



**NORTHERN COLLEGE  
BOARD OF GOVERNORS MEETING NO. 399  
GENERAL SESSION**

Tuesday, March 13, 2012  
1:30 p.m.

Kirkland Lake Campus – A107  
Videoconference and Teleconference

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**PRESENT:**

**Board:** D. McGirr (Chair)  
R. McBean (First Vice-Chair)  
D. Bérubé (Governor at large)  
F. Gibbons (President)  
G. Kemp  
N. Bolduc  
M. Miller  
S. Louttit  
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  
B. Mack, V.P., Community, Business and Employment Services

**REGRETS:** J. Brunski  
J. Plaunt  
R. Pineault  
L. Irvine  
D. Wyatt  
M. Milinkovich  
T. Rosko

**1. OPENING PROCEDURES**

**(a) CALL TO ORDER**

Chair McGirr moved the meeting into the General Session, time noted at 1:39 p.m.

**(b) CHAIR'S REMARKS**

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

**2. AGENDA**

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

Item 6 (f) Governor Orientation Manual was added to the agenda.

**(b) ADOPTION**

Moved by: D. Berube

Motion

Seconded by: G. Kemp

37-12

THAT the agenda for the Meeting No. 399 of the Board of Governors of Northern College of Applied Arts & Technology dated March 13, 2012 be adopted as amended.

Carried

**3. CONFLICT OF INTEREST – DECLARATIONS**

The Chair called for disclosures of actual, potential, or perceived conflict of interest. There were no declarations.

**4. COMMENTS/PRESENTATIONS**

President Gibbons welcomed and invited Derek Dobson, CEO and Plan Manager for the CAAT Pension Plan to make a presentation. A list of questions provided to Mr. Dobson in advance of the meeting was reviewed and is available on the Board portal. Chair McGirr thanked Mr. Dobson for his time and informative presentation.

The President invited Ron Leduc from Clearlogic Consulting Professionals to present an update on the strategic planning process. Mr. Leduc indicated that the information gathering phase was completed as of last week and that over the next month, the consultants will compile the data and conduct research. Information will be brought to the strategic planning steering committee so that strategic themes can be identified. A summary report is available on the Board portal.

Chair McGirr welcomed Don Dekker, Jane Blackwell, and Jennifer Polson for a presentation on the Materials Joining Innovation Centre. Ms. Polson played a video commercial that promotes the upcoming Welding Trade Show in May. Mr. Dekker provided an update on recent activities and new partnerships MaJIC is looking to undertake while Ms. Blackwell provided members with information on the May 30-31 Welding Trade Show and Alumni Reunion. An invitation to the Trade Show and additional details will be sent to the Board through Pierrette.

On behalf of the Board, Chair McGirr thanked all of the presenters for their informative presentations.

**5. STANDING ITEMS/BUSINESS ARISING**

**(a) APPROVAL OF GENERAL SESSION MINUTES NO. 398**

(Meeting Held January 10, 2012)

Moved by: G. Kemp Motion  
Seconded by: D. Berube 38-12  
THAT the minutes of Meeting No. 398 dated January 10, 2012 be adopted  
as presented. Carried

Motions from the Committee of the Whole minutes of Meeting No. 398, dated January 10, 2012 follow.

*Moved by: C. Bender Motion  
Seconded by: D. Wyatt 01-12  
THAT the Committee of the Whole Agenda No. 398 dated January 10, 2012 be  
adopted as presented. Carried*

*Moved by: M. Scott Motion  
Seconded by: D. Berube 02-12  
THAT the Committee of the Whole Minutes No. 397 dated November 1, 2011 be  
approved as presented.  
AND THAT motions 89-11 to 96-11 be recorded in the General Session  
of the minutes. Carried*

*Moved by: M. Milinkovich Motion  
Seconded by: D. Wyatt 03-12  
THAT the Board of Governors receive the minutes of the Board Executive  
Committee Meeting held October 19, 2011 as presented. Carried*

