



NORTHERN COLLEGE

BOARD OF GOVERNORS MEETING NO. 390

GENERAL SESSION

Friday, September 17, 2010
10:30 a.m.

Porcupine Campus
Conference Room B-132

PRESENT:

File 3

Board: D. McGirr (Chair)
F. Gibbons (President)
R. McBean
C. Bender
L. Irvine
T. Mackey
D. Bérubé
N. Sunnasy
T. Rosko
R. Pineault
D. Wyatt
M. Miller

Staff: P. Fortier, Executive Assistant, Office of the President, Board of Governors and College Foundation
P. MacLean, V.P., Academic and Student Success
Loran Charbonneau, V.P., Finance, Administration & Aboriginal Services
B. Mack, V. P., Community, Business Development and Employment Services
L. Berthiaume, Registrar, Manager of Student Services, Institutional Research, and Marketing Services
R. Lavoie, Manager, Admissions, Student Recruitment and Second Career
C. Carbone, Supervisor, Employee Relations

REGRETS: J. Brunski
S. Louttit
J. Plaunt
M. Milinkovich

1. OPENING PROCEDURES

(a) CALL TO ORDER

Chair McGirr moved the meeting into the General Session, time noted at 10:35 a.m.

(b) CHAIR'S REMARKS

On behalf of the Board, Chair McGirr welcomed staff joining the General Session.

2. AGENDA

(a) MODIFICATIONS/ADDITIONS/DELETIONS

Nil.

(b) ADOPTION

Moved by: T. Mackey

Seconded by: T. Rosko

THAT the agenda for the Meeting No. 390 of the Board of Governors of Northern College of Applied Arts & Technology dated September 17, 2010 be adopted as presented.

Motion
63-10

Carried

(c) CONFLICT OF INTEREST – DECLARATIONS

The Chair called for disclosures of actual, potential, or perceived conflict of interest. None were expressed.

3. COMMENTS/PRESENTATIONS

President Gibbons explained that as of this date, enrolment continues to be very dynamic and further explained that post-secondary enrolment represents approximately 52% of the students we serve. The remaining 48% is comprised of non-postsecondary students from pre-apprenticeship, apprenticeship, contract training, continuing education, and literacy and basic skills programs – and this sector has been growing rapidly. Data presented today represents post-secondary activity only and indicates that not only have we sustained last year's enrolment levels where an increase of 47% was realized, but we are also seeing a modest increase this year. There will be more growth to report on, particularly in non-postsecondary activity. A detailed analysis of enrolment will be provided at the November Board meeting.

4. STANDING ITEMS/BUSINESS ARISING

(a) APPROVAL OF GENERAL SESSION MINUTES NO. 389

(Meeting Held June 17, 2010)

Item 6(f) will be amended to state that “the municipality expressed its preference that the college not rent space, while recognizing the college's responsibility to maintain financial viability.”

Moved by: L. Irvine

Seconded by: D. Berube

THAT the minutes of Meeting No. 389 June 17, 2010 be adopted as amended.

Motion
64-10

Carried

Motions from the Committee of the Whole minutes of Meeting No. 389, dated June 17, 2010 follow.

Moved by: D. Berube *Motion*
Seconded by: R. Pineault *41-10*
THAT the Committee of the Whole Agenda No. 389 dated June 17, 2010 be adopted as amended. *Carried*

Moved by: M. Milinkovich *Motion*
Seconded by: N. Sunnasy *42-10*
THAT the Committee of the Whole Minutes No. 388 dated May 11, 2010 be approved as presented;
AND THAT motions 26-10 to 33-10 be recorded in the General Session of the minutes. *Carried*

Moved by: D. Wyatt *Motion*
Seconded by: B. McBean *43-10*
THAT the Board of Governors approve the College proceeding with the purchase of the Golden Mile Property, for a maximum amount of \$100,000 and that Environmental Assessment costs of \$16,000 be deducted from this purchase price;
THAT the Board authorize demolition costs in the amount of \$29,000;
AND THAT the Board also authorize contingency and remedial costs associated with the removal of contaminants from the property of approximately \$30,000. *Carried*

Moved by: B. McBean *Motion*
Seconded by: D. Berube *44-10*
THAT the Board of Governors receive the minutes of the Board Executive Committee Meeting held April 28, 2010 as presented. *Carried*

Moved by: D. Berube *Motion*
Seconded by: M. Milinkovich *45-10*
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: B. McBean *Motion*
Seconded by: R. Pineault *46-10*
THAT the Board move into the General Session, time noted at 4:35 p.m. *Carried*

(b) BUSINESS ARISING FROM MINUTES

Teleconference Protocol

The President informed members that a protocol has been put in place with Bell Conferencing so members use the “Entry tone” to register thereby providing notification when a participant leaves the meeting.

