



Northern Lakes College Board of Governors
Meeting Minutes
 December 14, 2022
 Slave Lake, AB

Governors
Barry Sharkawi, <i>Public Member, Chair</i>
Lana Daniels, <i>Public Member, Vice Chair</i>
Dr. Glenn Mitchell, <i>President & CEO, Ex-Officio</i>
Lucille Labrecque, <i>Public Member</i>
Treena Ward, <i>Public Member</i>
Nancy Giese, <i>Faculty Association Nominated Member</i>
Darrell Ghostkeeper, <i>Public Member</i>
Lynette Lambert, <i>Student Nominated Member</i>
Resource Team
Dr. Sandy Vanderburgh, <i>Vice President, Academic</i>
Sergey Semagin, <i>Executive Director, Finance Services</i>
Dana Hynes, <i>Executive Director, Human Resources and Health & Safety</i>
Tracey Solcan, <i>Executive Assistant, President & CEO and Board of Governors</i>
Regrets
Ivan Sawan, <i>Public Member</i>
Crystal Cardinal, <i>Student Nominated Member</i>
Kyle Paulson, <i>Staff Association Nominated Member</i>
Barb Hatch, <i>Public Member</i>

1. Opening

1.1 Call to Order: The December 14, 2022 public meeting of the Board of Governors was called to order at 11:05 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 4, 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

November 21, 2022 the following motions were made and supported by the Board of Governors by quorum via e-mail and therefore shall be reflected in the minutes of the December 14, 2022 meeting for transparency.

The Sexual and Gender-Based Violence Policy has been amended to include feedback from all relevant stakeholders. These changes have been incorporated since notification to the Board of Governors was made on November 8, 2022 as noted below. The Ministry of Advanced Education has indicated that approval by the Board of Governors is required prior to submission.

Motion 013-22/23 To approve the Sexual and Gender-Based Violence Policy as presented.
Moved by Treena Ward
CARRIED

2.1 Adoption of Public Meeting Agenda

The December 14, 2022 agenda for the Board of Governors meeting was reviewed and adopted with no additions.

Motion 014-22/23 That the agenda for the December 14, 2022 public meeting of the Board of Governors be adopted as presented.
Moved by Darrell Ghostkeeper
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 October 19, 2022 minutes for the public meeting of the Board of Governors were reviewed for errors or omissions.

Motion 015-22/23 The October 19, 2022 minutes of the public meeting of the Board of Governors be accepted as presented.
Moved by Darrell Ghostkeeper
CARRIED

3. Reports

3.1 Chairs' Report

The Chairs' Report was presented orally to the Board of Governors by Chair Barry Sharkawi. Chair Sharkawi spoke to recent meeting with the Vice Chair, President, and Executive Assistant. Chair Sharkawi spoke to recent attendance at the CCEC meeting and mention of the need for Class 1 MELT Driver's Training Program. Chair Sharkawi spoke to the Humboldt bus accident and the need for increased safety which has resulted in the new program. Chair Sharkawi spoke to a student in Athabasca wanting to take a student at the High Prairie Campus and the student requiring additional funding; the Chair expressed his hope that this could be remedied. Chair Sharkawi stated he spoke to the CCEC that nurses are needed and that they need to reach out to the government to lobby for more financial assistance. Chair Sharkawi spoke to a conversation with the President and indication that he would like this to be implemented for next year. President Mitchell spoke to it potentially coming to fruition but programming requires significant development and preparation; particularly if the College is to develop it from the beginning without a partnership.

3.2 Presidents' Report

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

Highlights include:

- Enrolment up 11.78%
- No recommendations or observations from the Office of the Auditor General
- Met the 2021-2022 Work Integrated Learning (WIL) metric
- Activities update
- Provincial government goals
- Seven-year Social Work Program accreditation

3.3 Risk Management

The Risk Management Report was presented to the Board of Governors by President Glenn Mitchell. President Mitchell spoke to the College entering budget season, process and preparation for potential decreases in grant funding.

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 2023-2024 Tuition & Fee Consultation with Northern Lakes College Students Association

President Glenn Mitchell and Registrar Tammy Purchase provided an overview on 2023-2024 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). Results of the NLCSA focus group were shared with the Board of Governors.

Consultation with the NLCSA occurred separately on December 13, 2022. Governor Lambert spoke on behalf of the NLCSA and expressed appreciation for the transparency provided within the consultation process.

4.2 2023-2024 Tuition & Fee Recommendations

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 tuition and fee recommendations including the addition of a tuition deposit.

