



**NORTHERN COLLEGE
BOARD OF GOVERNORS MEETING NO. 410
GENERAL SESSION**

Tuesday, January 14, 2014
1:45 p.m.

Timmins Campus Boardroom

PRESENT:

Board: D. Wyatt (Chair)
D. Bérubé (First Vice-Chair)
G. Kemp (Second Vice-Chair)
F. Gibbons (President)
M. Baker
J. Collins
A. Spacek
T. Rosko
M. Milinkovich
R. Foy
C. Carbone

Staff: P. Fortier, Executive Assistant, Office of the President and Board of Governors
L. Charbonneau, V.P., Finance, Administration & Aboriginal Services
P. MacLean, V.P., Academic & Student Success
B. Mack, V.P., Community, Business Development & Employment Services
L. Berthiaume, Director of Student Services, Institutional Research and Registrar
S. Munroe, Director, Technology and Learning Innovation
C. Bresson, Manager, Marketing and Communications
S. Saarinen, Marketing/Communications Officer

REGRETS: S. Louttit
R. Pineault
C. LeClerc
M. Miller
S. Molson

1. OPENING PROCEDURES

(a) CALL TO ORDER

Chair Wyatt moved the meeting into the General Session at 1:45 p.m.

(b) CHAIR'S REMARKS

Chair Wyatt welcomed everyone back and welcomed guests joining the general session. The Chair shared a Traditional Territory Acknowledgement.

2. AGENDA

(a) MODIFICATIONS/ADDITIONS/DELETIONS

There were no additions to the agenda.

(b) ADOPTION

Moved by: J. Collins	Motion
Seconded by: C. Carbone	06-01-14
THAT the agenda for the Meeting No. 410 of the Board of Governors of Northern College of Applied Arts & Technology dated January 14, 2014 be adopted as presented.	Carried

3. CONFLICT OF INTEREST – DECLARATIONS

The Chair called for disclosures of actual, potential, or perceived conflict of interest. None were expressed.

4. COMMENTS/PRESENTATIONS

President Gibbons reported on January 2014 enrolment stating that 30 full-time students are registered in 13 different programs. This compares to 56 full-time students in 2013.

5. STANDING ITEMS/BUSINESS ARISING

**(a) APPROVAL OF GENERAL SESSION MINUTES NO. 409
(Meeting Held November 12, 2013)**

Moved by: G. Kemp	Motion
Seconded by: A. Spacek	07-01-14
THAT the minutes of Meeting No. 409 dated November 12, 2013 be adopted as presented.	Carried

Motions from the Committee of the Whole minutes of Meeting No. 409, dated November 12, 2013 follow.

<i>Moved by: J. Collins</i>	<i>Motion</i>
<i>Seconded by: M. Baker</i>	<i>88-11-13</i>
<i>THAT the Committee of the Whole Agenda No. 409 dated November 12, 2013 be adopted as presented.</i>	<i>Carried</i>

- | | |
|---|-----------------|
| <i>Moved by: M. Baker</i> | <i>Motion</i> |
| <i>Seconded by: A. Spacek</i> | <i>89-11-13</i> |
| <i>THAT the Committee of the Whole Minutes No. 408 dated September 13, 2013 be approved as presented.</i> | |
| <i>AND THAT motions 72-09-13 to 76-09-13 be recorded in the General Session of the minutes.</i> | |
| | <i>Carried</i> |
| | |
| <i>Moved by: D. Berube</i> | <i>Motion</i> |
| <i>Seconded by: G. Kemp</i> | <i>90-11-13</i> |
| <i>THAT the Board of Governors receive minutes of the Board Executive Committee Meeting held September 3, 2013.</i> | |
| | <i>Carried</i> |
| | |
| <i>Moved by: J. Collins</i> | <i>Motion</i> |
| <i>Seconded by: T. Rosko</i> | <i>91-11-13</i> |
| <i>THAT the Board of Governors receive minutes of the Board Vacancy Nominating Committee Meeting held October 24, 2013.</i> | |
| | <i>Carried</i> |
| | |
| <i>Moved by: C. Carbone</i> | <i>Motion</i> |
| <i>Seconded by: T. Rosko</i> | <i>92-11-13</i> |
| <i>THAT the Board of Governors ratify motion #23-11E-13 adopted by the Board Executive Committee on November 5, 2013.</i> | |
| | <i>Carried</i> |
| | |
| <i>Moved by: A. Spacek</i> | <i>Motion</i> |
| <i>Seconded by: M. Baker</i> | <i>93-11-13</i> |
| <i>THAT the Board of Governors of Northern College approve that Governor George Kemp be appointed to the Board of Governors for a second 3-year term, effective September 2014, through the Lieutenant Governor in Council process.</i> | |
| | <i>Carried</i> |
| | |
| <i>Moved by: M. Baker</i> | <i>Motion</i> |
| <i>Seconded by: D. Berube</i> | <i>94-11-13</i> |
| <i>THAT the Board move into the General Session, time noted at 1:45 p.m.</i> | |
| | <i>Carried</i> |
-

(b) BUSINESS ARISING FROM THE PREVIOUS MEETING

i. Report from Participants at 2013 Higher Education Summit

Chair Wyatt reported that the presentation he and Governor Rosko made at the HES went well and that it generated some discussion afterwards with individuals from other colleges who were interested in finding out more about our orientation manual and annual Board retreat.

