



# NORTHERN COLLEGE

## BOARD OF GOVERNORS MEETING NO. 407

### GENERAL SESSION

Tuesday, June 11, 2013  
4:00 p.m.

Porcupine Campus Boardroom  
and Videoconference

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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  
R. Foy  
J. Collins  
M. Miller  
S. Panagapka  
C. Carbone  
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 of Student Services, Institutional Research and Registrar  
C. Bresson, Manager, Marketing and Communications

**REGRETS:** S. Louttit  
M. Milinkovich  
R. Pineault

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

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

Chair McBean moved the meeting into the General Session at 4:20 p.m.

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

Chair McBean welcomed staff to the meeting and proceeded to share a Traditional Territory Acknowledgement.

**2. AGENDA**

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

There were no additions to the agenda.

**(b) ADOPTION**

Moved by: R. Foy	Motion
Seconded by: C. Carbone	62-06-13
THAT the agenda for the Meeting No. 407 of the Board of Governors of Northern College of Applied Arts & Technology dated June 11, 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.

Governor Kemp declared a perceived conflict with item 6e. College Legal Representation.

**4. COMMENTS/PRESENTATIONS**

Ms. Lynn Berthiaume made a presentation on the 2012-2013 Key Performance Indicator results.

Chair McBean thanked Ms. Berthiaume for her presentation.

**5. STANDING ITEMS/BUSINESS ARISING**

**(a) APPROVAL OF GENERAL SESSION MINUTES NO. 406  
(Meeting Held May 1, 2013)**

Moved by: T. Rosko	Motion
Seconded by: D. Berube	63-06-13
THAT the minutes of Meeting No. 406 dated May 1, 2013 be adopted as presented.	
	Carried

Motions from the Committee of the Whole minutes of Meeting No. 406, dated May 1, 2013 follow.

<i>Moved by: J. Collins</i>	<i>Motion</i>
<i>Seconded by: M. Baker</i>	<i>31-05-13</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: D. Berube* *Motion*  
*Seconded by: D. Wyatt* *32-05-13*  
*THAT the Committee of the Whole Minutes No. 405 dated March 5, 2013 be approved as presented.*  
*AND THAT motions 16-03-13 to 21-03-13 be recorded in the General Session of the minutes.* *Carried*

*Moved by: D. Berube* *Motion*  
*Seconded by: B. McBean* *33-05-13*  
*THAT the Board Vacancy Nominating Committee approve the minutes of the meeting held March 13, 2013, as presented.* *Carried*

*Moved by: G. Kemp* *Motion*  
*Seconded by: R. Pineault* *34-05-13*  
*THAT the Board Policy Review Committee approve the minutes of the meeting held March 27, 2013 as presented.*  
*Carried*

*Moved by: M. Milinkovich* *Motion*  
*Seconded by: J. Collins* *35-05-13*  
*THAT the Board of Governors receive minutes of the:*  
*Board Executive Committee Meeting held February 20, 2013;*  
*Board Vacancy Nominating Committee meeting held January 17 and March 13, 2013;*  
*and Board Policy Review Committee meetings held January 17, 2013 and March 27, 2013.*  
*Carried*

*Moved by: A. Spacek* *Motion*  
*Seconded by: D. Wyatt* *36-05-13*  
*That the Board of Governors approve a two year agreement with **Valley Driver Training** to provide truck driving and heavy equipment operator training, from May 1, 2013 to March 31, 2015 for a maximum amount, not to exceed, \$500,000.* *Carried*

*Moved by: M. Baker* *Motion*  
*Seconded by: J. Collins* *37-05-13*  
*THAT the Board of Governors proceed with Meridian Edge Consulting to administer online Board and member self evaluation questionnaires between June 3 and June 28, 2013.*  
*Carried*

*Moved by: D. Berube* *Motion*  
*Seconded by: T. Rosko* *38-05-13*  
*THAT the Board of Governors approve that the September 12, 2013 Board Planning Meeting be held at the Elk Lake Eco Lodge and that the proposed program be amended as required.*

*Carried*

*Moved by: M. Baker* *Motion*  
*Seconded by: C. Carbone* *39-05-13*  
*THAT the Board move into the General Session, time noted at 3:45 p.m.*

*Carried*

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**(b) FINANCE REPORT**

Ms. Loran Charbonneau presented the finance report for the period ended May 31, 2013. Governor Rosko requested additional information on a variance of \$50,000 in forecasted administration expenses.

Ms. Charbonneau also provided an update on the RFP for investment services stating that at present, only Cambrian College is interested in being part of the RFP and pooling resources to maximize returns.

**6. NEW BUSINESS**

**(a) APPROVAL OF DRAFT AUDITED FINANCIAL STATEMENTS**

Ms. Charbonneau reviewed the draft audited financial statements with the Board.

*Moved by: T. Rosko* *Motion*  
*Seconded by: D. Wyatt* *64-06-13*  
*THAT the Board of Governors approve the 2012-2013 Audited Financial Statements for presentation to the Ministry of Training, Colleges and Universities.*

*Carried*

**(b) APPROVAL OF DRAFT ANNUAL REPORT**

President Gibbons was joined by college administrators in presenting the annual report. The college achieved 80% of its initiative over 2012-2013.

*Moved by: J. Collins* *Motion*  
*Seconded by: T. Rosko* *65-06-13*  
*THAT the Board of Governors approve the 2012-2013 College Annual Report and that this document be taken forward to the Ministry of Training, Colleges and Universities and thereafter to the communities we serve.*

*Carried*

**(c) MONITORING REPORTS**

President Gibbons invited questions on the monitoring reports which are presented as scheduled in the Board work plan, for the Board's information. There were no questions.

