



Northern Lakes College Board of Governors

Public Meeting Minutes

May 19, 2021

Collaborate

Governors	
Daniel Vandermeulen, <i>Public Member (Chair)</i>	✓
Glenn Mitchell, <i>President & CEO</i>	✓
Ray Stern, <i>Public Member (Vice Chair)</i>	-
Barb Hatch, <i>Public Member</i>	✓
Ivan Sawan, <i>Public Member</i>	-
Darrell Ghostkeeper, <i>Public Member</i>	✓
Lucille Labrecque, <i>Public Member</i>	✓
Treena Ward, <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>	✓
Resource Team	
Faisal Arain, <i>Vice President, Academic</i>	✓
Sergey Semagin, <i>Executive Director, Finance Services</i>	✓
Tracey Solcan, <i>Executive Assistant, President & CEO and Board of Governors</i>	✓
Guests	
Rachel Ouellette, <i>Director, External Relations, Marketing and Communications</i>	✓
Jessica Van Hoek, <i>Marketing Officer</i>	✓

1. Opening:

1.1 Call to Order: The May 19, 2021 public meeting of the Board of Governors was called to order at 2:00 p.m. by Chair, Daniel Vandermeulen.

Northern Lakes College respectfully acknowledges that we are located on Treaty 8 territory, and Métis Nation of Alberta Regions 5 and 6, traditional lands of First Nations and Métis Peoples.

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

2. Consent Items:

June 2, 2021 the following motion was made and supported by the Board of Governors as a whole via e-mail and therefore shall be reflected in the minutes of the May 19, 2021 meeting for transparency.

Motion 070/20-21 That the Board of Governors approve division of the Plus Series in to individual locations as follows:
 Community Learning Centers Replacement Campus Driftpile
 Community Learning Centers Replacement Campus Peavine Metis Settlement
 Community Learning Centers Replacement Campus Loon River
 Community Learning Centers Replacement Campus Cadotte Lake
 Community Learning Centers Replacement Campus Chateh
 Community Learning Centers Replacement Campus Atikameg

Moved by Treena Ward
CARRIED

2.1 Adoption of Public Meeting Agenda

The May 19, 2021 agenda for the Board of Governors meeting was reviewed and approved with the addition of Item 4.4 Stepping Forward Program Approval.

Motion 062-20/21 That the agenda for the May 19, 2021 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 April 21, 2021 minutes for the public meeting of the Board of Governors were reviewed for errors or omissions.

Motion 063-20/21 The April 21, 2021 minutes of the public meeting of the Board of Governors be accepted as presented.
Moved by Lucille Labrecque
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:

- Meeting with Minister Nicolaides
- Council of Community Education Committee meeting
- Board of Governors Orientation session
- Pre-recording of Convocation and Capping & Pinning speeches
- Upcoming meeting with MLA

3.2 Presidents' Report

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

- Activity Update
- Investment Management Agreement

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 Daniel Vandermeulen. Highlights include:

- Upcoming meeting on May 20
- Project is under budget

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:

- Fourth and final meeting was held April 27, 2021
- CCEC virtual workshops have been a great success

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; health and safety of students and staff remain top priority
 - Alberta PSI's have been directed to prepare for on-site education and work in the fall
 - Supported Distance Learning (SDL) model has allowed us to continue providing education with minimal affect
- 2021-2022 Investment Management Agreement

3.6 Collaborations Report

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

- Kapawe'no First Nation
- Portage College
- Town of Drayton Valley
- Town of Hinton

Representatives from the External Relations department joined the meeting of the Board of Governors at 3:00 p.m.

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:

- Convocation and Capping & Pinning
- Platform presentation

Representatives from the External Relations department exited the meeting of the Board of Governors at 3:22 p.m.

4. Business

Summary reports from the Audit & Finance Committee and Programs & Services Committee were not presented at the Board of Governors meeting as all Governors in attendance were present for subcommittee meetings.

4.1 2021-2022 Budget – Third & Final Reading

- 6.2% sector wide decrease
- Reduction of 3.3% in College budget
- WIL metric introduced in to IMA potentially affecting up to 5% of future funding
- The following changes were made to third reading:
 - Expenses relocated within the External Relations department; \$53.5k from Payroll to Materials & Supplies
 - \$50k added to Dual Credit programming
- Operating budget proposed \$41,624,777
- Capital budget proposed \$4,243,628

Motion 064-20/21 To approve the third reading of the 2021-2022 operating budget as presented to the Board of Governors.
Moved by Kyle Paulson
CARRIED

Motion 065-20/21 To approve the third reading of the 2021-2022 capital budget as presented to the Board of Governors.
Moved by Barb Hatch
CARRIED

4.2 High Prairie Consolidated Campus Solar System Project 2021

Highlights on the High Prairie Consolidated Campus Solar System Project 2021 include:

- \$150,000 funds available for the project
- Four bids received
- Two bidders met requirements
- Three were not recommended by the consultant or NLC
- Bid is for the design costs

Motion 066-20/21 To approve the bid for the High Prairie Campus Solar System Project for \$145,476 plus GST.
Moved by Kyle Paulson
CARRIED

4.3 Investment Management Agreement 2021-2022

President Glenn Mitchell presented the draft of the 2021-2022 Investment Management (IMA) to the Board of Governors for approval. Highlights include:

- Mandate statement to be included in the IMA and not a separate mandate document
- Baseline metric of 58% with proposed 6% increase and 3% tolerance threshold
- Pre-employment programs will implement the Work Integrated Learning (WIL) component
- Not meeting metric goals could affect up to 5% of funding for 2022-2023
- Submission date of May 31, 2021
- Meetings have been held with the Ministry of Advanced Education regarding draft agreement and metric

Motion 067-20/21 To approve 2021-2022 Investment Management Agreement as presented to the Board of Governors.
Moved by Tim Murphy
CARRIED

4.4 Stepping Forward Program Approval

The Stepping Forward Program was approved by Foundational Learning Supports for a Fall 2021 intake. Approval process through PAPRS process is required.

The program provides the structure to build basis skills aimed primarily at Alberta in often remote and rural settings to access higher education opportunities through enhances literacy, numeracy, essential life skills and employability skills development.

Motion 068-20/21 To approve the Stepping Forward Program as presented.
Moved by Lucille Labrecque
CARRIED

5. Policies

5.1 Student Conduct Policy

President Glenn Mitchell spoke to the Student Conduct Policy with minor amendments including general housekeeping and reference documents.

Motion 069-20/21 To approve the reaffirmation of the Student Conduct Policy as presented.
Moved by Kyle Paulson
CARRIED

6. Next Agenda

The next meeting of the Board of Governors will be held via Collaborate on Wednesday, June 16, 2021.

7. Conclusion of Public Meeting

The public meeting of the Board of Governors adjourned May 19, 2021 at 4:19 p.m.