



# NORTHERN COLLEGE

## BOARD OF GOVERNORS MEETING NO. 406

### GENERAL SESSION

Wednesday, May 1, 2013  
4:00 p.m.

Porcupine Campus Boardroom  
Video and Teleconference

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#### **PRESENT:**

##### **Board:**

R. McBean (Chair)  
D. Wyatt (First Vice-Chair)  
D. Bérubé (Second Vice-Chair)  
G. Kemp (Governor At Large)  
F. Gibbons (President)  
M. Baker  
J. Collins  
M. Miller  
S. Panagapka  
M. Milinkovich  
C. Carbone  
R. Pineault  
A. Spacek  
T. Rosko

##### **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,

##### **REGRETS:**

S. Louttit  
R. Foy  
C. Powers

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

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

Chair McBean moved the meeting into the General Session at 3:55 p.m.

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

Chair McBean welcomed staff to the meeting. The Chair shared a Traditional Territory Acknowledgement which will be expressed at all future General Sessions.

**2. AGENDA**

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

There were no additions to the agenda; however, the presentation from Governor Milinkovich will take place as the first item under New Business.

**(b) ADOPTION**

Moved by: D. Wyatt	Motion
Seconded by: R. Pineault	40-05-13
THAT the agenda for the Meeting No. 406 of the Board of Governors of Northern College of Applied Arts & Technology dated May 1, 2013 be adopted as amended.	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**

There was no formal presentation in favour of the draft Business Plan presentation under 6 (g).

**5. STANDING ITEMS/BUSINESS ARISING**

**(a) APPROVAL OF GENERAL SESSION MINUTES NO. 405  
(Meeting Held March 5, 2013)**

Moved by: D. Berube	Motion
Seconded by: J. Collins	41-05-13
THAT the minutes of Meeting No. 405 dated March 5, 2013 be adopted as amended.	Carried

Motions from the Committee of the Whole minutes of Meeting No. 405, dated March 5, 2013 follow.

<i>Moved by: J. Collins</i>	<i>Motion</i>
<i>Seconded by: G. Kemp</i>	<i>16-03-13</i>
<i>THAT the Committee of the Whole Agenda No. 405 dated March 5, 2013 be adopted as amended.</i>	<i>Carried</i>

*Moved by: M. Baker* *Motion*  
*Seconded by: R. Foy* *17-03-13*  
*THAT the Committee of the Whole Minutes No. 404 dated January 8, 2013 be approved as presented.*  
*AND THAT motions 01-01-13 to 04-01-13 be recorded in the General Session of the minutes.* *Carried*

*Moved by: D. Berube* *Motion*  
*Seconded by: R. Foy* *18-03-13*  
*THAT the Board of Governors receive minutes of Board Executive Committee meeting held December 12, 2012.* *Carried*

*Moved by: M. Milinkovich* *Motion*  
*Seconded by: G. Kemp* *19-03-13*  
*THAT the Board of Governors approve suspending the Child and Youth Worker, Educational Support and Addictions Counsellor programs effective September 2013.* *Carried*

*Moved by: S. Panagapka* *Motion*  
*Seconded by: M. Milinkovich* *20-03-13*  
*THAT the Board of Governors of Northern College approve a lease agreement with the Chahal Wilshire Group Inc. for land at the Haileybury Campus of Northern College, subject to the successful negotiation of a Management Agreement and Site Plan Agreement by March 31<sup>st</sup>, 2013.* *Carried*

*Moved by: M. Baker* *Motion*  
*Seconded by: R. Foy* *21-03-13*  
*THAT the Board move into the General Session, time noted at 2:03 p.m.* *Carried*

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**(b) BUSINESS ARISING FROM PREVIOUS MEETING**

**(i) 2013 Graduation and Awards Ceremonies**

Chair McBean encouraged governors to attend events and to confirm their attendance with Pierrette.

