



# NORTHERN COLLEGE

## BOARD OF GOVERNORS MEETING NO. 426

### GENERAL SESSION

Friday, September 16, 2016  
9:00 a.m.

Boardroom A106  
Timmins Campus

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#### **PRESENT:**

##### **Board:**

G. Kemp (Chair)  
A. Spacek (First Vice-Chair)  
R. Foy (Second Vice-Chair)  
G. Pirie (Governor at Large)  
F. Gibbons (President)  
J. Carbonneau  
D. Rizzuto  
L. Kozak  
B. Allan  
D. Walsh

##### **Staff:**

P. Fortier, Executive Assistant, Office of the President and Board of Governors  
A. Penner, V.P., Academic & Student Success  
L. Berthiaume, Executive Director, Student Services, Institutional Research & Registrar

##### **Regrets:**

D. Seary  
G. Waghorn  
P. McConnell  
A. Rondeau  
S. Munroe

## **1. OPENING PROCEDURES**

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

Chair Kemp called the meeting to order at 9:00 a.m.

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

Chair Kemp welcomed everyone to the meeting and introduced Governor Walsh. The Chair thanked everyone for their participation at the Board Retreat yesterday. A Traditional Territory Acknowledgement was shared.

## **2. AGENDA**

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

Item 8 (n) Governors' Review Committee – Call for Nominations was added to the agenda.

### **(b) ADOPTION**

Moved by: D. Rizzuto	Motion
Seconded by: J. Carbonneau	66-09-16
THAT the agenda for the Meeting No. 426 of the Board of Governors of Northern College of Applied Arts & Technology dated September 16, 2016 be adopted as amended.	
	Carried

## **3. CONFLICT OF INTEREST – DECLARATIONS**

The Chair called for disclosures of actual, potential, or perceived conflict of interest. Governor Rizzuto declared a potential conflict with item 8 (j) Approval for NOHFC Application – Mine Training Simulation Centre.

## **4. APPOINTMENT OF NEW GOVERNOR**

Moved by: L. Kozak	Motion
Seconded by: A. Spacek	67-09-16
THAT the Board of Governors appoint Mr. Doug Walsh for a 3-year period effective September 1, 2016 to August 31, 2019.	
	Carried

## **5. COMMENTS/PRESENTATIONS**

President Gibbons provided a verbal report on First-Year enrolment for September 2016, indicating that enrolment continues to be dynamic at this date, with students being allowed to register until semester day 10. We currently have 694 First-Year students compared to 801 at this date last year. The reduction of 107 domestic students can be explained by some programs not being offered this semester (e.g. cyclical nature of Paramedic; Practical Nursing-KL), and general reductions in other program areas. On the international front, we currently have 18 students. A more comprehensive enrolment presentation is scheduled for the November Board meeting.

Discussion ensued regarding the Paramedic program and the college was informed about a severe lack of paramedics in Matheson, Iroquois Falls, Cochrane, Smooth Rock Falls, Hearst, as well as Temagami. Vice-President Audrey Penner will follow up through our Program Advisory Committee.

**6. BUSINESS ARISING FROM PREVIOUS MEETING**

**(a) Leaders of Tomorrow Fundraising Campaign**

President Gibbons was pleased to confirm the campaign has successfully wrapped up at \$248,503.89. Grocery stores in Kapuskasing and Timmins have asked if the college would like to run a fundraising campaign again next year and we have agreed. The college has also partnered with the Timmins Gaming Centre to hold bingos run by alumni and friends that will net \$12K per year.

**(b) Secondary School Advisory Committee Update**

The President explained that the role of this ad-hoc committee was to connect with each of the local school boards to enhance the college's profile and visibility so that more students would select our college as their college of choice. Governors on the committee had conversations with school board contacts as a first step. As a result, DSB-ONE invited the college to make a presentation to their trustees at their June meeting and, in additional meetings with the Director, has committed to holding 3 Northern College open houses in their schools this fall. Our staff is busy planning the days to make them as interactive as possible, and have maximum program representation. All of the open house participants will also be informed about our annual spring open houses where students and their parents can visit our campuses.

