



# NORTHERN COLLEGE

## BOARD OF GOVERNORS MEETING NO. 424

### GENERAL SESSION

Tuesday, May 10, 2016  
1:00 p.m.

Kirkland Lake Campus  
Videoconference

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#### **PRESENT:**

**Board:** G. Kemp (Chair)  
A. Spacek (First Vice-Chair)  
R. Foy (Second Vice-Chair)  
F. Gibbons (President)  
A. Rondeau  
C. LeClerc  
B. Allan  
G. Waghorn  
P. McConnell  
S. Munroe  
D. Rizzuto  
C. Shih  
J. Carbonneau

**Staff:** P. Fortier, Executive Assistant, Office of the President and Board of Governors  
M. Baker, V.P., Finance, Administration & Indigenous Services  
L. Berthiaume, Executive Director, Student Services, Institutional Research & Registrar

**Regrets:** L. Kozak  
M. Miller  
D. Seary  
G. Pirie

#### **1. OPENING PROCEDURES**

##### **(a) CALL TO ORDER**

Chair Kemp called the meeting to order at 1:00 p.m.

##### **(b) CHAIR'S REMARKS**

Chair George Kemp welcomed everyone to the Kirkland Lake Campus and also welcomed Ms. Johanne Carbonneau to her first meeting. Chair Kemp shared a Traditional Territory Acknowledgement.

## **2. AGENDA**

### **(a) MODIFICATIONS/ADDITIONS/DELETIONS**

The following was added to the agenda:

Item 6(g) Approval of Contract for College-wide Laptop/Desktop Replacement

### **(b) ADOPTION**

Moved by: P. McConnell	Motion
Seconded by: D. Rizzuto	28-05-16
THAT the agenda for the Meeting No. 424 of the Board of Governors of Northern College of Applied Arts & Technology dated May 10, 2016 be adopted as amended.	
	Carried

## **3. CONFLICT OF INTEREST – DECLARATIONS**

The Chair called for disclosures of actual, potential, or perceived conflicts of interest. The following conflicts were declared:

1. Governor Al Spacek declared a conflict with item 6(c) Approval for Vendor of Record – Photocopier Services;
2. Governors Al Spacek and Rock Foy have a perceived conflict with item 6(e) Applications to the Federal Infrastructure Funding Program.
3. Governor Sara Munroe declared a conflict with item 6(g) Approval of Contract for College-wide Laptop/Desktop Replacement.

## **4. BUSINESS ARISING**

### **(a) LEADERS OF TOMORROW CAMPAIGN UPDATE**

President Gibbons was pleased to report that \$193,289 has been raised to date. A high profile public campaign was initiated this past week in the form of merchant checkout donations at area supermarkets. Dailey's Independent-Timmins and Chartrand's Independent-New Liskeard have confirmed their participation and we are awaiting a response from ValuMart in Iroquois Falls and Pettenuzzo's Independent in Kirkland Lake. Governor Spacek agreed to approach Larabie's Independent Grocer in Kapuskasing. In addition, the college launched a crowd funding initiative on May 9<sup>th</sup>, with a target of \$15K for the social media outreach campaign. A number of photos with corporate donors have been published in newspapers over the past few weeks to recognize donors and raise awareness about the campaign. The President asked that members of the campaign committee follow-up with any of their outstanding industry contacts who might have expressed interest early on but did not commit to making a donation yet, as the campaign will wrap up in June.

### **(b) SECONDARY SCHOOL ADVISORY COMMITTEE UPDATE**

The President reported on our Board goal to reach out to area school boards to engage them and see how we can help one another given we share declining enrolment and a finite demographic. Members of the Committee have reached out to key contacts with the school Boards. The work

of the committee is nearly complete, with one outstanding contact to be made with the French Catholic school board and the college is now moving to an action phase. As a first step, a letter will be sent to DSB-ONE to invite them to meet with college staff and/or to a joint meeting of our Boards. President Gibbons thanked Chair Kemp and Governors Spacek, Foy and Allan for their work on this adhoc committee.

**(c) ATTENDANCE AT 2016 GRADUATION AND AWARDS CEREMONIES**

An updated schedule was provided in the Board package. Any Board member is welcome to attend any of the awards ceremonies or graduation of their choice.

**5. STANDING ITEMS**

**(a) APPROVAL OF GENERAL SESSION MINUTES NO. 423**  
(Meeting Held March 9, 2016)

Moved by: D. Rizzuto	Motion
Seconded by: P. McConnell	29-05-16
THAT the minutes of Meeting No. 423 dated March 9, 2016 be adopted as presented.	Carried

Motions from the Committee of the Whole minutes of Meeting No. 423, dated March 9, 2016 follow.