**(c) VERBAL FINANCIAL REPORT**

Ms. Loran Charbonneau reported that we have completed the 2012-2013 fiscal year in a break-even position. Auditors will be at the college next week to conduct the annual audit. Ms. Charbonneau also indicated that to date, college expenditures are \$3M and within the allocation that the Executive approved until the 2013-2014 budget is presented to the Board for approval.

**(d) PRO-FORMA FINANCIAL STATEMENTS**

Ms. Charbonneau presented pro-forma financial statements that reflect how non-vested sick days will be reported to comply with new accounting requirements and consequently, how some financial data will be restated for prior years. Ms. Charbonneau will point out the actual changes on the audited financial statements to be presented at the June Board meeting.

**6. NEW BUSINESS**

**(a) BOARD INFORMATION SESSION**

Governor Milinkovich shared information with the Board about agriculture in our district and the positive impact it is anticipated to make to the region's economic development. Agricultural activity has been increasing around Black River-Matheson with a number of successful new crops, the establishment of new farms, and inquiries from other sources to set up operations in the area. A recent symposium in Kapuskasing also highlighted agriculture in the north as a viable industry.

Chair McBean thanked Governor Milinkovich for his presentation.

**(b) APPROVAL OF BOARD POLICIES**

Moved by: G. Kemp	Motion
Seconded by: M. Baker	42-05-13
THAT the Board of Governors approve the following policies, as presented:	
By-Law No. 1 – Conduct of the Affairs of the Board	
B-6 Election of Internal Governors	
B-21 Investment Policy	
Board Statement of Purpose	Carried

President Gibbons informed the Board that additional revisions to By-Law No. 1 will be required to comply with the new Ontario Non-Profit Corporations Act, which comes into effect in January 2014.

**(c) PROGRAM APPROVALS**

**(i) Home Care Assistant Certificate**

Moved by: R. Pineault	Motion
Seconded by: T. Rosko	43-05-13
THAT the Board of Governors approve the Northern College Home Care Assistant Certificate.	
	Carried

**(ii) Child Protection Worker Certificate**

Moved by: J. Collins	Motion
Seconded by: G. Kemp	44-05-13
THAT the Board of Governors approve the Northern College Child Protection Worker Certificate.	
	Carried

**(d) INCIDENTAL BRIEFING REPORT: ACCT CERTIFICATE OF COMPLETION**

President Gibbons informed the Board about a new certificate of completion offered through the Apprenticeship Community and Corporate Training division, in response to requests from employers. The certificate is attendance-based and differs from local board approved certificates in that there is no formal evaluation at the end of courses and the certificates do not represent a formal credential.

**(e) APPOINTMENT OF OFFICERS**

Moved by: A. Spacek	Motion
Seconded by: M. Baker	45-05-13

THAT the following be appointed as officers:

F. Gibbons	President
P. Fortier	Executive Assistant to the Board
L. Charbonneau	Vice President, Finance, Administration & Aboriginal Services
P. MacLean	Vice President, Academic and Student Success
B. Mack	Vice President, Community, Business Development and Employment Services

**(f) APPROVAL OF SIGNING AUTHORITY FOR 2013-2014**

Moved by: D. Berube	Motion
Seconded by: G. Kemp	46-05-13

THAT the Board of Governors delegate signing authority to the following individuals:

- The Chair of the Board of Governors
- The First Vice-Chair of the Board of Governors
- The President
- The Treasurer; and

THAT the Board of Governors delegate signing authority to the Vice-President Academic and Student Success for student placement agreements.

Carried

**(g) ELECTION OF 2013-2014 BOARD OF GOVERNORS EXECUTIVE**

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

Governor Berube nominated Governor Wyatt for the position of Chair;  
Governor Wyatt accepted the nomination.  
The President put out two more calls for any further nominations. As there were no further nominations, nominations were closed.  
Congratulations to Governor Wyatt.

Governor Pineault nominated Governor Berube for the position of First Vice-Chair;  
Governor Berube accepted the nomination.  
The President put out two more calls for any further nominations. There were no further nominations and nominations were closed.  
Congratulations to Governor Berube.

