

Mission Statement

With respect for cultures and the needs of communities, Northern Lakes College provides quality educational programs and services which enable adults to continue their education, to improve their employment opportunities, and to enhance their quality of life.

Vision Statement

Northern Lakes College will be recognized as a first-choice community-based college with the most accessible programs and services in Alberta.



MINUTES The Board of Governors of Northern Lakes College

March 21, 2019

10:00 a.m.

Wabasca Campus, 861 Mistassinii Road, Wabasca, AB, Room 135/137

Present:

Governors	
Daniel Vandermeulen - <i>Public Member (Chair)</i>	✓
Fern Welch - <i>Public Member</i>	✓
Ray Stern - <i>Public Member</i>	✓
Tim Murphy - <i>Faculty Association-Nominated Member</i>	✓
Rachel Ouellette - <i>Staff Association-Nominated Member</i>	✓
Candice Calliou - <i>Public Member</i>	
Gloria Fierro - <i>Student Nominated Member via telephone</i>	✓
Inier Cardinal - <i>Public Member</i>	
Marie Dyck - <i>Public Member</i>	
Ernst (Ernie) Grach - <i>Public Member</i>	✓
Ann Everatt - <i>President and CEO</i>	✓
Staff	
Madeline McVey, <i>Vice President, Academic</i>	✓
Rob LeSage, <i>Vice President, Corporate Services and Chief Financial Officer</i>	✓
Bruce D'Sena, <i>Chief Information Officer</i>	✓
Tracey Solcan, <i>Executive Assistant, Board of Governors</i>	✓
Guests	
Diane Smith, <i>Executive Director, Student Services</i>	✓
Sergey Semagin, <i>Senior Director, Finance</i>	✓
Glenn Mitchell, <i>Dean, Business, Academics & University Studies</i>	✓

1. Opening:

1.1 Confirm Quorum: Quorum established

1.2 Call to Order: The meeting was called to order at 10:00 a.m. by Chair, Daniel Vandermeulen.

1.3 Conflict of Interest: No conflict was declared.

2. Consent Items:

2.1 Adoption of Public Meeting Agenda

Amendments to the agenda: Addition of 2.3 Approval of January 23, 2019 Board of Governors Retreat minutes.

MOTION 081-18/19: That the agenda for March 21, 2019 be adopted as amended.
Moved by Ernst Grach
CARRIED

2.2 Acceptance of Minutes

The February 21, 2019 minutes were reviewed for any errors or omissions.

MOTION 082-18/19: That the February 21, 2019 minutes be accepted as presented.
Moved by Ray Stern
CARRIED

2.3 Acceptance of Minutes

The January 23, 2019 Board Retreat meeting minutes were reviewed for any errors or omissions.

MOTION 083-18/19: That the January 23, 2019 Board Retreat minutes be accepted as presented.
Moved by Ray Stern
CARRIED

3. Reports:

3.1 Chairmans' Report: Daniel Vandermeulen

The Board Chair's Report was presented to the Board.

3.2 Presidents' Report: Ann Everatt

The President's Report was presented to the Board.

- Canada Survey 2018: Enrollment Snapshot
- 2019 – 2020 Budget
- 2019 Convocation – June 6 & 7, 2019
- 2019 Election

3.3 High Prairie Campus Construction Committee Report: Ray Stern

The High Prairie Campus Construction Committee Report was presented to the Board.

- Tenders
- Plus One Campus

3.4 Council of Community Education Committee Report: Ann Everatt

The Council of Community Education Committee Report to the Board.

- CCEC and CEC related policy and regulation discussion will occur in Agenda Item 7.2.
- CCEC Workshop is occurring on May 1 and 2, 2019 in Peace River.

3.4.1 Council of Community Education Committee February 13, 2019 Draft Meeting Minutes

3.5 Risk Management Report: Robert LeSage & Bruce D'Sena

The Risk Management Report was presented to the Board.