<i>Moved by: S. Munroe</i>	<i>Motion</i>
<i>Seconded by: G. Pirie</i>	<i>24-03-16</i>
<i>THAT the Committee of the Whole Agenda No. 423 dated March 9, 2016 be adopted as presented.</i>	<i>Carried</i>

<i>Moved by: L. Kozak</i>	<i>Motion</i>
<i>Seconded by: G. Pirie</i>	<i>25-03-16</i>
<i>THAT the Committee of the Whole Minutes No. 422 dated January 12, 2016 be approved as presented.</i>	
<i>AND THAT motions 08-01-16 to 11-01-16 be recorded in the General Session of the minutes.</i>	<i>Carried</i>

<i>Moved by: B. Allan</i>	<i>Motion</i>
<i>Seconded by: A. Spacek</i>	<i>26-03-16</i>
<i>THAT the Board of Governors receive the minutes of the Board Executive Committee meeting held December 17, 2015 and the minutes of the Board Policy Review Committee meetings held December 10, 2015 and February 19, 2016.</i>	
	<i>Carried</i>

<i>Moved by: A. Spacek</i>	<i>Motion</i>
<i>Seconded by: D. Rizzuto</i>	<i>27-03-16</i>
<i>THAT the meeting be adjourned.</i>	<i>Carried</i>

**(b) FINANCE REPORT: VERBAL REPORT ON 2015-2016 FISCAL YEAR**

V.P. Baker informed the Board that our auditors completed their work last week thanks to an outstanding job preparing for the audit by our Finance department staff. Though final numbers will be confirmed in the Audited Financial Statements to be presented to the Board on June 14<sup>th</sup>, we are confident that we will be reporting a small (~\$13K) surplus at the end of fiscal 2016. The Board congratulated college staff on bringing the \$625K deficit to a positive result.

**6. NEW BUSINESS**

**(a) APPOINTMENT OF OFFICERS**

Officers are appointed each year and their terms are effective September 1<sup>st</sup>.

Moved by: R. Foy	Motion
Seconded by: A. Spacek	30-05-16

THAT the following positions be appointed as officers of the corporation for 2016-17:

- President
- Executive Assistant to the Board
- Vice President, Finance, Administration & Indigenous Services/Treasurer
- Vice President, Academic and Student Success

Carried

**(b) ELECTION OF 2016-2017 BOARD EXECUTIVE**

President Gibbons assisted with the election process and invited nominations for the first of the four elected Board Executive positions.

Governor Al Spacek nominated Governor George Kemp for the position of Chair.  
Governor Kemp accepted the nomination.  
The President put out two more calls for any further nominations.  
As there were no further nominations, nominations were closed.  
The Board congratulated Governor Kemp.

Governor Rock Foy nominated Governor Al Spacek for the position of First Vice-Chair.  
Governor Spacek accepted the nomination.  
The President put out two more calls for any further nominations and there were none.  
Nominations were closed.  
The Board congratulated Governor Spacek.

Governor Bill Allan nominated Governor Rock Foy for the position of Second Vice-Chair.  
Governor Foy accepted the nomination.  
The President put out two more calls for additional nominations and there were none.  
Nominations were closed.  
The Board congratulated Governor Foy.

Governor Domenic Rizzuto nominated Governor George Pirie for the position of Governor at Large.

In his absence, the President confirmed that Governor Pirie is willing to let his name stand for the position of Governor at Large.

The President put out two more calls for any other nominations.

There were no additional nominations and nominations were closed.

Congratulations to Governor Pirie.

Moved by: D. Rizzuto

Motion

Seconded by: P. McConnell

31-05-16

THAT the Board of Governors approve the appointment of:

Chair – George Kemp

First Vice-Chair – Al Spacek

Second Vice-Chair – Rock Foy

Governor at Large – George Pirie

to the Executive Committee of the Board, effective September 1, 2016 for a one-year period;

AND THAT any ballots used in conjunction with the elections be destroyed.

Carried

**(c) APPROVAL FOR VENDOR OF RECORD – PHOTOCOPIER SERVICES**

Having declared conflict, Governor Spacek abstained from the vote. V.P. Baker presented the recommendation for approval of a vendor of record.

Moved by: G. Waghorn

Motion

Seconded by: B. Allan

32-05-16

THAT the Board of Governors approve Wyatt Image Solutions as vendor of record for photocopier services at all Northern College campuses, effective May 1, 2016 until April 30, 2021.

