



Northern Lakes College Board of Governors
Meeting Minutes
 April 10, 2024

Governors
Barry Sharkawi, <i>Public, Chair</i>
Dr. Glenn Mitchell, <i>President & CEO, Ex-Officio</i>
Treena Ward, <i>Public</i>
Barb Hatch, <i>Public</i>
Adele Suderman, <i>Student</i>
Nancy Giese, <i>Academic</i>
Travis Sharron, <i>Student</i>
Lucille Labrecque, <i>Public</i>
Kyle Paulson, <i>Non-Academic</i>
Guests
Katie Perpeletza, <i>President, NLCSA</i>
Kellie Ominayak, <i>Vice President, NLCSA</i>
Lindsey Orr-Anderson, <i>Treasurer, NLCSA</i>
Jennifer Sharron, <i>Secretary, NLCSA</i>
Valerie Adams, <i>Student Leader Coordinator, NLCSA</i>
Tree Genowish, <i>Business Manager, NLCSA</i>
Resource Team
Tracey Solcan, <i>Executive Assistant, President & CEO and Board of Governors</i>
Regrets
Ivan Sawan, <i>Public</i>
Lana Daniels, <i>Public, Vice Chair</i>
Darrell Ghostkeeper, <i>Public</i>

1. Opening

1.1 Call to Order: The April 10, 2024 public meeting of the Board of Governors was called to order at 11:48 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

March 5, 2024 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 April 10, 2024 meeting for transparency.

Signing authority with the Colleges financial institution requires changes due recent changes in management.

Motion 030-23/24 That the Board of Governors approve rescinding any and all prior motions related to position titles and names of incumbents delegating signing authority for financial institutions, including but not limited to motion 005-20/21.

Motion 031-23/24 That the Board of Governors approve signing authority for all Northern Lakes College accounts in RBC Wealth Management and Royal Bank Canada to the following positions and subsequent incumbents:
Chair, Board of Governors, Bady El-Sharkawi
President & CEO, Glenn Mitchell
Vice President, Academic, Brad Onofrychuk
Executive Director, Human Resources and Health & Safety, Dana Hynes

2.1 Adoption of Public Meeting Agenda

The April 10, 2024 agenda for the Board of Governors meeting was reviewed and adopted as presented.

Motion 032-23/24 That the agenda for the April 10, 2024 public meeting of the Board of Governors be adopted as presented.
Moved by Travis Sharron
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 February 14, 2024 minutes for the public meeting of the Board of Governors were reviewed for errors or omissions.

Motion 033-23/24 The February 14, 2024 minutes of the public meeting of the Board of Governors be accepted as presented.
Moved by Barb Hatch
CARRIED

3. Reports

3.1 Chairman

The Chairmans Report was provided to the Board of Governors orally by Chair Sharkawi. Chair Sharkawi spoke to Eid. Chair Sharkawi spoke to recent meetings, not College related, but hearing good things from others. Chair Sharkawi spoke to consistently listening for funding opportunities and expressed gratitude for our wonderful Governors. Chair Sharkawi spoke to concerns regarding absent Governors and needing to action these concerns. Chair Sharkawi spoke to bringing the topic of an MRI machine to the Board of Governors for information and discussion and how this may benefit the area; with suggestions was to have the MRI operator potentially train the students. Chair Sharkawi spoke to recent interactions with MP Viersen regarding federal funding for indigenous students for their education and the College needing to look in to this. Chair Sharkawi spoke to MLA Sinclair indicating the Minister of Advanced Education will be coming for a visit in June 2023 and invitations being extended to all Governors. Highlights include:

- Meeting with Advanced Education
- Meeting with Executive Assistant for signatures

Discussion was held by the Governors regarding actioning the topic of an MRI and what next steps would be required. Governors supported this as a piece of information from Chair Sharkawi.

Discussion was held by the Governors regarding the function and responsibilities of the College. Chair Sharkawi spoke to political meetings and the need to advocate. Governor Hatch and Ward spoke to the Board of Governors being a governance board. Chair Sharkawi spoke to each Governor bringing a list of five minutes of concerns from each Governor pertaining to their community, Governors discussed the responsibilities of the Board of Governors being primarily governance.