*Moved by: D. Wyatt Motion  
Seconded by: D. Berube 04-12  
THAT the Board of Governors receive the minutes of the Board Executive  
Committee Meeting held November 21, 2011 as presented. Carried*

*Moved by: G. Kemp Motion  
Seconded by: D. Wyatt 05-12  
THAT the Board of Governors receive the minutes of the Board Vacancy  
Nominating Committee Meeting held October 26, 2011 as presented. Carried*

*Moved by: G. Kemp Motion  
Seconded by: D. Wyatt 06-12  
THAT the Board of Governors receive the minutes of the Board Policy Review  
Committee Meeting held August 22, 2011 as presented. Carried*

*Moved by: F. Gibbons* Motion  
*Seconded by: D. Wyatt* 07-12  
*THAT the Board Goals Committee approve the minutes of the meeting held November 24, 2011 as presented.* Carried

*Moved by: D. Wyatt* Motion  
*Seconded by: B. McBean* 08-12  
*THAT the Board of Governors receive the minutes of the Board Goals Committee meeting held November 24, 2011 as presented.* Carried

*Moved by: J. Plaunt* Motion  
*Seconded by: G. Kemp* 09-12  
*THAT the Board of Governors adopt the 2011-2012 Board Goals; AND that a Statement of Purpose for the Board be adopted, as presented.* Carried

*Moved by: D. Wyatt* Motion  
*Seconded by: G. Kemp* 10-12  
*THAT the Board of Governors approve the Board Member Confidentiality Agreement as presented.* Carried

*Moved by: M. Milinkovich* Motion  
*Seconded by: J. Plaunt* 11-12  
*THAT the Board of Governors approve a lease agreement with Second Street Daycare Inc. from September 1, 2011 to August 31, 2012; AND THAT the Board of Governors approve the inclusion of two one-year lease extension options: September 1, 2012 to August 31, 2013 and September 1, 2013 to August 31, 2014.* Carried

*Moved by: B. McBean* Motion  
*Seconded by: D. Wyatt* 12-12  
*THAT the Board of Governors approve the three CAAT Supplementary Pension Plan amendments, as recommended by the RCA Sponsors' Committee:*  
*i) Move to supermajority for approvals,*  
*ii) Explicit limited rights of non-college employers; and*  
*iii) Adding clarity to the approval of changes to the Terms of Reference.* Carried

*Moved by: B. McBean* Motion  
*Seconded by: J. Plaunt* 13-12  
*THAT the recommendation of the Executive Committee of the Board to approve a renewed contract with Fred Gibbons as President of Northern College for a five-year period commencing July 1, 2012 be approved.* Carried

*Moved by: M. Scott* Motion  
*Seconded by: D. Berube* 14-12  
*THAT the Board move into the General Session, time noted at 1:48 p.m.* Carried

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**(b) FINANCIAL REPORT**

Ms. Loran Charbonneau, V. P., Finance, Administration and Aboriginal Services presented the financial report for the period ended January 31, 2012. Ms. Charbonneau explained changes that have occurred since our November report. The college is on track with its projected year-end position.

**6. NEW BUSINESS**

**(a) APPROVAL OF BOARD POLICIES**

Moved by: D. Berube Motion  
Seconded by: G. Kemp 39-12

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

- B-6 Election of Internal Board Members
- C-4 President's Contract
- C-5 Assessing Presidential Performance
- D-4 Program Advisory Committees
- D-13 Insurance
- D-14 Commitment to Quality

Carried

**(b) APPROVAL OF NEW PROGRAMS**

**(i) Massage Therapy – Ontario College Advanced Diploma**

Moved by: N. Bolduc Motion  
Seconded by: G. Kemp 40-12

THAT the Board of Governors approve the Massage Therapy Ontario College Advanced Diploma program proposal for submission to the Credential Validation Service and to the Ministry of Training, Colleges and Universities.