President Gibbons indicated that although our Premier's Awards nominees were not selected, Mr. Paul Huet (nominee from the Mining program) and his wife will be establishing a bursary for a student in the Mining program effective this September.

ii. MTCU Differentiation Framework

President Gibbons highlighted some of the minor changes made to the Strategic Mandate Agreement which was submitted to the Ministry on December 20th including greater emphasis on applied research; articulating capital funding needs for the Coleman Wildlife Centre and an Integrated Emergency Services Complex; and finally, highlighting our aspirations to offer 3-year undergraduate degrees in the areas of health sciences and technology. This document has now been reviewed by Ministry staff and colleges will be contacted in the next few weeks should any clarification be required. Per the Ministry's schedule, we expect to meet with the provincial advisor to review our SMA and have an opportunity for last changes by March 31st, 2014.

Members of the Board who took part in the December 12th meeting with Ms. Sue Herbert reported on a very positive meeting. Ms. Herbert was very complimentary to the college and stated that we were further ahead in the area of collaboration than some colleges in the south of the province. Ms. Herbert also made a point to mention that she had enjoyed meeting with members of the community and found her visit to be very productive.

(c) FINANCIAL REPORT

Ms. Loran Charbonneau presented the finance report for the 8 month period ended November 30, 2013 which reflects that the deficit has been further reduced to \$213K. Governor Foy commended college administration for their work to reduce the deficit.

6. NEW BUSINESS

(a) PROTOCOL AGREEMENT – COMPULSORY ANCILLARY FEES

Moved by: R. Foy
Seconded by: G. Kemp
Motion
08-01-14
THAT the Board of Governors approve the Protocol Agreement for Compulsory Ancillary Fees and the Ancillary Fees Schedule for 2014-15, as presented.
Carried

(b) 2014-2015 TUITION FEES

Moved by: M. Baker
Seconded by: G. Kemp
Motion
09-01-14
THAT the Board of Governors approve a 3% tuition fee increase for the 2014-15 academic year, as determined by the Ministry of Training, Colleges and Universities..
Carried

(c) APPROVAL OF BOARD POLICIES

Moved by: J. Collins

Seconded by: D. Berube

THAT the Board of Governors approve the following policies, as presented

By-Law No. 2 – College Council

D-1 General Executive Constraint

D-2 Communication with the Board

D-3 Partnerships and Collaborative Initiatives

Motion

10-01-14

Carried

(d) MTCU PRODUCTIVITY AND INNOVATION FUND AND FINANCIAL HEALTH AND SUSTAINABILITY FUND

President Gibbons provided a synopsis of projects approved for funding and complimented staff for preparing submissions to both of these funds in a very short period of time. The initiatives which will be undertaken and completed by March 31st are all very relevant to our strategic directions. While a synopsis of Productivity and Innovation Fund (PIF) approved projects is provided in the Board package, two submissions to the Financial Health and Sustainability fund were approved in the amount of \$454,500 per year for two years. The first project will allow us to undertake upgrades to classroom teaching technologies and develop a strategic enrolment management plan. In the second year, funds will go towards enhancements to and training on our Management Information System.

7. ROUTINE ITEMS

(a) CORRESPONDENCE

The resignation of Ms. Sherry Panagapka was noted and an election for a new Support Staff representative will be arranged right away.

(b) NORTHERN COLLEGE ABORIGINAL COUNCIL ON EDUCATION

Ms. Loran Charbonneau reported on the NCACE meeting held on January 13th starting with lunch with students in the friendship lounge and a sharing circle in the tipi, led by our elder David Faries. The regular meeting followed where, among other items, an update on the Moosonee Campus Plan was provided, discussion on policy B-3 took place, and an invitation was extended to provide ideas for traditional cultural teachings during this summer's Lightning Trail Summer Camp which is to be offered from August 10 to 15.

(c) PRESIDENT'S REPORT

The President's report is provided in the Board Package. The President also shared information on the upcoming Program Quality Assurance Process Audit (PQAPA) to take place the last week of March. We first underwent an audit in 2009 and this will be our second PQAPA audit. The audit team is comprised of 4 panelists who will review two of our programs in particular as well as college processes in general. A synopsis of how the audit went will be provided at the May or June Board meeting. The President added that as the audit process evolves we expect it to move towards an accreditation system in the future and an accreditation standing will be important in our recruitment efforts.

