



**NORTHERN COLLEGE**  
**BOARD OF GOVERNORS MEETING NO. 396**  
**GENERAL SESSION**

Friday, September 23, 2011  
10:00 a.m.

Elk Lake Eco Centre  
Elk Lake

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**PRESENT:**

**Board:** D. McGirr (Chair)  
R. McBean (First Vice-Chair)  
D. Wyatt (Second Vice-Chair)  
D. Bérubé (Governor at large)  
F. Gibbons (President)  
T. Rosko  
J. Plaunt  
L. Irvine  
M. Miller  
M. Milinkovich  
N. Bolduc  
G. Kemp  
C. Bender

**Staff:** P. Fortier, Executive Assistant, Office of the President and Board of Governors  
P. MacLean, V.P., Academic and Student Success  
L. Charbonneau, V.P., Finance, Administration and Aboriginal Services

**REGRETS:** J. Brunski  
S. Louttit  
R. Pineault

**1. OPENING PROCEDURES**

**(a) CALL TO ORDER**

Chair McGirr moved the meeting into the General Session, time noted at 10:30 a.m.

**(b) CHAIR'S REMARKS**

On behalf of the Board, Chair McGirr welcomed everyone to the General Session.

**2. AGENDA**

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

Nil.

**(b) ADOPTION**

Moved by: D. Berube

Motion

Seconded by: M. Miller

79-11

THAT the agenda for the Meeting No. 396 of the Board of Governors of Northern College of Applied Arts & Technology dated September 23, 2011 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 provided the Board with first-year postsecondary program enrolment statistics for fall 2011. Data available on September 21<sup>st</sup> indicates that in addition to two years of sustained growth, the college's enrolment has increased by 10%. The President shared enrolment data for each of the campuses and indicated today's statistics do not reflect non-postsecondary activity (e.g. mining, etc.) which continues to show robust growth. A detailed analysis of enrolment will be provided by the Registrar at the November Board meeting.

Chair McGirr congratulated the college on these achievements and suggested a meeting be arranged with the Mayor of Kirkland Lake to share progress on the Kirkland Lake Campus Strategic Plan and enrolment increases.

Governor Milinkovich shared some of the challenges experienced in his community with finding trades people. Discussion followed on apprenticeship, trades careers, labour market issues and the role of colleges.

**5. STANDING ITEMS/BUSINESS ARISING**

**(a) APPROVAL OF GENERAL SESSION MINUTES NO. 395**

(Meeting Held June 14, 2011)

Moved by: D. Berube

Motion

Seconded by: N. Bolduc

80-11

THAT the minutes of Meeting No. 395 dated June 14, 2011 be adopted as presented.

Carried

Motions from the Committee of the Whole minutes of Meeting No. 395, dated June 14, 2011 follow.

*Moved by: D. Wyatt* *Motion*  
*Seconded by: M. Milinkovich* *49-11*  
*THAT the Committee of the Whole Agenda No. 395 dated June 14, 2011 be adopted as presented.* *Carried*

*Moved by: L. Irvine* *Motion*  
*Seconded by: M. Milinkovich* *50-11*  
*THAT the Committee of the Whole Minutes No. 394 dated May 3, 2011 be approved as amended.*  
*AND THAT motions 30-11 to 38-11 be recorded in the General Session of the minutes.* *Carried*

*Moved by: L. Irvine* *Motion*  
*Seconded by: D. Berube* *51-11*  
*THAT the Board of Governors receive the minutes of the Board Executive Committee Meeting held April 20, 2011 as presented.* *Carried*

*Moved by: L. Irvine* *Motion*  
*Seconded by: D. Wyatt* *52-11*  
*THAT the Board of Governors receive the minutes of the Board Policy Review Committee Meeting held April 27, 2011 as presented.* *Carried*

*Moved by: D. Berube* *Motion*  
*Seconded by: B. McBean* *53-11*  
*THAT the Board of Governors awards the contract for custodial services at the Porcupine Campus to Unicco, in the amount of \$1,419,208 + HST for a five-year term effective September 1, 2011 to August 31, 2016; with an option to renew annually thereafter, for an additional five-year period.*  
*Carried*

*Moved by: M. Milinkovich* *Motion*  
*Seconded by: T. Rosko* *54-11*  
*THAT the Board of Governors approves a three-year lease between Northern College and the Materials Joining Innovation Centre for facilities at the Kirkland Lake campus.*  
*Carried*

*Moved by: D. Wyatt* *Motion*  
*Seconded by: J. Plaunt* *55-11*  
*THAT the Board of Governors approve the recommendation that President Fred Gibbon's performance be rated as exceptional;*  
*THAT the President's salary be adjusted in accordance with Compensation Levels for College Presidents as recommended by the College Employer Council;*  
*AND THAT the Board of Governors offer its congratulations to President Gibbons for a job well done.* *Carried*

*Moved by: D Berube* *Motion*  
*Seconded by: M. Miller* *56-11*  
*THAT the Board move into the General Session, time noted at 4:40 p.m.* *Carried*

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**(b) BUSINESS ARISING FROM MINUTES**

(i) Bursary for E.C. Jean-Vanier

The President confirmed that one bursary had been made available to E.C. Jean Vanier.