Carried

**(ii) Northern College Process Plant Operator Training Certificate**

Moved by: D. Berube Motion  
Seconded by: S. Louttit 41-12

THAT the Board of Governors approve the Northern College Process Plant Operator Training Certificate Program.

Carried

**(c) DRAFT 2012-2013 BUDGET**

President Gibbons reported that the college is making good progress and will present a new business plan and a balanced 2012-2013 operating budget to the Board in May.

**(d) 2012 GRADUATION DATES**

Board members were provided with information and encouraged to participate in 2012 graduations. Please confirm participation with Pierrette by April 15<sup>th</sup>.

**(e) APPROVAL OF REVISED VISION / MISSION**

President Gibbons explained that as a result of discussions during the January strategic planning session, amendments to the vision and mission statements were suggested and are now presented for approval by the Board.

Moved by: D. Berube  
Seconded by: N. Bolduc

Motion  
42-12

THAT the Board of Governors approve revised Vision and Mission statements, as follows:

**Vision**

Success for all through learning and partnerships.

**Mission**

To ensure quality, accessible education through innovative programs, services and partnerships for the benefit of our northern communities.

Carried

**(f) GOVERNOR ORIENTATION MANUAL**

Governor Berube informed the Board about the work of the ad-hoc Orientation Committee and was pleased to recommend approval of a new orientation manual.

On behalf of the Board, Chair McGirr recognized and thanked Governors Berube, Wyatt, Milinkovich, Bender and Bolduc as well as President Gibbons for their work on the ad-hoc committee.

Moved by: G. Kemp  
Seconded by: D. Berube

Motion  
43-12

THAT the Board of Governors approve the Governor Orientation Manual as presented.

Carried

**7. ROUTINE ITEMS**

**(a) VERBAL REPORT BY CHAIR**

Chair McGirr commented on the great initiatives shared including new partnership opportunities and new programs and commended college staff for their accomplishments.

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

Governor Miller reported that NCACE held a meeting on February 28<sup>th</sup> at which time they also participated in a strategic planning exercise facilitated by Clearlogic. NCACE is recruiting new members including a new representative from Wabun Tribal Council. Governor Miller looks forward to updating the Board on new membership at the next Board meeting.

**(c) PRESIDENT'S REPORT**

The President's Report is provided in the Board package. The President also provided the following updates.

Ontario Online Institute: this government initiative announced in January of 2011 and contracted to Contact North to implement will be discontinued.

Student Tuition Credit: the government has successfully delivered on its promise to provide eligible students with a 30% tuition credit. The process for students to apply for the credit will remain unchanged for September 2012 but will be turned over to colleges by September 2013. This represents good news for colleges who need to develop and implement a process to apply tuition credits at the source.

Attawapiskat – Literacy & Basic Skills Proposal: further to recent events in Attawapiskat, the college prepared a proposal for literacy and basic skills programs as a means to provide individuals with tools to attain higher education and opportunities for employment. Discussions were held with Grand Chief Stan Louttit, MPP Gilles Bisson and MP Charlie Angus further to which a meeting was held with the Minister of Training, Colleges and Universities, Glen Murray and senior ministry staff on March 6<sup>th</sup>. During the meeting Minister Murray expressed support and understanding for our proposition; however, the Ministry plans to undertake three Aboriginal pilot projects; one is proposed to be in Toronto, one in Hamilton and we challenged the Minister to consider Timmins as a third location. To that end, the college offered to facilitate a meeting in Timmins with Minister Murray and Ministry staff, Grand Chief Louttit, and Mayor Tom Laughren. We look forward to a response from the Minister's Chief of Staff on tentative dates.

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

Mr. Bob Mack, V.P., Community Business Development and Employment Services recognized the work of Ms. Diane Leblond in preparing the Attawapiskat-Literacy & Basic Skills proposal referred to by the Minister as an excellent document. Mr. Mack also recognized that all of the staff in ACCT have contributed to the success of initiatives undertaken by the department.

