



# NORTHERN COLLEGE

## BOARD OF GOVERNORS MEETING NO. 394

### GENERAL SESSION

Tuesday, May 3, 2011  
4:00 p.m.

Kapuskasing-Centre des Loisirs  
and Teleconference

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#### **PRESENT:**

**Board:** D. McGirr (Chair)  
R. McBean (First Vice-Chair)  
F. Gibbons (President)  
D. Bérubé  
T. Rosko  
R. Pineault  
C. Bender  
J. Brunski  
L. Irvine  
D. Wyatt  
M. Milinkovich

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

**Guests:** Town of Kapuskasing Councillor Emilie Lemieux

**REGRETS:** J. Plaunt  
M. Miller  
N. Lohnes  
S. Louttit

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

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

Chair McGirr moved the meeting into the General Session, time noted at 4:35 p.m.

**(b) CHAIR'S REMARKS**

On behalf of the Board, Chair McGirr welcomed everyone to the General Session. The Chair also welcomed Councillor Emilie Lemieux to the meeting and expressed the Board's appreciation for the community of Kapuskasing hosting our Board meeting.

**2. AGENDA**

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

Nil.

**(b) ADOPTION**

Moved by: T. Rosko	Motion
Seconded by: D. Berube	39-11
THAT the agenda for the Meeting No. 394 of the Board of Governors of Northern College of Applied Arts & Technology dated May 3, 2011 be adopted as presented.	
	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**

There will be no presentation in favour of the review of the 2011-2012 Business Plan.

**4. STANDING ITEMS/BUSINESS ARISING**

**(a) APPROVAL OF GENERAL SESSION MINUTES NO. 393  
(Meeting Held March 9, 2011)**

Moved by: T. Rosko	Motion
Seconded by: B. McBean	40-11
THAT the minutes of Meeting No. 393 March 9, 2011 be adopted as presented	
	Carried

Motions from the Committee of the Whole minutes of Meeting No. 393, dated March 9, 2011 follow.

*Moved by: M. Milinkovich* *Motion*  
*Seconded by: T. Rosko* *12-11*  
*THAT the Committee of the Whole Agenda No. 393 dated March 9, 2011 be adopted as presented.*

*Carried*

*Moved by: D. Berube* *Motion*  
*Seconded by: T. Rosko* *13-11*  
*THAT the Committee of the Whole Minutes No. 392 dated January 11, 2011 be approved*  
*as presented.*  
*AND THAT motions 01-11 to 07-11 be recorded in the General Session of the minutes.* *Carried*

*Moved by: T. Rosko* *Motion*  
*Seconded by: M. Milinkovich* *14-11*  
*THAT THE Board of Governors receives the report and refers it to the May Board of Governors meeting for a full discussion of the recommendations.*

*Carried*

*Moved by: L. Irvine* *Motion*  
*Seconded by: T. Rosko* *15-11*  
*THAT the Board of Governors receive the minutes of the Board Executive Committee Meeting held December 15, 2010 as presented.* *Carried*

*Moved by: L. Irvine* *Motion*  
*Seconded by: R. Pineault* *16-11*  
*THAT the Board of Governors receive the minutes of the Board Executive Committee Meeting held January 21, 2011 as presented.* *Carried*

*Moved by: M. Milinkovich* *Motion*  
*Seconded by: D. Berube* *17-11*  
*THAT the Board of Governors receive the minutes of the Board Executive Committee Meeting held February 7, 2011 as presented.* *Carried*

*Moved by: T. Rosko* *Motion*  
*Seconded by: L. Irvine* *18-11*  
*THAT the Board of Governors receive the minutes of the Board Policy Review Committee meeting held December 2, 2010 as presented.* *Carried*

*Moved by: T. Rosko* *Motion*  
*Seconded by: Fred Gibbons* *19-11*  
*THAT the Board of Governors receive the minutes of the Board Policy Review Committee Meeting held January 28, 2011 as presented.* *Carried*