Motion 016-22/23 To approve the 2023-2024 tuition and fee recommendations as presented with support from the Northern Lakes College Students' Association.
Moved by Darrell Ghostkeeper
CARRIED

4.3 Council of Community Education Committee Draft Meeting Minutes

President Glenn Mitchell provided the draft meeting minutes of the October 14, Annual General Meeting and Regular Meeting of the Council of Community Education Committee to the Board of Governors for information. President Mitchell highlighted some areas of interest within the draft meeting minutes.

Discussion was initiated by Governor Ward and Chair Sharkawi regarding CCEC structure and CAP site reporting to the Committee. Chair Sharkawi spoke to hearing issues at the recent CCEC meeting and to increase their funding and that full awareness is required. Governor Ward spoke to expressing interest in hearing about issues from CAP sites. President Mitchell spoke to mechanisms in place to hear from communities and the rationale behind the minutes being provided to Governors for information. CAP sites are in communities where enrolment has declined from campus status but the College remains in the community to ensure support is still available for students. President Mitchell spoke to sourcing a formal reporting structure for CAP sites to ensure all is captured.

The meeting broke for lunch at 12:26 p.m.

The meeting reconvened at 1:11 p.m.

4.4 Annual Report

President Glenn Mitchell provided the 2021-2022 Annual Report for Northern Lakes College to the Board of Governors for approval.

Motion 017-22/23 To approve the 2021-2022 Northern Lakes College Annual Report as presented.
Moved by Lynette Lambert
CARRIED

4.5 Application Fee Suspension – Virtual Open House

President Glenn Mitchell spoke to waiving the application fee as part of the scheduled March 8, 2023 Virtual Open House. The fee waiving would be limited to the 24-hour period only.

Motion 018-22/23 To approve waiving of the application fee for all programs for the day of March 8, 2023 as part of the Virtual Open House promotional event.
Moved by Treena Ward
CARRIED

4.6 World Federation of Colleges and Polytechnics (WFCP) Award

Executive Assistant presented information to the Board of Governors based on a request at the October 14, 2022 meeting. Information was provided regarding the World Federation of Colleges and Polytechnics (WFCP) Award. Highlights include:

- Eligibility criteria
- Current membership listing; internationally and nationally
- Annual membership information
- Organization awards

Discussion was held by the Board of Governors regarding the award.

Motion 019-22/23 To not proceed with pursuing the WFCP Award and engaging membership.
Moved by Lucille Labrecque
CARRIED

4.7 Charitable Contributions and Attendance at Partisan Political Fundraising Events Policy

President Glenn Mitchell presented the Charitable Contributions and Attendance at Partisan Political Fundraising Events Policy to the Board of Governors for reaffirmation. Minor amendments to the policy were made to revise the policy statement, legislation reference, statement clarifications and stakeholder consultation. All revisions were completed with the assistance of legal counsel.

Motion 020-22/23 To approve reaffirmation of the Charitable Contributions and Attendance at Partisan Political Fundraising Events Policy as presented.
Moved by Darrell Ghostkeeper
CARRIED

4.8 Campus Status Policy

President Glenn Mitchell presented the Campus Status Policy to the Board of Governors for reaffirmation. Minor amendments to the policy were made to revise the policy statement, clarify factors of consideration and stakeholder consultation.

Motion 021-22/23 To approve reaffirmation of the Campus Status Policy as presented.
Moved by Lynette Lambert
CARRIED

4.9 Pets on Campus Policy

President Glenn Mitchell presented the Pets on Campus Policy to the Board of Governors for reaffirmation. This is a new policy to the College and prohibits pets in indoor areas of the College and College vehicles. Regulation of pets on and in College property ensures that a pet does not create a health hazard or become a threat, nuisance or significant distraction.

Discussion was held by Governors regarding definition of a service animal. Modifications will be made to the definition of Service Animal.

Motion 022-22/23 To approve the Pets on Campus Policy as presented with modification to Service Animal definition.
Moved by Treena Ward
CARRIED

4.10 Collective Agreement – Faculty Association of Northern Lakes College

President Glenn Mitchell and Executive Director, Human Resources and Health & Safety Dana Hynes provided information to the Board of Governors regarding the Collective Agreement with the Faculty Association of Northern Lakes College. The Collective Agreement requires ratification.

Motion 023-22/23 To accept the Collective Agreement between the Faculty Association of Northern Lakes College and the Board of Governors of Northern Lakes College for July 1, 2020 to June 30, 2024.
Moved by Lynette Lambert
CARRIED

4.10 In-Camera Session

Motion 024-22/23 To move the meeting of the Board of Governors in-camera.
Moved by Darrell Ghostkeeper
CARRIED

Motion 025-22/23 To approve the meeting of the Board of Governors to break from in-camera.
Moved by Darrell Ghostkeeper
CARRIED

The public meeting of the Board of Governors adjourned December 14, 2022 at 4:38 p.m.