The meeting of the Board of Governors broke for lunch at 12:22 p.m.

The meeting of the Board of Governors reconvened at 1:00 p.m.

3.2 President

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

Highlights include:

- Peavine Métis Settlement modular placements
- International student institution caps; international cohorts scheduled will be held for 2025-2026
- Class 1 Driver Training program update
- Crime concerns and mitigation
- Honorable Mention from CIGan (Colleges and Institutes Canada) for Indigenous Education Excellence Award

3.3 Council of Community Education Committees

President Glenn Mitchell provided the minutes from the December 7, 2023 meeting of the Council of Community Education Committees to the Board of Governors for information.

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 Northern Lakes College Students' Association

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

- Framework
- Leadership structure
- Accessible representation
- Advocacy and engagement
- Understanding the Student Journey
- Core objectives
- Financial statements for year ending June 30, 2023

Governors expressed thanks to the Students' Association for all their work and dedication to supporting their fellow students' success.

4.2 2024-2025 Capital and Operating Budgets

President Glenn Mitchell reiterated highlights from the Audit & Finance Committee related to the 2024-2025 capital and operating budgets.

Motion 034-23/24 To approve the 2024-2025 operating budget as presented.
Moved by Kyle Paulson
CARRIED

Motion 035-23/24 To approve the 2024-2025 capital budget as presented.
Moved by Kyle Paulson
CARRIED

4.3 Delegation of Authority – Physical Resources Policy

President Mitchell will present the Delegation of Authority – Physical Resources Policy to the Board of Governors for approval. Highlights will include:

- General housekeeping
- Renewal cycle
- Addition of objective statement

Motion 036-23/24 To approve the Delegation of Authority – Physical Resources Policy as presented.
Moved by Lucille Labrecque
CARRIED

4.4 Professional Development for Board of Governors Policy

President Mitchell will present the Professional Development for Board of Governors Policy to the Board of Governors for approval. Highlights will include:

- General housekeeping
- Renewal cycle
- Revision to process
- Removal of reference to second term
- Stakeholder consultation

Motion 037-23/24 To approve the Professional Development for Board of Governors Policy as presented.
Moved by Travis Sharron
CARRIED

4.5 Admissions Policy

President Mitchell will present the Admissions Policy to the Board of Governors for approval. Highlights will include:

- Addition of objective statement
- Renewal cycle
- Revision of policy owner/administrator
- Stakeholder consultation

Motion 038-23/24 To approve the Admissions Policy as presented.
Moved by Adele Suderman
CARRIED

4.6 Student Services Policy

President Mitchell will present the Student Services Policy to the Board of Governors for approval.

Highlights will include:

- Addition of objective statement
- Renewal cycle
- Revision of policy owner/administrator
- Stakeholder consultation

Motion 039-23/24 To approve the Student Services Policy as presented.
Moved by Treena Ward
CARRIED

4.7 Professional Development Request

Executive Assistant spoke to a request from three Governors to attend the virtual Chairing Effective Meetings course offered by the Governance Professionals of Canada. Highlights of the webinar include:

- Collaboration between members
- Leading meetings
- Preparation
- Cost is \$499 + HST per participant

Motion 040-23/24 To approve Governor Ward, Governor Suderman, and Governor Hatch to attend the virtual Chairing Effective Meetings course (Governance Professionals of Canada).
Moved by Kyle Paulson
CARRIED

4.8 High Prairie Student Residence

President Mitchell presented additional information to the Board of Governors regarding options related to a student residence in High Prairie. This topic was previously discussed at the February 14, 2024 and October 11, 2023 meetings of the Board of Governors.

Motion 041-23/24 To approve the Student Residence Project to a maximum of \$3,500,000 pending land approvals by the Town of High Prairie.
Moved by Nancy Giese
CARRIED

Motion 042-23/24 To approve the transfer of \$3,500,000 to Restricted Funds for the purpose of the Student Residence Project.
Moved by Lucille Labrecque
CARRIED

The public meeting of the Board of Governors ended April 10, 2024 at 2:06 p.m.