



NORTHERN COLLEGE
BOARD OF GOVERNORS MEETING NO. 408
GENERAL SESSION

Friday, September 13, 2013
9:45 a.m.

Elk Lake Eco Centre
Elk Lake, Ontario

PRESENT:

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

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

REGRETS: S. Louttit

1. OPENING PROCEDURES

(a) CALL TO ORDER

Chair Wyatt moved the meeting into the General Session at 9:45 a.m.

(b) CHAIR'S REMARKS

Chair Wyatt welcomed everyone back to 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: T. Rosko

Motion

Seconded by: M. Baker

77-09-13

THAT the agenda for the Meeting No. 408 of the Board of Governors of Northern College of Applied Arts & Technology dated September 13, 2013 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 an update on 2013 student enrolment indicating that first-year enrolment is up by 22%; however, last September's lower than projected first-year enrolment mitigates this year's first-year increase and the college will focus on student retention over the semester. Final registration numbers will be confirmed with the audit of enrolment that takes place on November 1st. The President shared campus-specific enrolment increases noting in particular the increase at Moosonee Campus from 8 full-time students last year to 35 confirmations—28 students are registered to date. The college will issue press releases to highlight this year's enrolment increases and it was suggested that a quote be obtained from Chief Hardisty to be incorporated in the Moosonee release. Governor Molson suggested that the college assist with securing co-op placements with welding companies to help increase enrolment in the Welding program. Discussion followed on the skills mismatch and worker shortages in the region.

Chair Wyatt thanked the President for his report and the Board for their participation in the discussion.

5. STANDING ITEMS/BUSINESS ARISING

(a) APPROVAL OF GENERAL SESSION MINUTES NO. 407

(Meeting Held June 11, 2013)

Moved by: M. Baker

Motion

Seconded by: G. Kemp

78-09-13

THAT the minutes of Meeting No. 407 dated June 11, 2013 be adopted as presented.

Carried

Motions from the Committee of the Whole minutes of Meeting No. 407, dated June 11, 2013 follow.

Moved by: J. Collins *Motion*
Seconded by: C. Carbone *51-06-13*
THAT the Committee of the Whole Agenda No. 405 dated March 5, 2013 be adopted as amended.

Carried

Moved by: D. Berube *Motion*
Seconded by: A. Spacek *52-06-13*
THAT the Committee of the Whole Minutes No. 406 dated May 1, 2013 be approved as presented.
AND THAT motions 31-05-13 to 39-05-13 be recorded in the General Session of the minutes.

Carried

Moved by: D. Wyatt *Motion*
Seconded by: R. Foy *53-06-13*
THAT the Board Goals Ad-hoc Committee approve the minutes of the meeting held May 23, 2013, as presented / amended.

Carried

Moved by: D. Berube *Motion*
Seconded by: D. Wyatt *54-06-13*
THAT the Board of Governors receive minutes of the Board Executive Committee Meeting held April 17, 2013 And the Board Goals Ad-hoc Committee meetings held May 23, 2013.

Carried

Moved by: M. Baker *Motion*
Seconded by: J. Collins *55-06-13*
THAT the Board of Governors approve the 2013 Annual Board Planning session agenda as presented / amended.

Carried

Moved by: R. Foy *Motion*
Seconded by: D. Berube *56-06-13*
THAT the Board of Governors approves a contract with Chartwells for the provision of food services at the Porcupine Campus effective July 1, 2013, for an 8-year period and for a total estimated contract value of \$1,080,000.
Governor Rosko opposed the motion; the motion was carried.

Moved by: D. Wyatt *Motion*
Seconded by: C. Carbone *57-06-13*
THAT the Board of Governors approves a contract with Rick's Magic Touch for the provision of food services at the Kirkland Lake and Haileybury Campuses effective July 1, 2013, for a 5-year period and an option of an additional 3 year extension; for a total estimated contract value of \$200,000 for the 5-year period.

Carried

Moved by: R. Foy *Motion*
Seconded by: D. Wyatt *58-06-13*
THAT the Board of Governors of Northern College approve the Lease Renewal Agreement, for the property located at 280 Armstrong St., New Liskeard, with the Agricultural Research Institute of Ontario (Ario) for a further three year term effective January 1, 2013 to December 31, 2015, for a total of \$216,216.

Carried

Moved by: T. Rosko *Motion*
Seconded by: D. Wyatt *59-06-13*
THAT the Board of Governors of Northern College appoint the following members to the Board of Governors for a 3-year term, effective September 1, 2013 and expiring August 31, 2016:
Ms. Catherine LeClerc
Mr. Micheal Miller
AND
WHEREAS the selection process has been duly followed;
THAT the Board of Governors of Northern College appoint Mr. Scott Molson to the Board as the student representative, effective September 1, 2013 to August 31, 2014.