**7. STANDING ITEMS**

**(a) APPROVAL OF GENERAL SESSION MINUTES NO. 425**

(Meeting Held June 14, 2016)

Moved by: D. Rizzuto	Motion
Seconded by: A. Spacek	68-09-16
THAT the minutes of Meeting No. 425 dated June 14, 2016 be adopted as presented.	Carried

Motions from the Committee of the Whole minutes of Meeting No. 425, dated June 14, 2016 follow.

<i>Moved by: P. McConnell</i>	<i>Motion</i>
<i>Seconded by: G. Pirie</i>	<i>60-06-16</i>
<i>THAT the Committee of the Whole Agenda No. 425 dated June 14, 2016 be adopted as amended.</i>	<i>Carried</i>

<i>Moved by: J. Carbonneau</i>	<i>Motion</i>
<i>Seconded by: P. McConnell</i>	<i>61-05-16</i>
<i>THAT the Committee of the Whole Minutes No. 424 dated May 10, 2016 be approved as presented.</i>	
<i>AND THAT motions 38-05-16 to 44-05-16 be recorded in the General Session of the minutes.</i>	<i>Carried</i>

*Moved by: P. McConnell* *Motion*  
*Seconded by: R. Foy* *62-06-16*  
*THAT the Board of Governors receive the minutes of the Board Executive Committee Meeting held April 27, 2016, the Board Secondary School Advisory Committee minutes dated April 27, 2016, and minutes of the Board Vacancy Nominating Committee dated May 30, 2016.* *Carried*

*Moved by: G. Pirie* *Motion*  
*Seconded by: P. McConnell* *63-06-16*  
*THAT the Board of Governors approve the recommendation that President Fred Gibbons' performance be rated as exceptional;*  
*AND THAT the President's salary be adjusted as recommended and in accordance with Compensation Levels for College Presidents;*  
*AND THAT the Board of Governors offer their congratulations to President Gibbons for a job well done.* *Carried*

*Moved by: R. Foy* *Motion*  
*Seconded by: B. Allan* *64-06-16*  
*THAT the Board of Governors approve the President's 2016-2017 Performance Objectives as amended.* *Carried*

*Moved by: L. Kozak* *Motion*  
*Seconded by: B. Allan* *65-06-16*  
*THAT the meeting be adjourned.* *Carried*

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**(b) FINANCE REPORT**

Ms. Claire Verdu, Controller joined the Board meeting to present the finance report for the period ended July 31, 2016 and review changes in the statement of operations for the period.

**8. NEW BUSINESS**

**(a) REAFFIRMATION OF NORTHERN COLLEGE VISION AND MISSION**

*Moved by: R. Foy* *Motion*  
*Seconded by: L. Kozak* *69-09-16*  
*WHEREAS the Board of Governors of The Northern College of Applied Arts and Technology adopted a refreshed Vision – Mission on September 11, 2015.*  
*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.*  
*Carried*

**(b) APPROVAL OF 2016-17 BOARD GOALS**

Board goals prepared during the Planning Meeting were reviewed and presented for approval. Board Goals are now a standing item on the Board agenda.

Moved by: D. Rizzuto	Motion
Seconded by: D. Walsh	70-09-16
THAT the Board of Governors approve the 2016-2017 Board Goals as presented.	
	Carried

**(c) APPROVAL OF BOARD OF GOVERNORS STATEMENT OF PURPOSE**

There were no proposed changes to the Board Statement of Purpose.

