



## Northern Lakes College Board of Governors

### Meeting Minutes

May 19, 2022

Wabasca, AB & Collaborate

<b>Governors</b>
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>
Barb Hatch, <i>Public Member</i>
Nancy Giese, <i>Faculty Association Nominated Member</i>
Kyle Paulson, <i>Staff Association Nominated Member</i>
Crystal Cardinal, <i>Student Nominated Member</i>
Lynette Lambert, <i>Student Nominated Member</i>
<b>Resource Team</b>
Dr. Sandy Vanderburgh, <i>Vice President, Academic</i>
Tracey Solcan, <i>Executive Assistant, President &amp; CEO and Board of Governors</i>
<b>Regrets</b>
Ivan Sawan, <i>Public Member</i>

#### 1. Opening

**1.1 Call to Order:** The May 19, 2022 public meeting of the Board of Governors was called to order at 11:37 a.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.

Governors were reminded that confidentiality is integral regarding matters discussed within the meeting as per policies of Northern Lakes College including the Board Communication Policy and Code of Conduct Policy.

**1.2 Confirmation of Quorum:** Chair, Barry Sharkawi roll called for confirmation of quorum. Quorum was established.

#### 2. Consent Items

April 22, 2022 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, 2022 meeting for transparency.

**Motion 073-21/22** That the Board of Governors approve Bigstone Cree Nation access to the land classified as SW 23-80-25-W4, Plan 012-4221, Block 0000, Lot 1, Civic Address 875 Desmarais Drive, for the purpose of the investigation related to the residential school.  
 Moved by Lucille Labrecque  
 CARRIED

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

The May 19, 2022 agenda for the Board of Governors meeting was reviewed and adopted with the addition of Item 4.5 Board of Governors Retreat (President Mitchel), Item 4.6 Veterinarian Training (Chair Sharkawi) and Item 4.7 High Prairie Campus (Chair Sharkawi).

**Motion 074-21/22** That the agenda for the May 19, 2022 public meeting of the Board of Governors be adopted as presented.  
Moved by Treena Ward  
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 April 21, 2022 minutes for the public meeting of the Board of Governors were reviewed for errors or omissions.

**Motion 075-21/22** The April 21, 2022 minutes of the public meeting of the Board of Governors be accepted as presented.  
Moved by Crystal Cardinal  
CARRIED

Governor Daniels exited the meeting at 12:27 p.m.

## **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 the last Board of Governors meeting in Slave Lake and the joy of joining fellow Governors. Chair Sharkawi spoke to attending the Council of Community Education Committee meeting on May 4 and the presentation by General Romeo Dallaire and Marie-Claude Michaud. Chair Sharkawi spoke to a tour of High Prairie Campus and media campaigns. Chair Sharkawi spoke to posting pictures of the High Prairie Campus on Facebook and guiding interested people to reach out to the College with their inquiries. The Chair spoke to requiring more information regarding programs. Chair Sharkawi spoke to a recent telephone call from Premier Kenney inquiring about the status of the College. Chair Sharkawi spoke to a recent telephone call from Brian Jean inquiring about Northern Lakes College. The Chair spoke to a need for Governors to generate ideas regarding what communities need and a recent visit to the Gun Show in High Prairie. Chair Sharkawi spoke to the College not being a part of the Gun Show and that this should be occurring. Chair Sharkawi spoke to a need for the College to be involved in the graduations of students from high school; providing gifts and speeches. Chair Sharkawi spoke to his pride with President Mitchell meeting with Lesser Slave Lake Indian Regional Council and Kee Tas Kee Now Tribal Council Education Authority. Chair Sharkawi spoke to his involvement with the High Prairie hospital and the need for involvement with First Nations and Metis Settlements; the College requires more involvement with these communities. The Premier has informed Chair Sharkawi the Board of Governors is key to the College. The Chair spoke to the need for nursing and heavy equipment training.

### **3.2 Presidents' Report**

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

Highlights include:

- Activities Update
- Introduction of Vice President, Academic Dr. Sandy Vanderburgh

Dr. Sandy Vanderburgh introduced himself and spoke to his educational and professional background, the recruitment process for the position and his excitement to join Northern Lakes College (a student oriented post-secondary institution).

The meeting of the Board of Governors broke for lunch at 12:03 p.m.

The meeting of the Board of Governors resumed at 12:50 p.m.

President Mitchell spoke to budget reductions for the 2022-2023 year and restructuring of internal operations.

President Mitchell spoke to an upcoming article regarding accessible community-based learning with Northern Lakes College. The article will speak to our innovative Supported Distance Learning model. The College was very fortunate to receive a comment from Advanced Education Minister Demetrios Nicolaides regarding the key goals of Alberta2030, our successful delivery model, and Community Education Committees ensuring all Albertans feel inclusivity and prosper in their education.

### **3.3 Council of Community Education Committees**

The May 4, 2022 draft meeting minutes from the Council of Community Education Committees were provided to the Board of Governors for information.