Carried

Moved by: D. Wyatt *Motion*
Seconded by: A. Spacek *60-06-13*
THAT the Board of Governors approve the recommendation that President Fred Gibbon's performance be rated as exceptional);
AND 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 their congratulations to President Gibbons for a job well done.

Carried

Moved by: J. Collins *Motion*
Seconded by: A. Spacek *61-06-13*
THAT the Board move into the General Session, time noted at 4:11 p.m.

Carried

(b) FINANCE REPORT

Ms. Loran Charbonneau presented the finance report for the period ended July 31, 2013. A request was made to link the notes within the finance report.

(i) Additional Information Requested at June Board Meeting:

Variance in Forecasted Admin Expenses

Ms. Charbonneau explained that the variance in the administration line expenses had to do with bringing Foundation and Alumni from restricted to operating expenses.

Bookstore and Residence Operations

Ms. Charbonneau explained how the college derives a percentage of revenues from the bookstores, which are operated by a third-party. The college is investigating whether to issue an RFP for this service or whether to continue to contract with Follett to operate our bookstores.

While Timmins Campus residence fees are on par with other college residences in the north, the college has instituted a plan and has been increasing fees incrementally year to year. Board members offered some suggestions for increasing residence revenues.

6. NEW BUSINESS

(a) 2012-2013 FINANCIAL STATEMENTS AND BUDGET: CFIS FORMAT

Ms. Charbonneau reviewed financial data presented in the Ministry-required College Financial Information System (CFIS) format.

(b) INVESTMENTS RFP - UPDATE

Ms. Charbonneau informed the Board that an RFP was issued on August 28th for pooled investments between Northern College and Cambrian College. The RFP closing date was September 12th at 3:00 p.m. and a committee will convene to evaluate submissions, interview prospective service providers and make a recommendation on the firm to be selected. The Board delegated approval of the investments recommendation to the Executive Committee.

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| Moved by: T. Rosko | Motion |
| Seconded by: A. Spacek | 79-09-13 |
| THAT the Board of Governors delegates authority to the Board Executive Committee to provide approval for an investments service provider. | Carried |

(c) APPROVAL OF 2013-2014 BOARD GOALS

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| Moved by: J. Collins | Motion |
| Seconded by: R. Foy | 80-09-13 |
| THAT the Board of Governors approve the 2013-2014 Board Goals as amended. | Carried |

(d) APPOINTMENT OF MEMBERS TO BOARD STANDING COMMITTEES

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|-----------------------|----------|
| Moved by: D. Berube | Motion |
| Seconded by: T. Rosko | 81-09-13 |

THAT the Board of Governors appoint Board members to Standing Committees and one ad-hoc Board Committee as follows:

Policy Review Committee:

D. Wyatt, F. Gibbons, R. Pineault, M. Baker, S. Panagapka and G. Kemp.

Board Vacancy Nominating Committee:

D. Wyatt, F. Gibbons, M. Milinkovich, R. Foy and D. Berube.

Ad-Hoc Committee on Board and Member Online Surveys

D. Wyatt, F. Gibbons, S. Panagapka, T. Rosko, J. Collins, C. Carbone and C. Le Clerc.

Carried

(e) 2013 GOOD GOVERNANCE PROGRAM AND HIGHER EDUCATION SUMMIT

The Board discussed participation at the 2013 Good Governance program and Higher Education Summit in November.

Moved by: J. Collins

Motion

Seconded by: S. Molson

82-09-13

THAT the Board of Governors approve that up to seven governors attend the 2013 Good Governance Program and Higher Education Summit in Toronto.

Carried

(f) REAFFIRMATION OF NORTHERN COLLEGE VISION AND MISSION

Moved by: M. Milinkovich

Motion

Seconded by: C. Carbone

83-09-13

WHEREAS the Board of Governors of The Northern College of Applied Arts and Technology adopted a refreshed Vision – Mission on March 13, 2012.

AND WHEREAS this Vision – Mission 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. the Board of Governors

Carried

7. ROUTINE ITEMS

(a) CORRESPONDENCE

Noted.

(b) NORTHERN COLLEGE ABORIGINAL COUNCIL ON EDUCATION

Governor Micheal Miller reported that the NCACE met recently and will be meeting again in late September. Mr. Miller was pleased to share that the “Lightning Trail” youth retreat held at the Timmins Campus and offered in partnership with Hydro One and District School Board Ontario North East was a great success. Twenty-nine First Nation youth between the ages of 12-18 participated in the week-long retreat. The event will be offered again next year. Our new tipi is being put to great

use; landscaping work outside the tipi will soon be undertaken, along with the development of a garden for traditional medicines.