Moved by: A. Spacek	Motion
Seconded by: L. Kozak	71-09-16
THAT the Board of Governors approve the Board of Governors Statement of Purpose as presented.	
	Carried

**(d) APPROVAL OF DELEGATION OF DUTIES TO THE EXECUTIVE**

Delegation of duties to the Executive Committee was reviewed and discussed at the Board Planning meeting held September 15<sup>th</sup>. No changes were recommended.

Moved by: J. Carbonneau	Motion
Seconded by: D. Rizzuto	72-09-16
THAT the Board of Governors approve delegation of duties to the Executive Committee as presented.	
	Carried

**(e) APPOINTMENT OF MEMBERS TO STANDING COMMITTEES**

Governors were invited to express their interest in being a member on committees.

Moved by: A. Spacek	Motion
Seconded by: R. Foy	73-09-16
THAT the Board of Governors appoint Board members to Standing Committees as follows:	

Board Policy Review Committee: G. Kemp, F. Gibbons, D. Rizzuto, D. Walsh, R. Foy.

Board Vacancy Nominating Committee: G. Kemp, F. Gibbons, L. Kozak, B. Allan,  
G. Pirie.

Online Board Survey Review Ad-Hoc Committee: G. Kemp, F. Gibbons, G. Pirie

Carried.

Additional participation will be invited prior to the November Board meeting.

**(f) QUARTERLY REPORT ON INVESTMENTS FOR THE PERIOD  
ENDED JUNE 30, 2016**

Ms. Verdu presented the investment report for the period ended June 30, 2016. College investments are managed by TD Wealth Management.

**(g) PROGRAM APPROVALS:**

- i. Fundamentals of Child & Adolescent Mental Health Certificate**
- ii. Working with Child & Adolescent Mental Health Certificate**
- iii. Understanding Child & Adolescent Mental Health Certificate**

Moved by: R. Foy  
Seconded by: L. Kozak  
Motion 74-09-16  
THAT the Board of Governors approve the Northern College Fundamentals of Child and Adolescent Mental Health Certificate program; the Northern College Working with Child and Adolescent Mental Health Certificate program; and the Northern College Understanding Child & Adolescent Mental Health Certificate program. Carried

**iv. Mechanical Welding Trade Readiness Certificate**

Moved by: B. Allan  
Seconded by: D. Rizzuto  
Motion 75-09-16  
THAT the Board of Governors approve the Northern College Mechanical Welding Trade Readiness Certificate Program. Carried

**v. Mineral Exploration Techniques Ontario College Certificate**

Moved by: D. Rizzuto  
Seconded by: L. Kozak  
Motion 76-09-16  
THAT the Board of Governors approve the Mineral Exploration Techniques Ontario College Certificate proposal for submission to the Credential Validation Service (CVS) and the Ministry of Advanced Education and Skills Development. Carried

**(h) POSTSECONDARY PROGRAM CANCELLATIONS**

The President indicated that the Ministry provides lists of programs that have been inactive for a number of years. A motion is presented not to cancel two programs, despite their not being active for some time, to allow the college to look into market demand prior to a final decision being presented to the Board next year.

Moved by: A. Spacek  
Seconded by: D. Walsh  
Motion 77-09-16  
THAT the Board of Governors approve that the Agriculture (AESD#42711) and General Arts and Science (AESD#54701) programs not be cancelled and remain on the active programs list. Carried

**(i) APPROVAL OF COOP FEES FOR PURES**

Moved by: J. Carbonneau

Motion

Seconded by: L. Kozak

78-09-16

THAT the Board of Governors approve a \$2,500 Coop Fee for PURES, for the 2016-17 academic cycle.

Carried

**(j) APPROVAL FOR NOHFC APPLICATION – MINE TRAINING SIMULATION CENTRE**

Governor Rizzuto did not participate in the discussion or vote due to a potential conflict of interest.

Moved by: A. Spacek

Motion

Seconded by: R. Foy

79-09-16

THAT the Board of Governors support an application to the Northern Ontario Heritage Fund Corporation for \$971,253 for The Mine Training Simulation Centre Project to which Northern College will provide a \$6,500 in-kind contribution and other in-kind supports;

AND THAT the Board supports the college's commitment to cover any cost overruns.