### **3.4 Risk Management**

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

Highlights include:

- Cybersecurity
  - Significant increase in attempted system presentations. Risks are mitigated through increased security measures, staff training & information sharing, and external service providers reviewing system operations.
- Salary Restraint Regulation and postponement to Honoraria Policy changes. Discussion was held by the Board of Governors to postpone the Honoraria Policy to the new academic year.

Discussion was held by the Board of Governors regarding frequency of meetings. In the April 21, 2022 meeting of the Board, a reduction in meetings was supported. Chair Sharkawi expressed that he does not want to reduce meetings as there are multiple complaints he is receiving and they need to be dealt with. Chair Sharkawi spoke to recent conversations with the Deputy Minister and how communication was received that he needs to be involved and fix Northern Lakes College. Chair Sharkawi stated that he felt the President was not being honest with the Board of Governors with information. President Mitchell stated that he is transparent in his communications and statements to the Board of Governors and would not conduct himself in a dishonest manner.

Governor Ward spoke to the need to be at the governance level and not be operational. Support was indicated for a reduction in meetings.

Executive Assistant reiterated information provided at the April 21, 2022 regarding meeting frequency and acknowledging time commitments and restraints of Governors.

Discussion was held by the Governors to support the reduction in meetings so long as reporting requirements are met.

#### 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 Restricted Accumulated Surplus

Executive Director, Finance Services Sergey Semagin reiterated highlights from the Audit & Finance Committee regarding restricted accumulated surplus.

**Motion 076-21/22** To transfer all unused funds from the Trout/Peerless Campus project to unrestricted surplus.  
Moved by Kyle Paulson  
CARRIED

##### 4.2 Academic Policy

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

- Addition of objective statement
- Renewal of policy

**Motion 077-21/22** To approve the Academic Policy with revisions as presented.  
Moved by Crystal Cardinal  
CARRIED

##### 4.3 Governance Policy

President Glenn Mitchell presented the Governance Policy to the Board of Governors for approval based on discussion at the April 21, 2022 meeting. Highlights include:

- Revision of guidelines to reflect one reading of new policies
- Update to name of related documents

**Motion 078-21/22** To approve the Governance Policy with revisions as presented.  
Moved by Treena Ward  
CARRIED

##### 4.4 Out of Country Travel Policy

President Glenn Mitchell presented the Out of Country Travel Policy to the Board of Governors for approval based on discussion at the April 21, 2022 meeting. Highlights include:

- Revision of policy statement to reflect delegation to Senior Leadership Team
- Sponsor from Finance to General
- Addition of objective statement
- Addition of reference to insurance coverage as part of risk management coordination
- Removal of reference to ACCC
- Addition of related documents and external information

**Motion 079-21/22** To approve the Out of Country Travel Policy with revisions as presented.  
Moved by Darrell Ghostkeeper  
CARRIED

#### **4.5 Board of Governors Retreat**

President Mitchell spoke to the Board of Governors retreat. A retreat had been discussed with the Board of Governors previously along with the benefits of a consultant to offer strategic guidance on governance. Discussion was held by the Governors regarding pursuing this avenue for a retreat and support the President in exploration.

#### **4.6 Veterinarian Training**

Chair Sharkawi spoke to a significant number of animals and farmers within our region and the need for services. Chair Sharkawi spoke to a need for veterinarian training at the College and recruiting a licensed veterinarian physician for the College to meet this need.

Governors discussed this and the opportunities related. The course would open doors however is not within the mandate by the Ministry of Advanced Education. Governor Giese spoke to our mandate and what is permitted or not, but that a partnership may be an excellent avenue; a bridge program if possible.

Chair Sharkawi spoke to his ability to lobby for a veterinary program and the ease of obtaining support letters. Chair Sharkawi spoke to the process taking a few months up to a year but believes the College can provide a veterinarian degree. Chair Sharkawi will pursue approval with the government.

Inquiry was made within the Governors regarding termination of the equine program in Valleyview and reasons behind the same. Chair Sharkawi spoke to potentially requiring assistance from President Mitchell in this lobbying endeavor.

#### **4.7 High Prairie Campus**

Chair Sharkawi spoke to the High Prairie Campus resembling a jail and needing colour. Chair Sharkawi spoke to receiving communications from individuals complaining that signage and colour are not attractive to the public. Chair Sharkawi spoke to wanting to move the exterior sign and have the doors open so the public can come in. Discussion was held regarding the aesthetics of campuses and creating a plan to beautify the same. Governors discussed if this was possible budget wise.

President Mitchell spoke to the importance of critical items such as foundational concerns requiring the most attention. Governor Ward expressed concern with focusing on one campus and ensuring that the Board speak to all campuses versus only one. Chair Sharkawi spoke to wanting to see changes on the High Prairie campus before the grand opening scheduled for August 2022. Governor Cardinal spoke to promotion of the campus versus its appearance as not all members of the public will be satisfied regardless of changes made.

The public meeting of the Board of Governors adjourned May 19, 2022 at 2:29 p.m.