(c) PRESIDENT’S REPORT

The President’s Report is provided in the Board package. The President elaborated on his participation at the Minister’s roundtable consultations held over the summer. A joint session with universities and colleges was held to discuss differentiation; a second session was held with colleges on online learning; and a third session was held with colleges on credit transfer.

(d) EXECUTIVE TEAM REPORTS AND STRATEGIC PLAN PROGRESS

Mr. Bob Mack, V.P., Community, Business Development and Employment Services reported on the development of the Moosonee Campus Plan and the establishment of a steering committee that has identified goals for the project. A facilitator will be hired to conduct community consultation sessions to ensure community involvement in the development of the campus plan. In addition to this plan, staff is working to increase the number postsecondary programs offered in Moosonee for next fall, in line with the 2013-2014 business plan. Base funding is in place to offer academic upgrading in Moosonee and we look forward to adding new upgrading programs delivered in coastal communities through Contact North starting in January.

Ms. Loran Charbonneau, V.P., Finance, Administration & Aboriginal Services was pleased to announce a redeveloped Aboriginal portal is now featured on our webpage. Aboriginal specific recruitment tools have been instituted and our on-campus Elders program, which continues to be a success and an important component of student retention, will be expanded thanks to additional funding. A “bring-your-own-device” strategy is beginning to be introduced and college-wide implementation will be complete for next September. In terms of risk management, a secure recovery room for data and server storage is almost completed (the Board offered some advice in terms of data back-up options). An Aboriginal Awareness week will be held between September 23 and 27 with a number of events planned throughout the week. Governor Collins was invited to report on his participation in a recent trip to coastal communities, as part of the college’s initiative to increase awareness and embed Aboriginal content into curriculum – the trip was huge success and thoroughly enjoyed by all participants. Finally, Ms. Charbonneau reported that all campuses now have tipis.

Mr. Peter MacLean, V.P. Academic & Student Success spoke about the excellent work being done in the area of signature programs, including the development of new program brochures which were circulated for members’ review. The materials were developed in-house by our Marketing department, and the Board complimented the department for their work.

Chair Wyatt thanked the Vice-Presidents for their reports.

(e) PROGRAM ADVISORY COMMITTEE APPOINTMENT

Moved by: A. Spacek

Motion

Seconded by: R. Foy

84-09-13

THAT the Board of Governors approve the appointment of Ms. Johanne Rondeau-Bernier, Ms. Pauline Frechette-Keating, Ms. Shannon Costello and Mr. Dan Dawson to program advisory committees, as presented.

Carried

(f) ADVISORY COMMITTEE MEETING SCHEDULE

As provided in the package.

(g) BOARD REPRESENTATION ON PROGRAM ADVISORY COMMITTEES

Members were asked to contact Pierrette to confirm participation. Pierrette will verify PAC Terms of Reference for eligibility of students representing the Board on committees and get back to Governor Molson.

(h) REPORTS FROM BOARD ADVISORY COMMITTEE REPRESENTATIVES

Governor Pineault reported that the Paramedic Program Advisory Committee meeting scheduled to be held last May was postponed following the tragic Ornge helicopter crash; a Northern College alumni perished in this accident. The next Paramedic PAC meeting is scheduled for the end of September.

(i) BOARD MEMBER COMMUNITY-RELATED UPDATES

Noted.

(j) BOARD OF GOVERNORS WORK PLAN

The President reviewed proposed amendments and additions to the work plan.

Moved by: S. Molson

Seconded by: C. Carbone

THAT the Board of Governors approve the 2013-2014 Board of Governors Work Plan as amended.

Motion

85-09-13

Carried

(k) FUTURE AGENDA ITEMS

Noted.

(l) NEXT MEETING

Board Meeting: Tuesday, November 12, 2013
Haileybury Campus Boardroom
12:30 p.m. Lunch
1:00 p.m. – Committee of the Whole
1:30 p.m. – General Session

8. INFORMATION REPORT

As provided in the Board package.

9. PROPOSED MOTIONS

As recorded in the minutes.

10. BOARD EDUCATION / INFORMATION SESSION

Deferred.

11. REVIEW OF BOARD EXECUTIVE SESSION

Chair Wyatt invited discussion on the practice of holding executive sessions after the Board meeting has been adjourned.

Moved by: A. Spacek

Seconded by: S. Molson

THAT the Board of Governors rescind Policy B-16 Executive Session and remove this as a standing item on the General Session agenda.

Motion

86-09-13

Carried

12. ADJOURNMENT

Moved by: T. Rosko

THAT the meeting be adjourned.

Time noted at 12:10 p.m.

Motion

87-09-13

Carried

P. Fortier,
Executive Assistant to the Board