**(c) FINANCIAL REPORT**

This item is deferred.

**6. NEW BUSINESS**

**(a) REAFFIRMATION OF NORTHERN COLLEGE VISION-MISSION**

*Moved by: M. Milinkovich* *Motion*  
*Seconded by: J. Plaunt* *81-11*

WHEREAS the Board of Governors of The Northern College of Applied Arts and Technology adopted a refreshed Vision - Mission on June 10, 2008;

AND WHEREAS this Vision – Mission has guided and continues to guide the actions of the College in future-oriented planning leading to quality, value and improved potential for the success of learners in our communities;

THAT the Vision – Mission of the Northern College of Applied Arts and Technology is hereby reaffirmed.

*Carried*

**(b) APPROVAL OF BOARD POLICIES**

Moved by: T. Rosko Motion  
Seconded by: D. Wyatt 82-11

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

- A-0 Mega Ends
- A-8 Our Staff
- B-2 Governance and Accountability
- B-15 Recruitment and Orientation of New Governors
- B-16 Executive Session
- B-17 Protocol for Naming Facilities
- C-2 Appointment of an Interim President
- D-2 Communication with the Board
- D-3 Partnerships and Collaborative Initiatives
- D-10 Leadership Succession Plan

Carried

**(c) APPROVAL OF REVISED 2011-2012 BOARD MEETING SCHEDULE**

Moved by: D. Berube Motion  
Seconded by: B. McBean 83-11

THAT the Board of Governors adopt the revised schedule of meeting dates for 2011-2012.

Carried

**(d) APPOINTMENT OF MEMBERS TO BOARD OF GOVERNORS  
STANDING COMMITTEES**

Moved by: C. Bender Motion  
Seconded by: B. McBean 84-11

THAT the Board of Governors appoint Board members to Standing Committees as follows:

Policy Review Committee:

D. McGirr, F. Gibbons, L. Irvine, T. Rosko, M. Miller, B. McBean

Board Vacancy Nominating Committee:

D. McGirr, F. Gibbons, D. Wyatt, D. Berube

Carried

The Board discussed and invited participation on two new adhoc committees.

Moved by: T. Rosko Motion  
Seconded by: F. Gibbons 85-11

THAT the Board of Governors appoint Board members to the following adhoc committees:

Board Goals Sub-Committee:

F. Gibbons, L. Irvine, D. Wyatt, D. McGirr.

Board Orientation Committee:

C. Bender, D. Wyatt, D. Berube, F. Gibbons, N. Bolduc, M. Milinkovich

Carried

Pierrette will contact Board members who were unable to attend the meeting and invite them to join committees, for appointment at the next Board meeting.

In regards to the practice of the Board Executive conducting meetings via email for matters that require an urgent response, it was recommended the college conduct research and prepare a protocol for those meetings (e.g. what constitutes quorum, timelines for responses, etc.).

**(e) 2011 HIGHER EDUCATION SUMMIT**

The President encouraged Board members to take part in the annual conference taking place on November 27 and 28 in Toronto. The new governor orientation will again be provided by Colleges Ontario and the College Employer Council on Saturday and Sunday morning, preceding the conference. Pierrette will forward a participation checklist to members in order to confirm attendance and coordinate travel.

**(f) PROGRESS REPORT ON NEW STRATEGIC PLAN**

President Gibbons shared that the current strategic plan will expire in March 2013. The college has commenced the process to create a new strategic plan that will take the college forward for the next 3-year interval. An RFP process has been undertaken to select a consultant who will conduct internal, community and online consultations to engage all of our stakeholders in shaping the future strategic plan. Staff at each campus, the Board of Governors and a total of seven communities will be consulted in this process. The college will complete the exercise by analyzing and incorporating findings and prepare the next plan. It is anticipated the college will complete this exercise and deliver a new strategic plan for approval by the Board by fall of 2012.