Annual Report

President Gibbons confirmed that the Annual Report approved at our last meeting has been printed and invited members to take a copy after the meeting. Our Strategic Operating Plan has been shared with community partners and is also posted on the college website along with the Business Plan and Annual Report.

(c) PRESIDENT’S REPORT

The President’s Report is provided in the Board package. The President shared the following additional updates on recent events:

- The College has successfully assisted Algoma University in launching two courses at the Porcupine campus this fall. These courses are precursors to a future Hon. BSW degree program offering.
- Part-time staff was hired to help with the semester start-up period to support and ensure student success. Full-time staffing additions that would contribute to the attainment of Strategic Operating Plan initiatives are being reviewed.
- The President reported that the efficient processes in place at each of our campuses have contributed to a smooth semester start-up. President Gibbons recognized and commended staff as the college continues to welcome increasing numbers of students.
- The Northern College representative in China overseeing our joint venture with Yangzhou College confirmed that our Water-Wastewater program will run this fall. Thirty-eight students are registered which bodes for a very successful start to the program. Professor Richard Kallio, lead professor for the Water-Wastewater program travelled to China last June to meet with his faculty counterpart and we have established a good relationship with our partner. A question was raised about support services for International students and the President confirmed that Chinese students who choose to complete their second year at our college would have access to support services.

(d) EXECUTIVE TEAM REPORTS AND STRATEGIC PLAN PROGRESS

President Gibbons invited Vice Presidents to provide an update to the Board.

Ms. Loran Charbonneau, V.P, Finance, Administration and Aboriginal Services provided the following updates on Business Plan initiatives:

Organizational Development and Renewal:

- An online T2202 delivery system has been implemented;

- A new student portal “My Northern” is operational and provides students with numerous resources;
- The college internal telephone system has now been consolidated;
- Our advocacy efforts with the Ministry regarding distribution of non-general operating grant funding has had positive effects; in a recent funding allocation, three small colleges received a set minimum amount (floor funding) in the amount of \$250,000 while our college received \$570,000.

Focus on Human Resources

- A dedicated internal electronic site has been set up making professional resources available to faculty; the Leadership Excellence and Innovation Department is leading this initiative.
- A wellness program is being investigated; an initial audit has been completed and a report has now been received and is being reviewed. Next steps will include an RFP towards establishing programs tailored to each of our campuses.
- The college is on target to complete administrative and support staff evaluations by March 31st; a process for faculty evaluations will be developed.

Mr. Peter MacLean, Vice-President, Academic and Student Success provided the following update.

Focus on Learners

- An Academic and Student Success plan is being developed that will support and ensure quality learning. As part of this plan, a program review/evaluation process has been developed that will consider on-site delivery, distance delivery, and encompass professional development.
- New First Year Experience Services have been introduced to assist first-year students and inform them about resources available to ensure they succeed. A project coordinator and Student Advisors are in place to assist our learners.
- The college is exploring Applied Research and an Applied Research plan will be prepared.

Mr. Bob Mack, V.P. Community, Business Development and Employment Services shared the following updates.

Community-Based Access

- The college was successful in a funding application to co-locate with College Boreal at the Integrated Services building in Timmins to deliver Employment Ontario services. This location provides a one-stop-shop to clients seeking employment services.
- Due to limited Ministry funding, the college may not be able to add one additional online Apprenticeship program to its suite of programs next year. We hope to receive the funds necessary to attain this initiative in the future.
- The college has secured a good partnership with Kirkland Lake Gold for an underground mining program. Approx. 195 individuals attended an information session that will result in 12 students being selected for the program. Due to huge interest from participants, we would like to see additional offerings and the college continues to explore partnership opportunities with local mines.
- A first Millwright apprenticeship block-training program started this September.

(e) FINANCIAL REPORT

Chair McGirr invited Ms. Loran Charbonneau to review the financial report for the period ended July 31, 2010. Ms. Charbonneau proceeded to review the financial report indicating the college is on target for expenses for the period.

President Gibbons confirmed we are closing the gap on the Trades Centre community fundraising initiative and that we continue to seek community contributions to the project.

(f) NORTHERN COLLEGE ABORIGINAL COUNCIL ON EDUCATION

Mr. Micheal Miller, Chair of the NCACE, looks forward to working with the Board of Governors and continuing to strengthen the link between both entities. The NCACE will be holding a meeting and a planning session on September 30th and October 1st respectively.

5. NEW BUSINESS

(a) REAFFIRMATION OF COLLEGE VISION AND MISSION

Moved by: L. Irvine Motion
Seconded by: T. Mackey 65-10

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

Review of the Vision – Mission will be added to the agenda for September planning meetings.