Surface Diamond Drilling Assistant Common Core program: the Mining Industry Human Resources Council in Ottawa has completed its accreditation review of our program and further to identifying a few deficiencies that we have now addressed, confirmed the program will receive the national accreditation. Our program will be the first in Canada to receive this accreditation.

Partnerships: the department continues to form partnerships to offer programs and is currently in discussions with two major health and safety companies to become their trainer of choice. Further to a recent meeting in Thunder Bay, partnerships are being discussed to provide mining and trades training to meet anticipated labour force shortages in our region. The college is working closely with First Nations and plans to provide more certificate and community-based programs.

Online Learning: as with postsecondary programs, ACCT is working to make apprenticeship and other programs available by distance. Proposals have been prepared for two online programs and a third is currently being prepared.

Mr. Peter MacLean, V.P., Academic and Student Success provided information on summative program reviews that have been completed. The quality assessment process that begins with the classroom and involves faculty, academic managers, the VP academic and students can result in huge amounts of paperwork; however, the college has developed a nearly-paperless process with a portal for input from all sources. The review has allowed staff to identify gaps as well as see how program delivery is tied to finance. The summative reviews have provided a learning process for all involved and will positively impact quality, the classroom experience and programs in general.

Ms. Loran Charbonneau, V.P, Finance, Administration and Aboriginal Services reported on progress for the following business plan initiatives.

Embedding Aboriginal content into curriculum: Mr. Steve Carleton continues to meet with faculty at all campuses. The college will hold a 2-day professional development activity for faculty on May 14 and 15; representatives from Red River College in Winnipeg will join us to speak about their holistic model for presenting curriculum and share best practices. On May 14<sup>th</sup>, we are bringing back Mr. Louis Bird, who visited us last spring.

Organizational Development and Renewal: four new process manuals will be completed by the end of March. This is an initiative to minimize risk in areas that require specialized procedures.

Focus on Human Resources: we have hired a consultant from Toronto to develop a faculty performance evaluation tool. The development process will be very consultative and is expected to be complete in May.



Learning Excellence and Innovation Department: LEID works with faculty to keep up to date on technology and the micro-site that was presented to the Board last November will be ready to be launched within weeks.

Policy and procedure updates have been shared with administrators during recent meeting to ensure they are aware of current policy changes, e.g. the new purchasing procedures under the Broader Public Sector directive.

Loran concluded her update by informing the Board about a new TV commercial to air on CTV that will promote our trades and technology programs, starting this week.

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

Noted.

**(f) ADVISORY COMMITTEE MEETING SCHEDULE**

As provided in the package.

**(g) ADVISORY COMMITTEE APPOINTMENTS**

Moved by: G. Kemp

Motion

Seconded by: N. Bolduc

44-12

THAT the Board of Governors approve program advisory committee appointments as follows:

Mr. Harish Mistry – Welding Engineering Program Advisory Committee

Mr. Scott McWilliam – Electrical Engineering & Electrical Apprenticeship Program Advisory Committee

Mr. Luc Brousseau – Business and Office Administration Program Advisory Committee.

Carried

Chair McGirr invited Governors to represent the Board on PAC committees where a Board member is required and to communicate their interest with Pierrette.

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

Christine informed members about the Powwow taking place at Porcupine campus on April 14 and 15, 2012. On the evening of April 13, a fundraising event will be held with proceeds going to the community of Attawapiskat.

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

The Work Plan is provided in the Board package.

**(j) FUTURE AGENDA ITEMS**

No requests.

**(k) NEXT MEETING**

Date: Tuesday, May 8, 2012

More information is required before we can confirm the location and time for the May meeting. The Board will be informed as soon as possible.

**8. INFORMATION REPORT**

Noted.

**9. PROPOSED MOTIONS**

As recorded in the minutes.

**10. ADJOURNMENT**

Moved by: C. Bender

Motion  
45-12  
Carried

THAT the meeting be adjourned.

Time noted at 3:27 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