*Moved by: M. Milinkovich* *Motion*  
*Seconded by: R. Pineault* *20-11*  
*THAT the Board of Governors approve amendments to the Terms and Conditions of*  
*Employment for Administrative Staff, as presented.* *Carried*

*Moved by: J. Plaunt*  
*Seconded by: T. Rosko*  
*THAT motion 21-11 be amended by deleting “Noella McNair” and inserting “retired, living*  
*past presidents.”* *Carried*

*Moved by: J. Plaunt* *Motion*  
*Seconded by: T. Rosko* *21-11*  
*THAT the Board of Governors award the title of “President Emeritus” to retired, living past*  
*presidents.* *Carried*

*Moved by: C. Bender* *Motion*  
*Seconded by: D. Berube* *22-11*  
*THAT the Board move into the General Session, time noted at 2:25 p.m.*  
*Carried*

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**(b) BUSINESS ARISING FROM MINUTES**

**(i) Approval of Board Policies**

The Policy Review committee has reviewed policies of record and created new policies presented for approval today. An addition will be made on each policy's section on monitoring to include the word “interim.”

*Moved by: M. Milinkovich* *Motion*  
*Seconded by: D. Wyatt* *41-11*

*THAT the Board of Governors approve the following policies, as amended:*

- A-1 Vision Mission
- A-2 Programs of Instruction
- A-3 Strategic Plan
- A-4 Business Plan
- A-5 Annual Report
- A-6 Student Success
- A-7 Our Communities
- D-1 General Executive Constraint
- D-6 Naming of Facilities

*Carried*

(ii) Human Resource Macro Indicators

Moved by: D. Berube

Motion

Seconded by: D. Wyatt

42-11

THAT the Board of Governors approve Human Resource Macro Indicators, as presented.

Carried

(iii) 2011 Graduation Dates

Graduation dates are provided for members' information. Members are encouraged to attend graduations and are asked to confirm their availability with Pierrette at their earliest convenience.

(c) **PRESIDENT'S REPORT**

The President's Report is provided in the Board package. In addition, the President shared the following updates.

The College recently formalized an agreement with the Association of Canadian Community Colleges and the Canadian Forces to participate in Project Hero. The college will provide a bursary to cover tuition costs for children of Canadian Forces personnel who have been killed. The bursary is for students registered in a full-time program at any of our campuses.

The President also confirmed that retired, past presidents have been invited to receive the President Emeritus honour at a college function of their choice. Dr. R. Gervais and Mrs. N. McNair will attend functions to receive this designation while Mr. J. Drysdale sent regrets. The College will arrange to present Mr. Drysdale with the certificate.

(e) **FINANCIAL REPORT**

Chair McGirr invited Ms. Loran Charbonneau, V.P., Finance, Administration and Aboriginal Services to present a verbal financial report. Ms. Charbonneau confirmed spending for the current fiscal year is on track and that auditors will be at the College on May 9<sup>th</sup> to perform the audit for the fiscal year ended March 31. Audited financial statements will be presented at the June Board meeting.

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

This item is deferred to the June meeting.

**5. NEW BUSINESS**

(a) **2011 – 2012 BUSINESS PLAN**

The President was joined by Vice Presidents to present an overview of business plan initiatives for the 2011 – 2012 academic year. A Business Plan Précis was prepared and is available for members' use as well as for distribution to the public and to media. The full Business Plan will be printed so it may be provided to members at the June meeting and will also be posted on the College website.

Moved by: T. Rosko

Motion

Seconded by: B. McBean

43-11

WHEREAS the Board of Governors of the Northern College of Applied Arts and Technology have a duty to ensure that the College is operated in a fiscally sound manner; AND THAT the Board of Governors has been presented, and heard input from all aspects of the College;

THEREFORE be it resolved:

THAT the Board of Governors has reviewed and supports the operational outcomes in the Business Plan and its projected budget;

AND FURTHER

THAT this document be taken forward to the Ministry of Training, Colleges and Universities and thereafter to the communities we serve.