3.6 Post-Secondary Collaborations: Ann Everatt

The Post-Secondary Collaboration Report was presented to the Board.

- Athabasca University
- SAIT
- University of Calgary

3.7 Communication Plan

The Communication Plan was presented to the Board. Further development is required.

4. Committees

The Board broke away for committee meetings at 11:00 a.m.

5. Lunch: 12:00 p.m. -12:30 p.m.

The Board as a whole resumed meeting at 2:05 p.m.

6. Business:

6.1 Audit & Finance Committee Report

Ray Stern provided a report on the Audit & Finance Committee meeting.

- Peerless Trout First Nations Agreement
- Alberta Infrastructure – Canada Infrastructure Program (CIP) Expression of Interest

6.1.1 Office of the Auditor General Entry Meeting

Ray Stern provided a report on the Office of the Auditor General Entry meeting.

6.1.2 2019 – 2020 Budget – 1st Reading

Budget for 2019 – 2020 is balanced with the expectation of a 3% decrease in funding. Included are known negotiated salary increases for bargaining unit staff.

MOTION 084-18/19: To approve the 1st reading of the 2019-2020 budget.
Moved by Ray Stern
CARRIED

6.2 Programs & Services Committee Report

Fern Welch provided a report on the Programs & Services Committee meeting.

Invasive Procedures for Paramedicine Programs Policy (Item 7.1)

Fern Welch spoke to modifications made to Invasive Procedures for Paramedicine Programs Policy.

MOTION 085-18/19: To approve Invasive Procedures for Paramedicine Programs Policy as amended.
Moved by Fern Welch
CARRIED

6.3 Community Adult Learning Program (CALP) Presentation

Glenn Mitchell, Dean of Business, Academics and University Studies presented information on the Community Adult Learning Program.

6.4 2019 – 2022 Comprehensive Institutional Plan

President Ann Everatt presented the 2019 – 2022 Comprehensive Institutional Plan to the Board of Governors for 1st reading.

MOTION 086-18/19: To approve the 1st reading of the 2019 – 2022 Comprehensive Institutional Plan.
Moved by Tim Murphy
CARRIED

6.5 Amalgamation of Peace River Awards

President Ann Everatt spoke to 3 award funds currently existing with minimal amounts totaling \$9149.69. These funds were initially provided through an allocation from the Fairview Campus to NAIT and then transferred to Northern Lakes College for dispersal.

MOTION 087-18/19: To approve amalgamation of 3 Peace River Awards; Peace River Student Leadership, Peace River Student Association Bursary, and Peace River Academic Upgrading Student Award.
Moved by Ray Stern
CARRIED

7. Policies:

7.1 Invasive Procedures for Paramedicine Programs Policy

Spoke to as part of Item 6.2 Programs & Services Committee report to Board of Governors.
Approved as amended with Motion 085-18/19.

7.2 CCEC & CEC Related Policies

President Ann Everatt spoke to policies, procedures and regulations as they pertain to Council of Community Education Committees.

7.2.1 Community Program Fund & Regional Program Fund Procedure

7.2.2 Public Advisory Bodies Policy

7.2.3 Delegation of Authority – Programs and Services Policy

7.2.4 Honoraria Policy

President Ann Everatt spoke to modifications made to the Honoraria Policy.

MOTION 088-18/19: To approve Honoraria Policy as amended.
Moved by Ernst Grach
CARRIED

7.2.5 Administration of Honoraria Regulation

7.2.6 Travel Expense, Hospitality and Public Disclosure Policy

8. Next Agenda:

The next meeting will be held in Driftpile on April 18, 2019.

Additions to April 18, 2019 Agenda:

- Communication Plan

9. In Camera Session

No in camera session was required.

10. Conclusion of Public Meeting

MOTION 089-18/19: To conclude the March 21, 2019 public meeting of the Board of Governors for Northern Lakes College.

Moved by

CARRIED

The meeting adjourned March 21, 2019 at 3:17 p.m.