



## Northern Lakes College Board of Governors

### Meeting Minutes

April 21, 2022

Slave Lake, AB & Collaborate

| Governors  |
|--|
| Barry Sharkawi, <i>Public Member, Chair</i>  |
| Lana Daniels, <i>Public Member, Vice Chair</i>   |
| Dr. Glenn Mitchell, <i>President &amp; CEO, Ex-Officio</i>                                       |
| Lucille Labrecque, <i>Public Member</i>  |
| Treena Ward, <i>Public Member</i>  |
| Darrell Ghostkeeper, <i>Public Member</i>  |
| Nancy Giese, <i>Faculty Association Nominated Member</i>   |
| Kyle Paulson, <i>Staff Association Nominated Member</i>  |
| Lynette Lambert, <i>Student Nominated Member</i>   |
| Resource Team  |
| Sergey Semagin, <i>Executive Director, Finance Services</i>                                      |
| Tracey Solcan, <i>Executive Assistant, President &amp; CEO and Board of Governors</i>            |
| Guests   |
| Elizabeth Gedcke, <i>President, Northern Lakes College Students Association</i>                  |
| Valerie Adams, <i>Vice President, Northern Lakes College Students Association</i>                |
| Lindsey Orr-Anderson, <i>Treasurer, Northern Lakes College Students Association</i>              |
| Pamela Auger, <i>Community and Student Wellness, Northern Lakes College Students Association</i> |
| Regrets  |
| Ivan Sawan, <i>Public Member</i>   |
| Crystal Cardinal, <i>Student Nominated Member</i>  |
| Barb Hatch, <i>Public Member</i>   |

#### 1. Opening

**1.1 Call to Order:** The April 21, 2022 public meeting of the Board of Governors was called to order at 12:49 p.m. by Chair, Barry Sharkawi.

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, Barry Sharkawi roll called for confirmation of quorum. Quorum was established.

#### 2. Consent Items

##### 2.1 Adoption of Public Meeting Agenda

The April 21, 2022 agenda for the Board of Governors meeting was reviewed and approved as presented.

##### Motion 065-21/22

That the agenda for the April 21 2022 public meeting of the Board of Governors be adopted as presented.

Moved by Kyle Paulson

CARRIED

## **2.2 Conflict of Interest Declaration**

Chair, Barry Sharkawi called for declaration of conflict of interest. No conflict was declared.

## **2.3 Approval of Public Meeting Minutes**

The March 24, 2022 minutes for the public meeting of the Board of Governors were reviewed for errors or omissions.

### **Motion 066-21/22**

The March 24, 2022 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, Barry Sharkawi. Chair Sharkawi spoke to a telephone call from the Government of Alberta and the Premiere congratulating him as his appointment as Northern Lakes College Board of Governors Chair. Chair Sharkawi spoke to direction received from the Premiere to assess the situation at Northern Lakes College. Chair Sharkawi expressed his pride in the success of the College and the reports received at subcommittee meetings.

Governor Treena Ward joined the meeting at 12:55 p.m.

### **3.2 Presidents' Report**

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

Highlights include:

- Activities Update
- Program expansion opportunities
- Commendation on Northern Lakes College and its model of delivery
- Student Awards
  - Inactive awards will be brought forth in a legal capacity to ensure action is pursued and funds can be distributed to students
- High Prairie Campus will be Net Zero ready by summer 2022

Governor Treena Ward exited the meeting at 1:08 p.m.

### **3.3 Risk Management**

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

Highlights include:

- Cybersecurity
  - Software for Governors
- Roles and mandates of post-secondary institutions
  - System differentiation
  - Roles of publicly funded post-secondary institutions
  - Mandates of post-secondary institutions
  - Collaboration mandates
    - Regional stewardship

#### 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.

Representatives from the Northern Lakes College Students Association entered the meeting at 1:30 p.m.

##### 4.1 Northern Lakes College Students Association Financial Statements

Representatives from the Northern Lakes College Students Association (NLCSA) presented to the Board of Governors for information. Highlights include:

- NLCSA Framework
- Organizational Profile
- Opportunities for students
- Strategies to ensure compliance with the Post-Secondary Learning Act and institutional requirements
- Funds disbursement
- Cultural Events and donations
- Choosebright NLCSA Wellness application
- Financial statements for the year ended June 30, 2021

President Mitchell spoke of the great work the NLCSA is doing including the distribution of \$33,000 last year in student awards.

Chair Sharkawi commended the NLCSA representatives on their success.

Representatives from the Northern Lakes College Students Association exited the meeting at 1:48 p.m.