(b) APPOINTMENT OF MEMBERS TO STANDING COMMITTEES

Moved by: C. Bender Motion
Seconded by: M. Miller 66-10

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

Policy Review Committee: L. Irvine, T. Rosko, R. Pineault, B. McBean
D. McGirr, F. Gibbons

Board Vacancy Nominating Committee: L. Irvine, D. Wyatt, D. McGirr, F. Gibbons

Carried

(c) EXPENDITURE REPORTS – CAPITAL PROJECTS

Ms. Loran Charbonneau presented expenditure reports for the Trades Centre indicating a total of \$14.5M has been spent or encumbered through purchase orders to date. Additional spending yet to be effected (e.g. for equipment, furniture, etc.) will bring expenditures closer to the full project value of \$17,362,000.

(d) REVISED SCHEDULE OF BOARD MEETINGS

Chair McGirr informed members the revised schedule reflects new dates for the Governor orientation that will take place in Toronto immediately preceding the Colleges Ontario Conference.

(e) COLLEGES ONTARIO CONFERENCE

Board members were encouraged to attend the conference and to confirm their attendance with Pierrette at their earliest convenience. Pierrette will forward a chart to members regarding booking details.

(f) FACILITY LEASING POLICY

Moved by: D. Berube

Seconded by: D. Wyatt

THAT the Board of Governors approve the Facility Leasing Policy as presented.

Motion

67-10

Carried

(g) KIRKLAND LAKE CAMPUS STRATEGIC PLAN

President Gibbons explained that the Kirkland Lake Campus revitalization initiative to introduce new programs and the space utilization plan are two of a number of elements that will contribute to restoring vitality and long-term sustainability of the KL campus. Thus, a strategic plan has been prepared that strives to address academic renewal, focus on student success, serve the local market/industry well, and recognizes the need to draw students from other regions.

The President invited comments and discussion followed. An addition will be made to the KL Strategic Plan that will state a commitment to continuing to grow the Welding program. The President also confirmed the plan will be shared with staff at the Kirkland Lake campus at an upcoming Town Hall meeting as well as via the President's Blog.

Moved by: D. Berube

Seconded by: D. Wyatt

THAT the Board of Governors receive and approve the Kirkland Lake Campus Strategic Plan, as amended.

Motion

68-10

Carried

6. ROUTINE ITEMS

(a) CORRESPONDENCE AND VERBAL REPORT BY CHAIR

Chair McGirr reflected on the progress made by the Board over the last year and expressed appreciation for members' support and commitment to move forward and implement changes.

It was confirmed any correspondence addressed to the Board will be shared with members and included in the Board package.

(b) APPROVAL OF BOARD OF GOVERNORS WORK PLAN

Moved by: T. Rosko

Motion

Seconded by: R. Pineault

69-10

THAT the Board of Governors approve the 2010-2011 Work Plan as presented.

Carried

(c) REPORTS FROM BOARD ADVISORY COMMITTEE REPRESENTATIVES

No reports were shared.

i. Recommendation for Trades Program Advisory Committee

Moved by: B. McBean

Motion

Seconded by: T. Mackey

70-10

THAT the Board of Governors approve the Nor Tech Board as a Program Advisory Committee with oversight for the Motive Power Technician - Automotive Service Technician; Motive Power Technician – Heavy Equipment; and Mechanical Technician – Industrial Millwright programs.

Carried

ii. Recommendation from Welding Engineering Technician Technologist Advisory Committee

Moved by: B. McBean

Motion

Seconded by: L. Irvine

71-10

THAT the Board of Governors approve that the Welding Advisory Committee act as an advisory committee for the Welding Fitter Program, in compliance with the Minister's Binding Policy Directive for Programs of Instruction.

Carried

(d) ADVISORY COMMITTEE SCHEDULE

An updated Advisory Committee Meeting Schedule was provided in the Board package. Governor Pineault expressed an interest in joining the Paramedic Advisory Committee; Governor Wyatt will represent the Board on the Building Inspection Technician Program Advisory Committee; and Governor Berube will join the Electrical Engineering/Electrical Apprenticeship Program Advisory Committee.

(e) BOARD MEMBER COMMUNITY-RELATED UPDATES

A question was raised about a move by Veteran's Affairs office which is anticipated to move to a new location within the community of Kirkland Lake.

With Kirkland Lake experiencing growth in the area of employment, the Town has entered into an agreement with a company to develop housing. V.P. Mack indicated the college has discussed with the municipality the possibility of developing a construction training program.

Governor Berube confirmed Northern College will be in attendance at an upcoming Kapuskasing Job Fair.

(f) FUTURE AGENDA ITEMS

Noted.

(g) NEXT MEETING

Date: Tuesday, November 9, 2010
Haileybury Campus – 1:00 p.m.

7. INFORMATION REPORT

Noted.

8. PROPOSED MOTIONS

As recorded in the minutes.

9. ADJOURNMENT

The meeting was adjourned; time noted at 12:25 p.m.

10. BOARD MEMBERS ONLY – IN CAMERA SESSION

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

Executive Assistant to the Board