Carried

**(d) APPROVAL OF THE 2016-2017 BUSINESS PLAN AND BUDGET**

President Gibbons introduced the plan and was joined by Ms. Lynn Berthiaume and Mr. Mike Baker in presenting 2016-17 Business Plan initiatives and the projected budget.

Moved by: R. Foy

Motion

Seconded by: D. Rizzuto

33-05-16

WHEREAS the Board of Governors of the Northern College of Applied Arts and Technology has a duty to ensure that the College is operated in a fiscally sound manner; AND THAT the Board has reviewed and supports the operational outcomes in the 2016-2017 Business Plan;

THEREFORE be it resolved that the Board of Governors approves the 2016-2017 Business Plan and the 2016-2017 projected budget, as presented;

AND FURTHER THAT the approved budget be submitted to the Ministry in the required College Financial Information System (CFIS) format and that the Business Plan be taken forward to the Ministry of Training, Colleges and Universities and posted to the college website, as required.

Carried

Governor Foy inquired about the mechanism to report progress on business plan initiatives and the President clarified that regular internal monitoring is done through the Academic Operations Working Group. In addition to this continuous monitoring, the Board receives summative monitoring reports from senior administration at Board meetings.

**(e) APPLICATIONS TO THE FEDERAL INFRASTRUCTURE FUNDING PROGRAM**

Governors Spacek and Foy did not participate in the discussion due to a perceived conflict.

President Gibbons informed the Board about the Federal government's strategic investment fund (SIF) program where \$2B is being made available for university and college infrastructure projects. The college has submitted three applications to the SIF program, including the Integrated Emergency Services Complex (IESC) in Timmins, a Learning Centre/Student Commons expansion for Haileybury, as well as an all-campus deferred maintenance and energy conservation submission. The provincial government has confirmed \$5.5M towards the Integrated Emergency Services Complex, which we have leveraged against our federal application; however, should this project not be approved for SIF funding, the college will have discussions with the province about reallocating the funds to the project that receives federal funding. We have engaged the two region MPs to support our applications with the Federal Infrastructure Minister. The President appealed to members of the Board to speak with their community and political connections and enlist those networks so they may make federal decision-makers aware of our projects. Federal program approvals are expected by early July.

**(f) SUPPORT FOR APPLICATIONS TO NOHFC FOR CAPITAL PROJECTS**

The President met with Minister Gravelle who assured us of his support when we make application to the NOHFC. It is our intention to make application for \$1M towards one of the two construction/expansion projects submitted for SIF funding, once federal approval is received.

Moved by: P. McConnell	Motion
Seconded by: G. Waghorn	34-05-16
THAT the Board of Governors supports an application to NOHFC in the amount of \$1M for the:	
1. Timmins Campus: Integrated Emergency Services Complex; or the	
2. Haileybury Campus: Learning Centre and Student Commons	
pending Federal Strategic Investment funding.	Carried

**(g) APPROVAL OF CONTRACT FOR COLLEGE-WIDE LAPTOP/DESKTOP REPLACEMENT**

Having declared conflict, Governor Sara Munroe did not participate in the vote.

Moved by: C. LeClerc	Motion
Seconded by: D. Rizzuto	35-05-16
THAT the Board of Governors approve a contract with Dell for expenditures associated with the replacement of laptop and desktop hardware at the cost of \$128,289.30 per year, for a three-year term, for a grand total of \$384,867.90.	
	Carried

**(h) PRESENTATION OF GOOD GOVERNANCE AND ADVANCED GOOD GOVERNANCE CERTIFICATES**

President Gibbons and Chair George Kemp presented certificates as follows:

Governor Rock Foy – Advanced Good Governance

Governor Annette Rondeau – Good Governance

Governor Domenic Rizzuto – Good Governance

Governor Charles Shih – Good Governance

Governor Lois Kozak – Good Governance (certificate will be mailed)

**7. ROUTINE ITEMS**

**(a) CORRESPONDENCE**

As provided in the Board package.

**(b) NORTHERN COLLEGE INDIGENOUS COUNCIL ON EDUCATION**

In the absence of Governor Miller, V.P. Baker reported on the last NCICE meeting held on Friday, April 22<sup>nd</sup>, to precede the 15<sup>th</sup> annual Powwow that took place on April 23-24. During its meeting, Council paused to attend a media event for the unveiling of the Totem Pole at the Timmins Campus. The Powwow, with the theme “Honouring our Warriors,” was attended by a record number of dancers and the college’s newly gifted Eagle Staff was carried by Mr. Micheal Miller during the grand entry. Mr. Miller’s term as Chair of the NCICE is coming to a close and Ms. Dorothy Larkman was elected as the new NCICE Chair. Ms. Larkman will be recommended for appointment to the Board effective this September. Mr. Baker elaborated on a proposed Elder’s Conference we are looking into hosting in Timmins. The Indigenous Council will be involved in one of the research projects to be conducted by Northern Policy Institute interns working out of the Timmins Campus this summer. The research will serve to identify what the barriers are to Northern College becoming the college of choice for Indigenous people. NCICE’s next scheduled meeting is June 24<sup>th</sup>.