- (i) Partnerships and Collaborative Initiatives
- (ii) Compliance Report: Program Advisory Committees
- (iii) Compliance Report: Executive Limitation Policies

**(d) PORCUPINE CAMPUS NAME CHANGE**

Further to discussions at the May Board meeting, the Board has considered and supports the proposed change.

Moved by: D. Berube  
Seconded by: D. Wyatt  
THAT the Board of Governors approve renaming the Porcupine Campus to Timmins Campus.

Motion  
66-06-13  
  
Carried

**(e) AFFIRM COLLEGE LEGAL REPRESENTATION**

Having declared a perceived conflict, Governor Kemp abstained from the vote.

Moved by: C. Carbone  
Seconded by: R. Foy  
THAT the Board re-affirm the appointment of the following solicitors for the fiscal year 2013-2014:  
The firm of Evans, Bragagnolo & Sullivan for property and other matters in Timmins and Moosonee;  
The firm of Hicks, Morley, Hamilton, Stewart & Storie for Labour Relations/Arbitration;  
AND THAT solicitors for Kapuskasing, Hearst, Kirkland Lake and Haileybury be appointed as required in these areas.

Carried

**(f) DEFERRED MAINTENANCE LIST**

Further to a request from the Board, a deferred maintenance list was prepared, for the Board's information. President Gibbons also indicated that the Ministry is undertaking a formal study on all of the colleges' and universities' deferred maintenance requirements, province-wide.

**(g) DRAFT 2013-2014 BOARD MEETING SCHEDULE**

The date of the March meeting will be changed to Wednesday, March 5<sup>th</sup>, 2014 allowing for travel on Tuesday, March 4<sup>th</sup>.

Moved by: T. Rosko	Motion
Seconded by: J. Collins	68-06-13
THAT the Board of Governors approve the 2013-2014 schedule of meeting dates as amended.	
	Carried

**(h) 2013 SUMMER RECESS**

Moved by: M. Baker	Motion
Seconded by: D. Berube	69-06-13
THAT the Board of Governors declare a summer recess for the months of July and August 2013;	
AND THAT the Executive Committee be empowered to act on behalf of the Board of Governors during such recess;	
AND THAT the Executive Committee call a special meeting, if required, by the matter under consideration.	
	Carried

**7. ROUTINE ITEMS**

**(a) CORRESPONDENCE**

The Board of Governors was copied on a letter from Nairn Township regarding the Chapleau Learning Centre. President Gibbons indicated there has been no action on the part of the Ministry to date.

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

Governor Miller reported the Aboriginal Council is pleased with the adoption of the policy on Traditional Territory Acknowledgement. The Council at its last meeting was informed about the success of the Elders' program and recommended the college plan an Aboriginal Awareness week in September. Governor Miller was re-elected as NCACE Chair for another 3-year term; Mr. John Beck was elected as NCACE Vice-Chair. The Council Executive will meet soon to look at filling vacancies on the Council. A number of initiatives are being planned through Targeted Initiatives Funding, for example a sacred garden, an Aboriginal Summer Camp in partnership with Hydro One, and a Prior Learning Assessment project.

**(c) PRESIDENT'S REPORT**

The President's Report is provided in the Board package. Through the summer months, the new MTCU Minister is pursuing the postsecondary transformation agenda and will be holding round table consultations with college and university presidents.

The President elaborated on the negative impact colleges would face should the federal government claw back funding to the province for Labour Market Development Agreements.

**(d) PROGRAM ADVISORY COMMITTEE APPOINTMENT**

Moved by: A. Spacek

Seconded by: R. Foy

THAT the Board of Governors appoint Mr. Laurent Gilbert to the Child & Youth Worker Program Advisory Committee.

Motion

70-06-13

Carried

**(e) ADVISORY COMMITTEE MEETING SCHEDULE**

As provided in the package. Representation on committees will be updated in the fall.

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

Governor Collins reported on the Computer Studies Program Advisory Committee meeting he attended on May 29<sup>th</sup>.

Chair McBean attended a Civil / Engineering Technology Program Advisory Committee meeting on June 4<sup>th</sup>. Despite not achieving quorum, the meeting was held and provided an opportunity for information sharing; motions will be ratified via email.

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

Noted.

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

As provided in the package.

**(i) FUTURE AGENDA ITEMS**

In reference to the Audited Financial Statements, Governor Spacek inquired if the Board could receive a verbal update on what the college nets from bookstore and student residence operations.

**(j) NEXT MEETING**

Annual Planning Retreat: Thursday, Sept. 12, 2013  
Lake Eco Centre, Elk Lake  
10:00 a.m. to 5:00 p.m. (evening activity)

Board Meeting: Friday, September 13, 2013  
Elk Lake Eco Centre  
8:30 a.m. – Committee of the Whole  
9:00 a.m. – General Session  
Noon – Lunch provided

**8. INFORMATION REPORT**

As provided in the Board package.

**9. PROPOSED MOTIONS**

As recorded in the minutes.

**10. BOARD EDUCATION / INFORMATION SESSION**

President Gibbons asked members to give consideration to some of the topics they might wish to have presented under the Board Education agenda item. This will be discussed at the September Planning meeting.

**11. ADJOURNMENT**

Moved by: M. Miller

Motion  
71-06-13  
Carried

THAT the meeting be adjourned.

Time noted at 6:10 p.m.

President Gibbons made a presentation to Chair Bob McBean in recognition of his contribution to the Board over the last six years and in particular, as Chair over the past year. Chair McBean completes his term with the Board on August 31, 2013.

**12. EXECUTIVE SESSIONS**

College personnel left the meeting for the in-camera session.

P. Fortier,  
Executive Assistant to the Board