Carried

**(k) SIGNING AUTHORITY FOR NON-DISCLOSURE AND INTELLECTUAL PROPERTY AGREEMENTS**

Moved by: D. Rizzuto

Motion

Seconded by: D. Walsh

80-09-16

THAT the Board of Governors delegates signing authority to the Manager of Applied Research, Entrepreneurship and Innovation for Non-Disclosure and Intellectual Property agreements.

Carried

**(l) 2016 GOOD GOVERNANCE PROGRAM AND HIGHER EDUCATION SUMMIT**

The Board Executive Committee is recommending that up to seven governors, including the Board Chair (or a designate) attend the conference. Priority will be given to new, incoming governors, governors who have never attended before or have not attended in a long time, and a draw will be held for remaining spots.

Moved by: A. Spacek

Motion

Seconded by: R. Foy

81-09-16

THAT the Board of Governors approve that up to seven governors including the Board Chair (or designate) attend the 2016 Good Governance Program and Higher Education Summit in Toronto.

Carried

Pierrette will contact governors who were absent about their interest in attending.

**(m) SUMMARY REPORT ON PROGRAM REVIEWS**

Vice-President Penner presented the monitoring report that summarizes program reviews. The college continues to build strong processes in quality assurance and is looking at one formative and ten summative reviews by June 2017. We are putting a concerted effort into mapping other outside accrediting bodies to college program standards in order not to duplicate efforts.

**(n) GOVERNORS' REVIEW COMMITTEE – CALL FOR NOMINATIONS**

Chair Kemp spoke about the College Employer Council's call for nominations to the Governors' Review Committee (GRC) which has three vacancies. The GRC's work in the last few years has been on the Executive Compensation framework. Over the next few months, the GRC will be tasked with preparing a template for colleges to develop their own executive compensation program. Our Board has competent individuals who could fill a position and Chair Kemp invited governors to express their interest in being nominated to the committee. Other functions of the GRC include advising the CEC on the qualifications, training and development of governors and overseeing appointments to the Board of Trustees of the CAAT pension plan. The GRC meets in person once per year and at other times by teleconference.

Moved by: D. Rizzuto

Motion

Seconded by: D. Walsh

82-09-16

THAT the Northern College Board of Governors nominates Rock Foy for appointment to the College Employer Council's Governors' Review Committee.

**8. ROUTINE ITEMS**

**(a) CORRESPONDENCE**

Correspondence is provided in the Board package.

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

President Gibbons shared details of the college's fourth annual Indigenous Cultural Awareness Week taking place from September 19 to 23, 2016.

**(c) PRESIDENT'S REPORT**

The President's Report is provided in the Board package. President Gibbons informed the Board that colleges have received final disposition from the Ministry that no college in Ontario may offer Nursing degrees.

Also, the Deputy Minister has announced a review of the Binding Policy Directive on entrepreneurial activity with a focus on public/private college partnerships, which could impact our partnership with PURES. The President elaborated on the dynamics of six colleges having private college partners in Toronto and potential risks resulting from the review. Governor Spacek stated that FONOM would be happy to provide its support and lobby in support of the college partnerships should the presidents make this request.



**(d) EXECUTIVE TEAM REPORTS AND BUSINESS PLAN PROGRESS**

V.P. Audrey Penner reported on progress on the Accessible Education initiative to develop four courses for competency based, distance learning Early Childhood Education (ECE) with continuous student intakes. This initiative is well under way with one course being fully developed and ready to be Beta tested; the other courses have been designed and will receive additional instructional design development. We have partially met our objective to increase College Vocational Program student enrolment by building partnerships with community organizations and stakeholders, having increased enrolment by 4 students to date. The implementation of Bring Your Own Device Classroom Power Retrofits (Phase 2) has been completed and is part of college operations. The replacement and modernization of our phone system college-wide began in August and is nearly complete, with the Moosonee system switch-over taking place in the next few weeks. We are thankful for the extensive commitment from our IT department in completing the change-over. This action supports our risk management and emergency continuity strategies.