**(c) PRESIDENT’S REPORT**

The President’s Report is provided in the Board package. The President added the following updates.

Bruce Power / Darlington infrastructure programs: both nuclear facilities will be refurbishing their nuclear reactors. Bruce Power put out RFPs to colleges to seek out synergies between what colleges offer and their workforce needs. As mentioned at our last meeting, we were shortlisted by Bruce Power and hosted a visit to our Haileybury Campus featuring our Instrumentation Program. They are very pleased with our program and we could be looking at developing a third year in our program with specialization in nuclear power. Final determination is expected in June and this could be very good for our program and our campus. The second facility is the Darlington plant, located close to Durham College. On May 25<sup>th</sup>, Colleges Ontario has arranged a presentation to be made by Linda Franklin, Colleges Ontario’s CEO, Don Lovisa, Durham College President and Fred to the Organization of Canadian Nuclear Industries with OPG in Toronto. The presentation will be about how colleges can help them with some of their workforce challenges as well.

Provincial Workforce Forum: On June 20<sup>th</sup>, the Premier has convened a forum in Toronto, further to having commissioned a task force to examine the issue of workforce challenges in Ontario and whether colleges are producing graduates quickly enough, in the right areas and with the proper skills that industry requires. This report will be received at the conference, and our two proposed mining experts, George Pirie and Tony Makuch, will be panelists at the conference.

Training Opportunity in Peru: President Gibbons will be meeting with representatives from the Federation of Canadian Municipalities tomorrow as a result of a proposal prepared by TEDC in collaboration with Northern College for a project in Peru. In addition to entrepreneurship and community development, the project presents an opportunity for Northern College to provide training in Peru and tomorrow's meeting is to set the stage for staff from Northern College to go to Peru's Chumbivilcas region to discuss workforce development and skills gap analyses to meet the workforce requirements of their mining industry.

**(d) PROGRAM ADVISORY COMMITTEE APPOINTMENTS**

The appointment of Denis Belanger to the Instrumentation Engineering Technician program advisory committee and Kelly Hunter to the Health Sciences program advisory committee were recommended for approval.

Moved by: B. Allan

Seconded by: C. LeClerc

THAT the Board of Governors approve appointments to program advisory committees, as presented.

Motion

36-05-16

Carried.

**(e) ADVISORY COMMITTEE MEETING SCHEDULE**

As provided in the Board package.

**(f) REPORTS FROM BOARD ADVISORY COMMITTEE REPRESENTATIVES**

Noted.

**(g) BOARD MEMBER COMMUNITY-RELATED UPDATES**

Noted.

**(h) BOARD OF GOVERNORS WORK PLAN**

As provided in the Board package.

**(i) REVIEW OF 2015-2016 BOARD GOALS**

Chair Kemp indicated that this item will now be a standing item on our agenda, as a reminder of what our Board goals are – particularly as the Board will be completing online Board and Individual Member Surveys in June. Governor Kemp touched on activities the Board undertook to meet its goals over the term. Consensus from governors was that the Board has largely achieved its goals and that the addition of the standing item was a good idea.



**(j) FUTURE AGENDA ITEMS**

Noted.

**(k) NEXT MEETING**

Tuesday, June 14, 2016 – Timmins Campus  
11:30 a.m. Tour of the Campus  
1:00 p.m. General Session followed by Committee of the Whole

**(l) REMINDER FOR OTHER EVENTS**

Dates for Employee Recognition Events at all campuses were reviewed. Governor Kemp will attend the event in Timmins on June 6<sup>th</sup>; Governor Allan will be present in Moosonee on May 24<sup>th</sup>; Governor LeClerc will attend the Kirkland Lake celebration on June 8<sup>th</sup> while Governor Rondeau will represent the Board in Haileybury on June 3<sup>rd</sup>.

**9. INFORMATION REPORT**

As provided in the Board package.

**10. PROPOSED MOTIONS**

As recorded in the minutes.

**11. RECESS / MOVE TO COMMITTEE OF THE WHOLE**

Moved by: D. Rizzuto	Motion
Seconded by: A. Spacek	37-05-16
THAT the Board of Governors recess and move into Committee of the Whole.	Carried

Time noted at 2:50 p.m.

P. Fortier,  
Executive Assistant to the Board