

| BOARD APPOINTED | | | |
|-------------------------------------|----------------|--------------------------|----------------|
| Regular Members | Present | Alternate Members | Present |
| Brad Onofrychuk | ✓ | Ann Noseworthy | ✓ |
| Angie White | ✓ | Gillian Watson | X |
| Dean Vanvelzer | ✓ | Jasmine Neustaeter | ✓ |
| Doug Higginson | ✓ | Melissa Rhodes | X |
| Joshua de Vries, <i>Vice Chair</i> | X | Michelle Mitchell | X |
| Tammy Purchase | ✓ | Robyn Ord-Boisvert | X |
| Vacant | X | | |
| FACULTY ASSOCIATION | | | |
| Regular Members | Present | Alternate Members | Present |
| Heidi Panych | X | Brandy Rooks | X |
| Karen Campbell | ✓ | Chantal Tkach | X |
| Alyssa Kulchisky | X | Shaun Stevenson | X |
| Katharine Viscardis | X | Terry Denney | ✓ |
| Katherine Olasker | X | Wesley Purchase | X |
| Kathryn Adams, <i>Chair</i> | ✓ | Randah Mouallem | X |
| Nicole Carroll | ✓ | Vacant | |
| STUDENTS' ASSOCIATION | | | |
| Regular Members | Present | Alternate Members | Present |
| Christopher Noskiye | X | Vacant | |
| Eden Simon | ✓ | Vacant | |
| Jennifer Sharron, <i>Secretary</i> | ✓ | Vacant | |
| Lindsey Orr-Anderson | ✓ | Vacant | |
| Vacant | X | Vacant | |
| Vacant | X | Vacant | |
| Vacant | X | Vacant | |
| OTHER | | | |
| Amanda Touzeau, Recording Secretary | ✓ | | |

1. OPENING:

1.1 Call to Order

Chair Kathryn Adams, called the meeting to order at 1:00 p.m.
Quorum was met.

2. CONSENT ITEMS:

2.1 Approval of Agenda

MOVED by: Jennifer Sharron
SECONDED by: Angie White
To approve the agenda as amended.
CARRIED

2.2 Review of Previous Minutes – April 1, 2025

Minutes were reviewed by members who attended the April 1, 2025, meeting for any errors or omissions.

MOVED by: Tammy Purchase

SECONDED by: Ann Noseworthy

To approve the minutes as presented.

CARRIED

3. NEW BUSINESS:

3.1 Draft Academic Calendar

Tammy Purchase presented the Draft Academic Calendar from the meeting package. She noted that the Academic Penalty Deadline will be updated once all the programs have been built in the system.

Doug inquired about the Faculty Vacation days, which will be discussed in the Deans' Council.

Brad highlighted the significance of September 30th, National Truth and Reconciliation Day. He explained that, with the support of the Indigenous Advisory Council, Northern Lakes College will observe this day by closing to encourage participation in community events and personal reflection. While some areas of the college may remain operational, there will be no classes.

4. POLICIES, PROCEDURES & REGULATIONS:

4.1 TOR – Student Appeals Level Two Committee

Tammy reviewed the proposed changes to the Terms of Reference. The amendments were made to clarify membership and titles, improve housekeeping, and update the process to include an appeals email, providing a central location for initiating the process. In operational guidelines, the addition of item eight includes the process if there is a conflict of interest.

Brad expressed his gratitude to Tammy for her extensive work on numerous student policies and procedures. He emphasized that these policies and procedures are widely utilized and that appeals are taken very seriously. The changes aim to accurately reflect the work being done, rather than simply making changes for the sake of it. These Terms of Reference outline the formation of the committee and provide recommendations that the Vice President, Academic will either accept or offer an alternate decision.

MOVED by: Lindsey Orr-Anderson

SECONDED by: Dean Vanvelzer

To recommend that the TOR – Student Appeals Level Two Committee be sent to the President's Advisory Team for approval.

CARRIED

4.2 Academic – Student Appeals Procedure

Tammy Purchase reviewed the proposed changes to streamline and update the process. Documents are now submitted electronically to the student appeals email. The council recommended removing "via Teams" in the procedure section, item 9 and in the Appeal Process section, three, item e, the committee recommends a decision rather than rendering a decision.

MOVED by: Ann Noseworthy

SECONDED by: Angie White

To recommend that the Student Appeals Procedure be sent to the President's Advisory Team for approval.

CARRIED

4.3 Academic – Student Conduct Policy

Tammy Purchase reviewed the proposed addition of the objective to the policy.

MOVED by: Nicole Carroll

SECONDED by: Jennifer Sharron

To recommend that the Student Conduct Policy be sent to the President's Advisory Team for approval.

CARRIED

4.4 Academic – Student Conduct Procedure

Tammy Purchase reviewed the proposed changes to the procedure, which aim to clarify language and update processes. The council had questions regarding the wording in section three, item B. The department will review for minor updates.

MOVED by: Angie White

SECONDED by: Doug Higginson

To recommend that the Student Conduct Procedure be sent to the President's Advisory Team for approval with possible changes.

CARRIED

5. INFORMATION ONLY:

5.1 TOR – Student Awards Advisory Committee

5.2 TOR – Student Awards Selection Committee

5.3 Disruption of Service Due to Adverse Conditions Procedure

6. NEXT MEETING AND ADJOURNMENT:

Fall

Brad Onofrychuk acknowledged that this was the last 2024-2025 academic year meeting. He thanked the council for all their contributions and recommendations throughout the year. He highlighted some of the work the council has accomplished this year: program proposals, policy, procedure, and regulation recommendations. He conveyed how this work transforms lives and expressed gratitude to everyone.

Meeting adjourned at 2:12 p.m.