

#### 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

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May 23, 2019

10:00 a.m.

Room B17, Valleyview Campus, 5003 – 50 Street, Valleyview, AB

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### 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</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>	✓
Diane Smith, <i>Executive Director, Student Services (via telephone)</i>	✓
Tracey Solcan, <i>Executive Assistant, Board of Governors</i>	✓
Guests	
Sergey Semagin, <i>Senior Director, Finance</i>	✓
Dana Hynes, <i>Executive Director, Human Resources and Health &amp; Safety</i>	✓

### 1. Opening:

**1.1 Confirm Quorum:** Quorum established.

**1.2 Call to Order:** The public meeting of the Board of Governors 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

**MOTION 099-18/19:** That the agenda for the May 23, 2019 public meeting of the Board of Governors be adopted as presented.

Moved by Fern Welch

CARRIED

### 2.2 Acceptance of Minutes

The April 18, 2019 minutes were reviewed for any errors or omissions.

**MOTION 100-18/19:** That the April 18, 2019 minutes of the public meeting of the Board of Governors be accepted as presented.

Moved by Marie Dyck

CARRIED

## 3. Reports:

### 3.1 Chairmans' Report: Daniel Vandermeulen

The Board Chair's Report was presented to the Board. Highlights include:

- CCEC Meeting & Workshop
- Meeting with Minister Nicolaides
- CCC Spring Retreat
- Member of the Legislative Assembly Visits

### 3.2 Presidents' Report: Ann Everatt

The President's Report was presented to the Board.

### 3.3 High Prairie Campus Construction Committee Report: Ray Stern

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

- Tenders Confirmed
- Value Engineering
- Ground Breaking

### 3.4 Council of Community Education Committee Report: Ann Everatt

The Council of Community Education Committee Report to the Board. Highlights include:

- Business Boot Camp
- Speake Series
- Community Program Fund
- Blanket Exercise
- Peerless Trout Campus
- Student Awards

### 3.5 Risk Management Report: Robert LeSage

The Risk Management Report was presented to the Board. Highlights include:

- Tuition and Fees Freeze
- Occupational Health & Safety Legislation Costs
- Modifications to Lights On Funding

### **3.6 Post-Secondary Collaborations: Ann Everatt**

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

### **3.7 Communication Plan**

The Communication Plan was presented to the Board.

**Lunch:** 12:30 p.m. -1:00 p.m.

### **Committees**

The Board broke away for committee meetings at 12:30 p.m.

**The Board as a whole resumed meeting at 2:27 p.m.**

#### **6.1 Audit & Finance Committee Report**

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

- Health & Safety Software
- Accounts Receivables
- Student Information System
- Campus Security Initiatives

##### **6.1.1 2019 – 2020 Budget – 3<sup>rd</sup> & Final Reading**

**MOTION 101-18/19:** To approve the 3<sup>rd</sup> & final reading of the 2019-2020 operating budget as presented.

Moved by Ray Stern

CARRIED

**MOTION 102-18/19:** To approve the 3<sup>rd</sup> & final reading of the 2019-2020 capital budget as presented.

Moved by Ray Stern

CARRIED

#### **6.2 Programs & Services Committee Report**

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

**MOTION 103-18/19:** To approve the Computer Network Specialist Program.

Moved by Fern Welch

CARRIED

#### **6.3 2019 – 2022 Comprehensive Institutional Plan**

President Ann Everatt presented the 2019 – 2022 Comprehensive Institutional Plan to the Board of Governors for 3<sup>rd</sup> & final reading.

**MOTION 104-18/19:** To approve the 3<sup>rd</sup> & final reading of the 2019 – 2022 Comprehensive Institutional Plan as presented.

Moved by Ray Stern

CARRIED

#### **6.4 2019 – 2020 Northern Lakes College Board of Governors Meeting Schedule & Work Plan**

President Ann Everatt presented the 2019 – 2020 NLC Board of Governors meeting schedule and work plan. 2019-2020 work plan was tabled for development and will be presented at the June 20, 2019 meeting.

### **7. Policies:**

#### **7.1 Development of College Policy**

President Ann Everatt spoke to renewal of Development of College Policy and minor amendments to the same.

**MOTION 105-18/19:** To approve the Development of College Policy as presented.  
Moved by Ernst Grach  
CARRIED

#### **7.2 Professional Development for Board Members Policy**

President Ann Everatt spoke to renewal of Professional Development for Board Members Policy and minor amendments to the same.

**MOTION 106-18/19:** To approve the Professional Development for Board Members Policy as presented.  
Moved by Marie Dyck  
CARRIED

#### **7.3 Delegation of Authority – Physical Resources Policy**

President Ann Everatt spoke to renewal of Delegation of Authority – Physical Resources Policy and minor amendments to the same.

**MOTION 107-18/19:** To approve the Delegation of Authority – Physical Resource Policy as presented.  
Moved by Fern Welch  
CARRIED

### **8. Next Agenda:**

The next meeting will be held in Slave Lake on June 20, 2019 to accommodate scheduling conflicts with the Minister of Advanced Education.

### **9. In Camera Session**

No in camera session was required for the May 23, 2019 meeting.

### **10. Conclusion of Public Meeting**

**MOTION 108-18/19:** To conclude the May 23, 2019 public meeting of the Board of Governors for Northern Lakes College.  
Moved by Ernst Grach  
CARRIED

The meeting adjourned May 23, 2019 at 3:36 p.m.