



Northern Lakes College Board of Governors
Meeting Minutes
 June 12, 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>
Lana Daniels, <i>Public, Vice Chair</i>
Lucille Labrecque, <i>Public</i>
Kyle Paulson, <i>Non-Academic</i>
Resource Team
Brad Onofrychuk, <i>Vice President, Academic</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
Nancy Giese, <i>Academic</i>
Darrell Ghostkeeper, <i>Public</i>
Travis Sharron, <i>Student</i>

1. Opening

1.1 Call to Order: The June 12, 2024 public meeting of the Board of Governors was called to order at 11:12 a.m. by Chair Barry Sharkawi.

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

1.3 Land Acknowledgement

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.

1.4 Conflict of Interest

Chair Sharkawi provided Governors an opportunity to declare a conflict of interest with agenda items as noted. No conflicts were declared.

1.5 Confidentiality

Chair Sharkawi reminded Governors of their fiduciary duty to main confidentiality of information acquired by virtue of their position.

2. Consent Items

2.1 Confirmation of Public Meeting Agenda

The June 12, 2024 agenda for the Board of Governors meeting was reviewed and adopted as presented.

2.2 Approval of Public Meeting Minutes

The April 10, 2024 minutes for the public meeting of the Board of Governors were reviewed for errors or omissions.

Motion 043-23/24 The April 10, 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 Chairman Report was provided to the Board of Governors orally by Chair Sharkawi. Chair Sharkawi spoke to appreciation of respect, transparency and cohesiveness of the Board of Governors as a whole. Chair Sharkawi spoke to pride in being part of the College Governors while still looking for opportunities to improve. Chair Sharkawi spoke to the desperate need for additional space at the Slave Lake Campus to accommodate the Colleges increased growth. Additional highlights include:

- Meeting with Premier and Minister and sister PSIs re: Bill 18 Provincial Priorities Act
- Convocation 2024

3.2 President

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

- Convocation 2024: Attendance by Minister Todd Loewen
- Council of Community Education Committee meeting
- Treaty No. 8 125th Commemoration Celebration
 - Native Cultural Arts Museum
- Mobile Trailers
- Interim Compensation – Executive and Non-Union
 - Within established budget

Motion 044-23/24 To approve the 2024 Interim Approach for compensation for Executive and Non-Union employees.
Moved by Treena Ward
CARRIED

3.3 Risk Management

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

- Bargaining: AUPE & Faculty Association
- Bill 18 – Provincial Priorities Act
- Real Property Governance Act
- International conflicts
 - Free speech; safety on campus

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

The meeting of the Board of Governors reconvened at 12:41 p.m.

Executive Director, Human Resources and Health & Safety joined the meeting at 12:41 p.m.

3.4 Council of Community Education Committees

President Glenn Mitchell provided the minutes from the March 7, 2024 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 Academic Council Appointments 2024-2025

Vice President, Academic Brad Onofrychuk spoke to appointment recommendations for the 2024-2025 academic year for Academic Council.

Motion 045-23/24 To approve appointment of Dean Vanvelzer and Leon Rose as regular members and Michelle Mitchell, Ann Noseworthy and Melissa Rhodes as alternate members to Northern Lakes College Academic Council for the 2024-2025 year.
Moved by Kyle Paulson
CARRIED

Vice President, Academic exited the meeting at 12:44 p.m.

4.2 Public Sector Compensation Transparency Act

President Glenn Mitchell 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 \$150,219 and will be posted publicly.

4.3 Investment of Funds Policy

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

- Correction to conflicting statement
- Stakeholder consultation

Motion 046-23/24 To approve the Investment of Funds Policy as presented.
Moved by Treena Ward
CARRIED

4.4 Travel Expense, Hospitality and Public Disclosure Policy

President Mitchell will present the Travel Expense, Hospitality and Public Disclosure Policy to the Board of Governors for approval. Highlights will include:

- Three-month submission timeline
- Approval beyond timeline pending extenuating circumstances
- Stakeholder consultation

Motion 047-23/24 To approve the Travel Expense, Hospitality and Public Disclosure Policy as presented.
Moved by Kyle Paulson
CARRIED

4.5 Student Information System

President Mitchell will present information regarding the Student Information System to the Board of Governors for approval. Highlights will include:

- Current system is aging
- Request for Proposal and Responses
- Implementation – 22-month timeline
- Initial implantation plus year 1 costs will be \$3,456,701

Motion 048-23/24 To approve the Student Information System – Anthology Project to a maximum of \$3,500,000.
Moved by Kyle Paulson
CARRIED

Motion 049-23/24 To approve the transfer of \$3,500,000 to Restricted Funds for the purpose of the Student Information System – Anthology Project.
Moved by Barb Hatch
CARRIED

4.6 2024-2025 Work Plan

Executive Assistant presented the work plan to the Board of Governors for information. The work plan is developed based on legislative and provincial reporting requirements.

4.7 President & CEO Annual Review

President Glenn Mitchell presented to the board accomplishments for the 2023-2024 academic year based on his annual appraisal. Highlights include:

- Strategic leadership and governance
- Public relations
- Operational leadership
- Risk management
 - Legislative Compliance: 2023/2024 – 27 pieces of legislation
- Goals

4.8 In Camera

Motion 050-23/24 To move the meeting of the Board of Governors in-camera.
Moved by Treena Ward
CARRIED

Motion 051-23/24 To approve the meeting of the Board of Governors to break from in-camera.
Moved by Treena Ward
CARRIED

Motion 052-23/24 To approve the performance evaluation of the President & CEO as presented.
Moved by Lucille Labrecque
CARRIED

Motion 053-23/24

To approve an increase to the salary of the President & CEO that shall mirror that of the 2024 Interim Approach for compensation for Executive and Non-Union employees.

Moved by Lucille Labrecque

CARRIED

The public meeting of the Board of Governors ended June 12, 2024 at 2:11 p.m.