



Northern Lakes College Board of Governors
Meeting Minutes
 December 16, 2021
 Collaborate

Governors
Daniel Vandermeulen, <i>Public Member (Chair)</i>
Dr. Glenn Mitchell, <i>President & CEO</i>
Lucille Labrecque, <i>Public Member</i>
Treena Ward, <i>Public Member</i>
Ivan Sawan, <i>Public Member</i>
Barb Hatch, <i>Public Member</i>
Kyle Paulson, <i>Staff Association Member</i>
Crystal Cardinal, <i>Student Association Member</i>
Nancy Giese, <i>Staff Association Member</i>
Lynette Lambert, <i>Student Association Member</i>
Resource Team
Tammy Purchase, <i>Registrar</i>
Rachel Ouellette, <i>Director, External Relations, Marketing & Communications</i>
Jessica Van Hoek, <i>Marketing Officer</i>
Tracey Solcan, <i>Executive Assistant, President & CEO and Board of Governors</i>
Guests
Valerie Adams, <i>Vice President, Northern Lakes College Students' Association</i>
Tree Genowish, <i>Business Manager, Northern Lakes College Students' Association</i>
Regrets
Lana Daniels, <i>Public Member</i>
Darrell Ghostkeeper, <i>Public Member</i>

1. Opening

1.1 Call to Order: The December 16, 2021 public meeting of the Board of Governors was called to order at 1:00 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

2.1 Adoption of Public Meeting Agenda

The December 16, 2021 agenda for the Board of Governors meeting was reviewed and approved as presented.

Motion 035-21/22 That the agenda for the December 16, 2021 public meeting of the Board of Governors be adopted as amended.
 Moved by Kyle Paulson
 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 November 18, 2021 minutes for the public meeting of the Board of Governors were reviewed for errors or omissions.

Motion 036-21/22 The November 18, 2021 minutes of the public meeting of the Board of Governors be accepted as presented.
Moved by Kyle Paulson
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 President
- Communications from Ministry of Advanced Education

3.2 Presidents' Report

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

- Activity update
- COVID-19 tests
- Kayas Cultural College
- Management salary restriction change

3.3 Council of Community Education Committee Report

The Council of Community Education Committee Report was presented to the Board of Governors by President Glenn Mitchell. Highlights include:

- December 1, 2021 draft meeting minutes
- Workshops are underway

3.4 Risk Management

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

- COVID-19
- Legislative changes
- Cybersecurity risks

3.5 Collaborations Report

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

- Town of Drayton Valley
- Town of Hinton
- Town of Whitecourt

Director, External Relations, Marketing & Communications Rachel Ouellette and Marketing Officer Jessica Van Hoek joined the meeting at 2:07 p.m.

3.6 Media & External Relations Report

The Media & External Relations Report was presented to the Board of Governors by President Glenn Mitchell. Highlights include:

- Publications in progress: strategic plan, Community Report 2021 & Lifelong Learning Guide 2021-2022
- Annual Report 2020-2021 complete
- Promotional videos

Director, External Relations, Marketing & Communications Rachel Ouellette and Marketing Officer Jessica Van Hoek exited the meeting at 2:18 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.

The following representatives from the Northern Lakes College Students' Association joined the meeting of the Board of Governors at 1:15 p.m.: Valerie Adams, Vice President and Business Manager, Tree Genowish.

4.1 2022-2023 Tuition & Fee Consultation with Northern Lakes College Students' Association - First

President Glenn Mitchell and Registrar Tammy Purchase provided an overview on 2022-2023 tuition and fees proposed in accordance with the Alberta Tuition Framework and determined by Alberta Advanced Education. Increases were proposed and supported by the Northern Lakes College Students' Association (NLCSA). The second and final consultation will occur January 20, 2022. Results of the NLCSA focus group were shared with the Board of Governors.

Consultation with the NLCSA occurred separately on November 17, 2021 and December 8, 2021.

4.2 2022-2023 Tuition & Fee Recommendations – First 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 proposed related to an increase in tuition. Members of the Board of Governors reviewed fee recommendations.

Motion 037-21/22 To approve the first reading of the 2022-2023 tuition and fee recommendations as presented with support from the Northern Lakes College Students' Association.
Moved by Lynette Lambert
CARRIED

Representatives from the Northern Lakes College Students' Association and Registrar Tammy Purchase exited the meeting of the Board of Governors at 1:35 p.m.

4.5 Program Approvals

President Glenn Mitchell will reiterate highlights from the Programs & Services Committee regarding approvals related to the following programs:

- Indigenous Administrator Program
 - New program
 - 30 credits with practicum/work experience
 - Course transferability

Motion 038-21/22 To approve the Indigenous Administrator as presented.
Moved by Treena Ward
CARRIED

4.4 2021-2024 Strategic Plan

President Glenn Mitchell presented the 2021-2024 Strategic Plan to the Board of Governors for first reading. The Strategic Plan replaces the Comprehensive Institution Plan (CIP) which was a previous reporting requirement for post-secondary institutions. The most recent CIP was effective from 2019-2022.

The Strategic Plan, One Student at a Time, identifies goals based on our institutions values to achieve over a three-year period.

Motion 039-21/22 To approve the first reading of the 2021-2024 Northern Lakes College Strategic Plan as presented.
Moved by Barb Hatch
CARRIED

4.5 Nominations – Board of Governors Subcommittee & Vice Chair

Chair Daniel Vandermeulen spoke to nominations for the Board of Governors subcommittees; Audit & Finance and Programs & Services and Vice Chair, Board of Governors. Communication will be sent to the Governors regarding nominations and selections.

The next meeting of the Board of Governors will be held on Thursday, January 20, 2022.

The public meeting of the Board of Governors adjourned December 16, 2021 at 3:13 p.m.