Carried

**(b) ELECTIONS OF 2011-2012 BOARD EXECUTIVE**

President Gibbons assisted with the election process.

M. Milinkovich nominated D. McGirr for the position of Chair; seconded by R. Pineault.

D. McGirr 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 D. McGirr.

D. McGirr nominated B. McBean for the position of First Vice-Chair; seconded by D. Wyatt.

B. McBean 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 B. McBean.

D. Berube nominated D. Wyatt for the position of Second Vice-Chair; seconded by B. McBean.

D. Wyatt accepted the nomination.

The President put out two more calls for any further nominations. There were no further nominations; nominations were closed.

Congratulations to D. Wyatt.

C. Bender nominated D. Berube for the position of Governor at Large; seconded by M. Milinkovich. D. Berube accepted the nomination.

L. Irvine nominated T. Rosko for the position of Governor at Large; seconded by D. Berube.

T. Rosko accepted the nomination.

The President put out another call for any further nominations. There were no further nominations and nominations were closed.

An election was held. Governor Berube was elected.

Congratulations to D. Berube.

Moved by: C. Bender

Motion

Seconded by: D. Wyatt

44-11

THAT the Board of Governors approve the appointment of:

Chair – D. McGirr

First Vice-Chair – B. McBean

Second Vice-Chair – D. Wyatt

Governor at Large – D. Berube

to the Executive Committee of the Board, effective September 1, 2011 for a one-year period.

AND THAT ballots used in conjunction with the election be destroyed.

Carried

**(c) APPOINTMENT OF OFFICERS**

Moved by: D. Berube

Motion

Seconded by: B. McBean

45-11

THAT the following be appointed as officers of the Corporation for 2011-2012:

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

Carried

**(d) 2010-2011 KEY PERFORMANCE INDICATORS**

Recently published 2010-2011 Key Performance Indicator results were provided to the Board for information. The Institutional Research office is conducting analyses and more information will be shared with the Board at the January meeting.

**(e) BOARD OF GOVERNORS ENTRANCE SCHOLARSHIPS**

A schedule of high school graduations was provided so members may attend to present Board of Governors Entrance Scholarships. Members are asked to confirm attendance with Pierrette.

**6. ROUTINE ITEMS**

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

Chair McGirr reiterated the Board's appreciation for having our meeting in Kapuskasing.

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

The Work Plan is provided in the Board package.

**(c) EAST END FAMILY HEALTH TEAM ADVISORY COUNCIL APPOINTMENTS**

Moved by: M. Milinkovich Motion  
Seconded by: D. Wyatt 46-11  
THAT the Board of Governors approve East End Family Health Team Advisory Council appointments, as presented.  
Carried

**(d) PROGRAM ADVISORY COMMITTEE APPOINTMENTS**

Moved by: C. Bender Motion  
Seconded by: D. Berube 47-11  
THAT the Board of Governors approve Program Advisory Committee appointments, as presented.  
Carried

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

Governor Irvine reported on the partnership between the College's Environmental Technician: Water Wastewater Program and the Walkerton Clean Water Centre to offer courses at the KL Campus. This is a key achievement for the college that will also present Continuing Education and Corporate training opportunities.

**(f) ADVISORY COMMITTEE SCHEDULE**

A schedule of advisory committee meetings is included in the board package.

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

None.

**(h) FUTURE AGENDA ITEMS**

Staff from the Learning Excellence and Innovation Department will be invited to make a presentation to the Board on their new micro site in November.

**(i) NEXT MEETING**

Date: Tuesday, June 14, 2011  
3:00 p.m. to 6:00 p.m.

**7. INFORMATION REPORT**

Noted.



**8.     PROPOSED MOTIONS**

As recorded in the minutes.

**9.     ADJOURNMENT**

Moved by:     D. Berube

Motion  
48-11  
Carried

THAT the meeting be adjourned.

Time noted at 6:00 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.

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Executive Assistant to the Board