Our initiative to create a capacity inventory for applied research, entrepreneurship and innovation is one of the strategic needs for growing our Applied Research, Entrepreneurship and Innovation department and this has now been completed. This allows other strategic initiatives in our AREI plan to be acted on.

Executive Director Lynn Berthiaume reported on the Northern Experience initiative to develop a plan to improve the leadership capacity within the college, indicating strategies from our plan have started to be implemented including training for our administrative team. The objective of our Human Resources department to increase its visibility and engagement has been undertaken with their involvement in various activities and meetings college-wide. HR policies have also been updated and are available on our Intranet. The Distance Learning strategic plan is being reviewed and once consultation with stakeholders are complete, will be finalized. Through our work to identify and implement zero to low-cost initiatives for student retention, two key areas were identified being Math courses and social inclusiveness. Faculty is implementing strategies to better support students in these areas.

Next year will mark the college system's 50<sup>th</sup> anniversary and we are working to develop and implement a plan for Northern College/Colleges Ontario 50<sup>th</sup> Anniversary celebrations. A college-wide committee has been meeting and campus-based committees will now be convened to plan local activities.

In closing, Ms. Berthiaume stated that the college has worked with Education Authorities and their Education Officers around the General Arts and Science (GAS) program not only to increase enrolment but as a student success and retention strategy.

**(e) PROGRAM ADVISORY COMMITTEE APPOINTMENTS**

A total of six individuals are presented for appointment to the Business and Office Administration and the Welding Engineering Technology program advisory committees.

Moved by: D. Rizzuto

Seconded by: L. Kozak

THAT the Board of Governors approve appointments to program advisory committees as presented.

Motion

83-09-16

Carried

V.P. Audrey Penner shared information on the upcoming Program Advisory Committee conference, to be held October 20 and 21<sup>st</sup>. All Board members are invited to register and attend and were asked to encourage PAC committee members to attend as well. Governor Rizzuto requested a list of all PAC members.

**(f) BOARD REPRESENTATION ON PROGRAM ADVISORY COMMITTEES**

Members were invited to express their interest in joining a committee and to let Pierrette know which committee they would like to sit on.

**(g) ADVISORY COMMITTEE MEETING SCHEDULE**

As provided in the Board package.

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

Governor Carbonneau indicated Laurentian continues to discuss the Summer Externship program; we have not received a response to our letter yet.

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

Governor Walsh thanked the President and the college for their foresight in regards to the construction of the Haileybury residence, and commented on how well the building fits in the local landscape. The President was pleased to share the residence is at capacity with one person on the waiting list.

**(j) APPROVAL OF 2016-2017 BOARD OF GOVERNORS WORK PLAN**

Moved by: D. Rizzuto

Seconded by: J. Carbonneau

THAT the Board of Governors approve the 2016-2017 Board of Governors Work Plan, as amended.

Motion

84-09-16

Carried

**(k) FUTURE AGENDA ITEMS**

Noted.

**(I) NEXT MEETING**

Board Meeting: Tuesday, November 8, 2016  
Haileybury Campus  
11:30 a.m. Tour of Haileybury Campus  
12:30 p.m. Lunch provided  
1:00 p.m. – Board Meeting

**9. INFORMATION REPORT**

As provided in the Board package.

**10. PROPOSED MOTIONS**

As recorded in the minutes.

Moved by: G. Pirie	Motion
Seconded by: L. Kozak	85-09-16
THAT the Board move into Committee of the Whole, time noted at 11:30 a.m.	
	Carried

P. Fortier,  
Executive Assistant to the Board