & Inclusion
  - Indigenous Economic Development & Prosperity
  - Storytelling Secrets/Speak Like A Leader
- Chief Clarence Louie
  - Half-day Workshop
  - Workshop; topic to be determined
- First CCEC workshop had 80 participants
- Alberta 2030 Town Hall; CEC members were forwarded information on joining

The next meeting of the Council of Community Education Committee is scheduled for February 3, 2021.

### **3.5 Risk Management Report**

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

- COVID-19
- Alberta 2030
- Provincial Budget

### **3.6 Collaborations Report**

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

- Portage College
- Lakeland College

### **3.7 Media, Communications, & External Relations Report**

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

- 2020 Community Report
- High Prairie Campus Campaign
  - Community Foundation of Northwest Alberta Grant

## **4. Business:**

Northern Lakes College Student Association representatives President Lynnette Lambert and Treasurer Lindsey Orr-Anderson joined the meeting of the Board of Governors at 1:15 p.m.

Registrar Tammy Purchase joined the meeting of the Board of Governors at 1:15 p.m.

#### **4.1 Tuition & Fee Consultation with Northern Lakes College Student Association – Second**

President Glenn Mitchell and Registrar Tammy Purchase provided an overview on 2021-2022 tuition and fees proposed in accordance with the Alberta Tuition Framework and determined by Alberta Advanced Education. Modifications proposed were supported by the Northern Lakes College Student Association (NLCSA). Results of the NLCSA focus group were discussed with the Board of Governors.

#### **4.2 2020-2021 Fee Recommendations – Second and Final Reading**

President Glenn Mitchell and Registrar Tammy Purchase spoke to modifications to tuition and fees proposed in accordance with Alberta Tuition Framework and determined by Alberta Advanced Education. Modifications were proposed related to an increase in tuition. Members of the Board of Governors reviewed fee recommendations.

**Motion 037-20/21:** To approve the second and final reading of the 2021-2022 Tuition & Fee recommendations as presented.  
Moved by Tim Murphy  
CARRIED

Northern Lakes College Student Association representatives President Lynnette Lambert, and Treasurer Lindsey Orr-Anderson exited the meeting of the Board of Governors at 1:34 p.m.

Registrar Tammy Purchase exited the meeting of the Board of Governors at 1:34 p.m.

#### **4.3 Audit & Finance Committee Report**

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

- RBC Wealth Management Summary – Northern Lakes College Portfolio
- 2021-2022 Budget Preparation, Progress Report
- Expenditure by Category (FIRS)
- Asset Retirement Obligation
- Audit & Finance Committee Terms of Reference were reviewed
- Electrical Procurement

Senior Director, Facilities and Ancillary Services Paul Chaulk presented a summary on the Electricity Procurement Request for Proposal and subsequent results to the Audit & Finance Committee for review, discussion and recommendation to the Board of Governors for a motion. The consultant recommends a three-year term with an annual increase of approximately three to six percent (3-6%) increase and will be dependent on when this proposal reaches market leaving a small two-hour window of time to access rates. Highlights include:

**Motion 038-20/21:** To approve Northern Lakes College to enter in to an electricity supply agreement with a one to five year term that shall be between \$55.83 to \$70.00 megawatts per hour and permit the President & CEO to sign the agreement which may exceed his signing authority.  
Moved by Marie Dyck  
CARRIED

#### **4.4 Programs & Services Committee Report**

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

- Term 2 has commenced

- Enrolment Report
- Registrations reflect the same as last year at this time

#### **4.5 Public Member Recruitment and Appointment**

President Glenn Mitchell spoke to recruitment and appointment delays in relation to our Board of Governors. Currently, Northern Lake College Board of Governors has three vacant Public Member positions. There is potential for four more vacant Public Member positions between today and the end of July 2021. Discussion was held by the Board of Governors and members were encouraged to communicate with persons who may be interested in pursuing recruitment to pursue the recruitment process.

#### **4.6 Future Governance**

Ray Stern, Public Member, spoke to concerns related to future governance within our region and stakeholders and how this may be affected with the establishment of a “Super Board”. Discussion was held regarding reaching out to regional supports to ensure realistic representation is established on a “Super Board”. Discussion was held regarding reaching out to regional MLA’s and regional councils and municipalities for support in this endeavor.

#### **4.7 Governor Honorarium**

Marie Dyck, Public Member, spoke to the honoraria received by members of the Board of Governors. Discussion was held by the Board of Governors regarding the policy and potential changes. The Governance – Honoraria Policy will be brought to the February 18, 2021 meeting of the Board of Governors for review.

#### **4.8 Peerless Trout First Nation**

President Glenn Mitchell and Senior Director, Facilities and Ancillary Services Paul Chaulk spoke to recent communications with relevant parties as it pertains to developments with Peerless Trout First Nation, Government of Alberta, Federal Government and Northern Lakes College. To ensure transparency, the motion and resolution will be vetted by legal counsel to ensure transparency and the Board of Governors is proceeding in the most appropriate manner. The motion and resolution, upon receipt, will be distributed for movement by electronic communications and noted in the February 17, 2021 minutes of the meeting.

### **5. Next Agenda**

The next meeting will be held via Collaborate on Wednesday, February 17, 2021.

### **6. In Camera Session**

**Motion 039-20/21:** To approve the public meeting of the Board of Governors to go in-camera to discuss potential public member candidates.  
Moved by Tim Murphy  
CARRIED

**Motion 040-20/21:** To approve the public meeting of the Board of Governors to break from the in-camera session.  
Moved by Tim Murphy  
CARRIED

### **7. Conclusion of Public Meeting**

The public meeting of the Board of Governors adjourned January 20, 2021 at 4:01 p.m.