Governor Wyatt nominated Governor Kemp for the position of Second Vice-Chair;  
Governor Kemp accepted the nomination.  
The President put out two more calls for any further nominations. There were no further nominations; nominations were closed.  
Congratulations to Governor Kemp.

Governor Baker nominated Governor Pineault for the position of Governor at Large;  
Governor Pineault accepted the nomination.  
The President put out two more calls for any further nominations. There were no further nominations; nominations were closed.  
Congratulations to Governor Pineault.

Moved by: T. Rosko  
Seconded by: J. Collins

Motion  
47-05-13

THAT the Board of Governors approve the appointment of:  
Chair – Don Wyatt  
First Vice-Chair – Denis Berube  
Second Vice-Chair – George Kemp  
Governor at Large – Rachel Pineault

to the Executive Committee of the Board, effective September 1, 2013 for a one-year period.  
AND THAT any ballots used in conjunction with the election be destroyed.

Carried

**(h) APPROVAL OF 2013-2014 DRAFT BUSINESS PLAN AND BUDGET**

The President was joined by Vice-Presidents Charbonneau, Mack and MacLean to present the draft business plan and budget for 2013-2014. Chair McBean invited comments after the presentation and Governor Berube commended the Senior Management Team on the plan and its clear and specific objectives. Questions around the deficit budget were also answered.

Moved by: D. Berube  
Seconded by: T. Rosko

Motion  
48-05-13

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 2013-2014 Business Plan;

THEREFORE be it resolved that the Board of Governors approves the 2013-2014 Business Plan and the 2013-2014 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 thereafter to the communities we serve.

Carried

**7. ROUTINE ITEMS**

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

The Board was copied on a letter from the Town of Chapleau to MTCU about the college no longer providing LBS/ACE programming in their community. V.P. Bob Mack explained that the college can no longer provide these programs in the community due to ministry restrictions and financial constraints. This matter is now between the Ministry and the Town of Chapleau.

Chair McBean shared an invitation to employee recognition events at each of the campuses and invited members to RSVP to Pierrette if they plan to attend and share a message of congratulations on behalf of the Board.

Chair McBean attended the Tipi grand opening on April 5<sup>th</sup> and was particularly impressed with the new structure and the message of Chief Walter Naveau at the event. The event received great media and was well attended with over 100 participants.

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

Governor Miller echoed Chair McBean's sentiments regarding the grand opening of the new Tipi adding that a Cleansing Ceremony was held in the Tipi on March 21<sup>st</sup>, led by Elders Liz Babin and David Faries. The Annual Pow-Wow held on April 6 and 7 and was a great success and well attended. The Aboriginal Council will be scheduling its next meeting in the next few weeks.

**(c) PRESIDENT'S REPORT**

The President's Report is provided in the Board package. The President also informed the Board about an increase to international student fees of \$500 this September and \$500 in 2014 to cover new fees imposed by the province and municipality.

**(d) PROGRAM ADVISORY COMMITTEE APPOINTMENT**

Moved by: G. Kemp

Seconded by: D. Wyatt

THAT the Board of Governors appoint Mr. Brian Derrick Laite to the Welding Engineering Technology Program Advisory Committee.

Motion

49-05-13

Carried

**(e) ADVISORY COMMITTEE MEETING SCHEDULE**

As provided in the package. A reminder was provided for representation on committees.

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

None.

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

Noted.

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

As provided in the package.

**(i) FUTURE AGENDA ITEMS**

Noted.

**(j) NEXT MEETING**

Date: Tuesday, June 11, 2013  
Porcupine Campus  
3:00 p.m. Committee of the Whole  
4:00 p.m. General Session

**8. INFORMATION REPORT**

Chair McBean commented on the positive media coverage received by the college over the last two months – the college was very visible in the news.

**9. PROPOSED MOTIONS**

As recorded in the minutes.

**11. ADJOURNMENT**

Moved by: D. Wyatt

THAT the meeting be adjourned.

Time noted at 5:48 p.m.

Motion  
50-05-13  
Carried

**12. EXECUTIVE SESSIONS**

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