Governor Treena Ward joined the meeting at 1:45 p.m.

##### 4.2 2022-2023 Budget – Second & Final Reading

Executive Director, Finance Services Sergey Semagin presented the 2022-2023 budget. Highlights include:

- 2022-2023 budget is balanced at \$42,033,301
- Maintained 51% Administrative Expense Ratio (as per budget)
- Capital budget is \$8,869,500

**Motion 067-21/22** To approve second and final reading of the 2022-2023 operating budget as presented.  
Moved by Kyle Paulson  
CARRIED

**Motion 068-21/22** To approve second and final reading of the 2022-2023 capital budget as presented.  
Moved by Lana Daniels  
CARRIED

Governor Darrell Ghostkeeper exited the meeting at 2:19 p.m.

#### 4.3 Program Recommendations

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

- Pre-Employment Heavy Equipment Technician
- Pre-Employment Electrician
- Business Administration - Accounting

**Motion 069-21/22** To approve modifications to the Pre-employment Heavy Equipment Technician program as presented.  
Moved by Nancy Giese  
CARRIED

**Motion 070-21/22** To approve modifications to the Pre-employment Electrician program as presented.  
Moved by Kyle Paulson  
CARRIED

**Motion 071-21/22** To terminate the Business Administration – Accounting program due to low enrolment following the two-year suspension.  
Moved by Kyle Paulson  
CARRIED

#### 4.4 Public Advisory Bodies Policy

President Glenn Mitchell presented the Public Advisory Bodies Policy to the Board of Governors for approval. Highlights include:

- Modifications to the policy statement
- General housekeeping
- Modification to term lengths and re-appointment based on the Council of the Community Education Committee Bylaws
  - The Council of the Community Education Committee is a separate legal entity which Northern Lakes College funds annually
  - Bylaws are registered with the Registrar of Corporations with the Province of Alberta
  - Bylaws were last registered on January 6, 2021

**Motion 072-21/22** To approve the Public Advisory Bodies Policy with revisions as presented.  
Moved by Lucille Labrecque  
CARRIED

#### 4.5 Workplan

President Glenn Mitchell presented options to the Board of Governors related to scheduling and current practice. Proposal was put forth to reduce the frequency of meetings whilst increasing compensation for Governors in recognition of their commitment and contribution to the Board of Governors. The proposals put forth would have no impact on the budget and would place the College more in-line with practices across the sector.

Chair Sharkawi spoke to a need for more input from the Governors regarding what programming they would like to see and have discussion regarding changing Northern Lakes College to a university. Chair Sharkawi indicated his preference to maintain the status quo. Chair Sharkawi spoke to the Premieres request for him to visit each campus. Following the visits, Chair Sharkawi has mentioned a report will be compiled and forwarded to the Premiere. Governors have been invited to visit the campuses at the same time.

Governor Lana Daniels spoke to a need for the Board of Governors to remain compliant with requirements from the Ministry of Advanced Education and Government of Alberta, including the Roles and Mandates Policy Framework and ensure tasks are kept at a governance level. Concern was expressed regarding current practices entering the territory of micro-management.

Governors Lucille Labrecque and Treena Ward spoke to their support of the proposals put forth and the recognition for time commitments.

Governor Kyle Paulson spoke to modern times and a need to shift to accommodate.

Governor Lynette Lamberts supports the proposals mentioned regarding reduction in meeting frequency and improvement to process.

Chair Sharkawi spoke to Governors having a right to bring programming ideas to the Board of Governors but not dictating what is wanted. Chair Sharkawi spoke to only providing information to President Mitchell. Chair Sharkawi spoke to the College needing more relationships with First Nations and Metis Settlements which will result in more funding to the institution. Chair Sharkawi spoke to the success of the new High Prairie hospital as a result of his involvement with the First Nations. Chair Sharkawi spoke to the need for veterinarian and dental training at the College. Chair Sharkawi spoke to Pearl Calahasen and her request for him to sit on the social services board and his involvement to ensure operations were functioning. Chair Sharkawi stated he will lobby for increased funding to Northern Lakes College. Chair Sharkawi spoke of seven students from Sucker Creek First Nation being sent to Edmonton for training and that these funds could have been with the College.

Following feedback from the Governors regarding the proposals put forth, Chair Sharkawi stated he would not go against the support expressed from the Governors regarding these changes and that the new schedule could accommodate ad hoc meetings if required.

Following discussion and support from the Board as a whole, relevant policies will be revised and brought forward to the May 19, 2022 meeting for approval.

The public meeting of the Board of Governors adjourned April 21, 2022 at 3:22 p.m.