**7. ROUTINE ITEMS**

**(a) CORRESPONDENCE AND VERBAL REPORT BY CHAIR**

Chair McGirr noted we have received thank you notes from Board of Governors entrance scholarship recipients. The Chair also commented on the advancements being made by the college in the area of applied research and on continued enrolment increases, specifically in Kirkland Lake. The Chair expressed pride on behalf of the Board on the achievements being attained.

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

Governor Miller, Chair of the NCACE indicated the next NCACE meeting is scheduled for November 4<sup>th</sup>. Governor Miller elaborated on some of the goals of the committee for the new term to support and encourage the college in hiring more Aboriginal personnel, including the area of Community-based training. Chair McGirr recognized and thanked Governor Miller for his leadership.

**(c) PRESIDENT'S REPORT**

The President's Report is provided in the Board package. As requested at the last Board meeting, the format of the report was revised and it was:

Moved by: D. Berube	Motion
Seconded by: T. Rosko	86-11
THAT the Board of Governors approve the revised President's Report.	Carried

The President provided additional updates as follows:

Porcupine Campus Parking Lot

RFPs were invited for a parking lot at the Porcupine Campus. Bids received in early July were not affordable. Further to some investigation, a more reasonable bid could be obtained and the college will submit a new RFP in the spring.

Tipi Project – Porcupine

Having received a similar unaffordable bid, the Tipi project will be re-tendered as a separate project this fall.

Trades Centre Fundraising

The fundraising campaign for our Trades Centre has now concluded and the President confirmed that three donors have achieved the threshold for purposes of facility naming in recognition of their donation. The naming process will be undertaken and a recommendation brought to the Board. A media event will follow the November Board meeting.

Update on China Partnerships

The President shared that Taizhou Teacher's College, a new partner in China, will be delivering our Early Childhood Education program this fall. In addition to offering the Environmental Technician: Water and Wastewater Systems Operations program, Yangzhou College of Environment and Resources will now offer the Construction Engineering Technician-Building Management program. Two professors from both program areas have visited the institutions to meet with faculty. The Chinese government recently provided approval for a third partnership with Zhongshan Torch Polytechnic who will begin to offer our Electrical Engineering Technician program in the fall of 2012.

The President will be visiting China in early October to formalize agreements, prospect for other partner colleges, and provide direction on programs to be promoted.

**(d) EXECUTIVE TEAM REPORTS AND STRATEGIC PLAN PROGRESS**

Loran Charbonneau, V.P, Finance, Administration and Aboriginal Services informed the Board that two new administrators have joined the Human Resources department; one position has oversight for recruitment and retention and the other is an HR generalist. The department is revising practices and moving forward with its objectives.

Peter MacLean, V.P., Academic and Student Success commented on yesterday's excellent presentation by Tori Hanson and George Hughes on applied research. Mr. MacLean shared information on a presentation made by Mr. Ken Steele from Academics on August 24. Mr. Steele presented to college personnel representing all campuses and various areas of the college in a session to introduce and set the stage for developing a Northern College Strategic Enrolment Management plan.

During a morning session, Mr. Steele provided a primer to the group on strategic planning, in advance of the consultation process to be undertaken for our new plan.

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

Governor Wyatt represents Northern College on a Timmins & District Hospital committee. The hospital is developing its strategic plan and Governor Wyatt has provided input into this process as the college's representative. TDH is moving into phase 2 of their plan and Governor Wyatt will continue to be involved in this process over the fall period.

**(f) ADVISORY COMMITTEE SCHEDULE**

As provided in the package.

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

Noted.

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

The Work Plan is provided in the Board package. Further to reviewing work plan changes during the planning meeting it was

Moved by: B. McBean

Seconded by: D. Berube

THAT the Board of Governors approve the 2011-2012 Work Plan as amended.

Motion  
87-11

Carried



**(i) FUTURE AGENDA ITEMS**

Governor Irvine reiterated a suggestion to build in time for continuing education on governance.

**(j) NEXT MEETING**

Date: Tuesday, November 1, 2011  
Time: 1:00 p.m.  
Location: Haileybury Campus

**8. INFORMATION REPORT**

Noted.

**9. PROPOSED MOTIONS**

As recorded in the minutes.

**10. ADJOURNMENT**

Moved by: M. Milinkovich

Motion  
88-11

THAT the meeting be adjourned.

Carried

Time noted at 12:00 p.m.

**11. EXECUTIVE SESSION**

College personnel left the meeting for in-camera sessions with the Board and President, followed by Board members only.

P. Fortier,  
Executive Assistant to the Board