(d) EXECUTIVE TEAM REPORTS AND STRATEGIC PLAN PROGRESS

Ms. Loran Charbonneau, V.P., Finance, Administration & Aboriginal Services was pleased to inform members that our students are now able to make payments online. This new feature meets an initiative to develop online tools and self-serve options under the Accessible Education strategic direction.

Within marketing initiatives, enhancements have been made to the “My Northern Portal” for students and the look of our college website has been refreshed to be more student-focused rather than a corporate look. Also, new methods of communicating what services are available to students are being utilized including social media, posters and TV monitors on campus, all with a view to increasing student satisfaction and student success.

Promotional videos for our signature programs are at various stages of development or are receiving final editing. These videos will appear on our website, You Tube and will be shared through social media.

Mr. Bob Mack, V.P., Community, Business Development and Employment Services reported on progress made on the Moosonee Campus Plan and the completion of community consultations. Sessions have taken place in Fort Albany, Kashechewan, Moosonee and Moose Factory and a final session is scheduled to be held in Attawapiskat on January 15th. Recommendations will be collated, shared back with communities and an action plan will be prepared.

The college has received \$128,000 in one-time funding to expand academic upgrading programs offered in Moosonee and Moose Factory.

Mr. Mack spoke about the impact that reduced mining activity has had on the ACCT department and how they are moving into other areas of training to generate revenues. We are partnering with the Val D’Or School of Mines to offer a Mineral Processing program; a number of programs continue to be offered in Arviat, Nunavut; and as a new initiative, we will see the introduction of new courses and programs in the summer months such as “So You Think You Can Dance” workshops next summer.

Our partnership agreement with Cambrian College to offer Heavy Equipment Operator training is proving to be successful with 5 programs being offered in Sudbury this month.

Mr. Peter MacLean, V.P. Academic & Student Success spoke about the structure of the 2013-14 Business Plan and how the initiatives are inter-woven between strategic directions rather than fit distinctly under only one area. Mr. MacLean also indicated that the academic team is working to develop metrics to measure those initiatives that relate to student success; however, measurement of some initiatives will be more difficult due to the more relational nature of the initiative. The new Vocantas service that was instituted in the fall to contact students provided an opportunity for follow-up by our staff if students had any areas of concern; cross-referencing data will not only be helpful in assessing whether the initiative itself was successful but also in measuring student success.

(e) PROGRAM ADVISORY COMMITTEE APPOINTMENTS

Moved by: R. Foy

Motion

Seconded by: G. Kemp

11-01-14

THAT the Board of Governors approve the appointment of Mr. Scott Symes and Mr. Shannon Campbell to program advisory committees as presented.

Carried

(f) ADVISORY COMMITTEE MEETING SCHEDULE

As provided in the package. Governor Baker will join the Veterinary Sciences PAC.

[Post-meeting update: other new Board representatives on PACs include Governor Foy on the Pre-Service Firefighter Advisory Committee, Governor Milinkovich on the Welding Advisory Committee and Governor Miller on the Social Service Worker Advisory Committee.]

(g) REPORTS FROM BOARD ADVISORY COMMITTEE REPRESENTATIVES

There were no reports.

(h) BOARD MEMBER COMMUNITY-RELATED UPDATES

Governor Spacek commended the President and college leadership on the profile the college received in a recent Northern Ontario Business edition which highlighted First Nations initiatives.

(i) BOARD OF GOVERNORS WORK PLAN

As provided in the Board package.

(j) FUTURE AGENDA ITEMS

Noted.

(k) NEXT MEETING

Board Meeting: Wednesday, March 5, 2014
Moosonee Campus – Videoconference and Teleconference
Times to be confirmed

Tuesday, March 4, 2014 - Travel Day – by train.

8. BOARD EDUCATION SESSION

Ms. Sara Munroe, Director of Technology and Learning Innovation made a presentation on the Blackboard learning management system.

Chair Wyatt thanked Ms. Munroe for a very informative presentation. Members can preview Blackboard as a guest at: <https://blackboard.northernc.on.ca/webapps/login/>

9. INFORMATION REPORT

As provided in the Board package. A letter of congratulations from the Board will be sent to Ms. Mireille Walsh on receiving the Canadian Association of Practical Nurse Educators (CAPNE) Award for Innovation in Practical Nursing Education.

10. PROPOSED MOTIONS

As recorded in the minutes.

11. ADJOURNMENT

Moved by: M. Milinkovich

THAT the meeting be adjourned.

Time noted at 3:42 p.m.

Motion
12-01-14
Carried

P. Fortier,
Executive Assistant to the Board