



Northern Lakes College Board of Governors
Meeting Minutes
 October 11, 2023

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

1. Opening

1.1 Call to Order: The October 11, 2023 public meeting of the Board of Governors was called to order at 11:27 a.m. by Chair Barry Sharkawi.

Northern Lakes College respectfully acknowledges that we are located on Treaty 8 territory and Métis Nation of Alberta Districts 13-15 and 20-22, traditional lands of First Nations and Métis Peoples. We recognize the 15 First Nations and four Métis Settlements located throughout our service region.

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

2. Consent Items

2.1 Adoption of Public Meeting Agenda

The October 11, 2023 agenda for the Board of Governors meeting was reviewed and adopted with no additions.

Motion 001-23/24 That the agenda for the October 11, 2023 public meeting of the Board of Governors be adopted as presented.
 Moved by Kyle Paulson
 CARRIED

2.2 Conflict of Interest Declaration

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

2.3 Approval of Public Meeting Minutes

The June 14, 2023 minutes for the public meeting of the Board of Governors were reviewed for errors or omissions.

Motion 002-23/24 The June 14, 2023 minutes of the public meeting of the Board of Governors be accepted as presented.
Moved by Lucille Labrecque
CARRIED

3. Reports

3.1 Chairman

Chair Sharkawi presented the Chairman's Report orally to the Board of Governors. Highlights include:

- Meeting with MLA Sinclair
- Meeting with Minister Sawhney and Deputy Minister Wilson, Advanced Education

3.2 President

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

Highlights include:

- Visit from Executive Director, Alberta Post-Secondary Network (APSN)
- Plant Engineering and Maintenance Association of Canada (PEMAC) Conference
- APSN Talent Development Symposium
- mamawapowin (Virtual Indigenous Student Centre)
- Visit with MLA Sinclair
- Meeting with Minister Sawhney and Deputy Minister Wilson, Advanced Education
- Advocacy Day – APSN
- Alberta Chamber of Commerce – Annual Strategic Planning Session
- Comprehensive Community College President Retreat

3.3 Risk Management

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

Highlights include:

- Cybersecurity risks
- Canada Revenue Agency Audit

Executive Assistant, Vice President, Academic Amanda Francis exited the meeting at 11:59 a.m.

Meeting of the Board of Governors broke for lunch at 12:00 p.m.

Meeting of the Board of Governors reconvened at 12:55 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 2023-2024 Academic Council Appointments

Programs & Services Committee Chair Ward spoke to recommended appointments for Academic Council for the 2023-2024 academic year.

Board appointed Regular members that shall remain on Academic Council for 2023-2024:

- Brad Onofrychuk – Statutory Member/President’s Designate
- Tammy Purchase (Registrar)
- Josh de Vries

Board appointed alternates that will remain on Academic Council for 2023-24:

- Jasmine Light
- Brian Panasiuk
- Gillian Watson

Motion 003-23/24 To approve appointment of Amy Saitz, Doug Higginson, Angie White and Michelle Mitchell as regular members and Robyn Ord-Boisvert as alternate member to Northern Lakes College Academic Council for the 2023-2024 academic year.

Moved by Kyle Paulson

CARRIED

4.2 2022-2023 Financial Results and Statements

Executive Director, Finance Services Sergey Semagin reiterated highlights from the 2022-2023 financial statements.

Motion 004-23/24 To approve the financial statements for the 2022-2023 fiscal year as presented.

Moved by Kyle Paulson

CARRIED

4.3 Office of the Auditor General Exit Conference Report

Executive Director, Finance Services Sergey Semagin reiterated highlights from the Office of the Auditor General Exit Conference Report.

Motion 005-23/24 To approve the Office of the Auditor General Exit Conference Report for the 2022-2023 fiscal year as presented.

Moved by Darrell Ghostkeeper

CARRIED

4.4 Human Resources Annual Report

Executive Director, Human Resources and Health & Safety provided information to the Board of Governors for the 2022-2023 fiscal/academic year. Highlights include:

- Areas of responsibility
 - labour relations
 - recruitment
 - succession planning
 - payroll & benefits
 - professional development
 - budget

- occupational health & safety

4.5 Public Sector Compensation Transparency Act

Executive Director, Human Resources and Health & Safety provided information to the Board of Governors related to the Public Sector Compensation Transparency Act and its application to the Board of Governors. All remuneration paid to Governors between January 1 and December 31, 2023 will be disclosed regardless of threshold. The threshold is \$151,804 and will be posted publicly.

4.6 Research Ethics Policy

President Glenn Mitchell presented the Research Ethics Policy to the Board of Governors for approval.

Motion 006-23/24 To approve the Research Ethics Policy as presented.
Moved by Treena Ward
CARRIED

4.7 Intellectual Property Policy

President Glenn Mitchell presented the Intellectual Property Policy to the Board of Governors for approval.

Motion 007-23/24 To approve the Intellectual Property Policy as presented.
Moved by Darrell Ghostkeeper
CARRIED

4.8 Employee Awards Policy

President Glenn Mitchell presented the Employee Awards Policy to the Board of Governors for approval.

Motion 008-23/24 To approve the Employee Awards Policy as presented.
Moved by Travis Sharron
CARRIED

4.9 Convocation Location

Governor Ward spoke to selecting a default location for convocation. Locations were discussed along with financial implications, resources, and restrictions.

Motion 009-23/24 To approve Slave Lake as the default location for Convocation and Capping & Pinning going forward.
Moved by Lana Daniels
CARRIED

4.10 Student Residence

Chair Sharkawi spoke to the Board of Governors about a shortage of housing in High Prairie and the students need for a residence. Governor Labrecque reiterated past discussion of the Board of Governors regarding the College being in the business of education not housing. Discussion was held regarding external parties and potential provisions. President Mitchell will pursue this avenue.

Brad Onofrychuk, Dana Hynes and Sergey Semagin exited the meeting of the Board of Governors at 1:57 p.m.

4.11 In-Camera

Motion 010-23/24 To move the meeting of the Board of Governors in-camera.
Moved by Darrell Ghostkeeper
CARRIED

Motion 011-23/24 To approve the meeting of the Board of Governors to break from in-camera.
Moved by Kyle Paulson
CARRIED

The Executive Committee provided a briefing to the Board of Governors regarding recent matters. Discussion was held and the Board of Governors supports this direction.

The public meeting of the Board of Governors adjourned October 11, 2023 at 2:33 p.m.