



NORTHERN COLLEGE

BOARD OF GOVERNORS MEETING NO. 441

GENERAL SESSION

Friday, March 8, 2019
9:15 a.m.

Moosonee Room R105
Timmins Boardroom A106

PRESENT:

Board:

G. Pirie (Chair)
D. Walsh (First Vice-Chair)
D. Rizzuto (Second Vice-Chair)
C. Stringer (Governor At Large)
F. Gibbons (President)
J. Carbonneau
M. Dumas
E. Poulin
P. McConnell
J. Molyneaux
G. Waghorn
B. Allan

Staff:

P. Fortier, Executive Assistant, Office of the President and Board of Governors
A. Penner, V.P. Academic & Student Success
C. McEachern, Executive Director, Student Services, Institutional Research & Registrar
C. Heavens, Executive Director, Community, Business Development and Employment Services

Regrets:

L. Kozak
C. Ellis
R. Desgagnes
D. Larkman

Guest:

T. Wilson, Manager of Indigenous Services & Initiatives

1. OPENING PROCEDURES

(a) CALL TO ORDER

Chair Pirie called the meeting to order at 9:20 a.m.

(b) CHAIR'S REMARKS

Chair Pirie welcomed everyone to the meeting. A Traditional Territory Acknowledgement was shared.

2. AGENDA

(a) MODIFICATIONS/ADDITIONS/DELETIONS

Item 6(n) Approval for Roofing Contracts was added to the agenda.

(b) ADOPTION

Moved by: M. Dumas

Motion

Seconded by: B. Allan

20-03-19

THAT the agenda for the Meeting No. 441 of the Board of Governors of Northern College of Applied Arts & Technology dated March 8, 2019 be adopted as amended.

Carried

3. CONFLICT OF INTEREST – DECLARATIONS

The Chair called for disclosures of actual, potential, or perceived conflict of interest. Governor Jeff Molyneaux declared a conflict with item 6(g) Annual Report from Materials Joining Innovation Centre.

4. COMMENTS/PRESENTATIONS

(a) President Gibbons informed the Board that community dignitaries invited to the General Session were unable to attend the meeting; however, we have guests joining us for lunch.

(b) Draft Indigenous Services & Initiatives Strategic Plan

Ms. Trudy Wilson, Manager of Indigenous Services and Initiatives joined the Board to speak about her work over the last few months, leading to the preparation of a draft strategic plan. She has also worked with a quality assurance document entitled “Building a Strong Fire” and met with Student Advisors, Deans and Campus Managers to hear from them and assess how the college measures up against a number of quality standards. Ms. Wilson will be inviting additional staff and students and consulting with external participants with a view to refining the plan. The Board engaged in discussions with Ms. Wilson about some of the barriers to student success that they learned about yesterday, and how the college can meet the needs of our Indigenous learners and communities. The Board commended Ms. Wilson on a really great document and indicated they are excited to see what the final document will look like once greater consultations have taken place. Members were encouraged to forward additional feedback via Pierrette.

(c) Hanover Research: Non-Direct Entry Study Findings

V.P. Audrey Penner presented findings from a research study completed by Hanover Research on non-direct entrants. The presentation is saved in the Board Presentation folder on the portal.

5. STANDING ITEMS

(a) APPROVAL OF GENERAL SESSION MINUTES NO. 440

(Meeting Held January 23, 2019)

| | |
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| Moved by: D. Rizzuto | Motion |
| Seconded by: P. McConnell | 21-03-19 |
| THAT the minutes of Meeting No. 440 held January 23, 2019 be adopted as presented. | |
| | Carried |

Motions from the Committee of the Whole minutes of Meeting No. 440, dated January 23, 2019 follow.

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| <i>Moved by: C. Stringer</i> | <i>Motion</i> |
| <i>Seconded by: J. Molyneaux</i> | <i>12-01-19</i> |
| <i>THAT the Committee of the Whole Agenda No. 440 dated January 23, 2019 be adopted as amended.</i> | |
| | <i>Carried</i> |

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| <i>Moved by: D. Walsh</i> | <i>Motion</i> |
| <i>Seconded by: C. Ellis</i> | <i>13-01-19</i> |
| <i>THAT the Committee of the Whole Minutes No. 439 dated November 13, 2018 be approved as presented;</i> | |
| <i>AND THAT motions 93-11-18 to 98-11-18 be recorded in the General Session of the minutes.</i> | |
| | <i>Carried</i> |

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| <i>Moved by: D. Rizzuto</i> | <i>Motion</i> |
| <i>Seconded by: C. Stringer</i> | <i>14-01-19</i> |
| <i>THAT the Board of Governors receive the minutes of the Board Executive Committee meeting held November 1 and November 30, 2018 and Policy Review Committee minutes dated November 2, 2018.</i> | |
| | <i>Carried</i> |

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| <i>Moved by: C. Ellis</i> | <i>Motion</i> |
| <i>Seconded by: C. Stringer</i> | <i>15-01-19</i> |
| <i>THAT the meeting be adjourned.</i> | |
| | <i>Carried</i> |

(b) FINANCE REPORT

Mr. Mitch Dumas, Controller, presented the finance report for the period ended January 31, 2019 and reviewed changes in the statement of operations, resulting in a projected surplus of \$9.9M at January 31st.

(c) QUARTERLY INVESTMENT REPORT AS AT DECEMBER 31, 2018

Mr. Dumas presented the quarterly investment report explaining that by end of January the decline in the portfolio had been reversed and the portfolio had improved during February. We continue to monitor the portfolio and the March 31st quarterly report will be presented at the June Board meeting.

6. NEW BUSINESS

(a) APPROVAL FOR BUDGET EXPENDITURES

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| Moved by: D. Walsh | Motion |
| Seconded by: D. Rizzuto | 22-03-19 |
| THAT the Board of Governors approve continued operating expenditures, in a fiscally responsible manner, from April 1, 2019 to May 15, 2019, not to exceed total expenditures of \$7 million. | |
| | Carried |

(b) VERBAL UPDATE ON 2019-2020 BUDGET

The President provided context around work completed to develop next fiscal year's budget. While we continue to pursue growth opportunities in revenue, these also bring expenditures and we have also made strategic investments in additional staffing. Our 2019-2020 budget will reflect a projected surplus and will be presented for approval at the May Board meeting.

(c) APPROVAL FOR INTERNATIONAL STUDENT TUITION FEES

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| Moved by: J. Molyneaux | Motion |
| Seconded by: J. Carbonneau | 23-03-19 |
| THAT the Board of Governors approve the proposed increase to International Tuition Fees for 2019/20, as presented. | |
| | Carried |

(d) APPROVAL FOR ANCILLARY FEES

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| Moved by: B. Allan | Motion |
| Seconded by: G. Waghorn | 24-03-19 |
| THAT the Board of Governors approves the proposed changes to the 2019-20 Ancillary Fees, as presented and permits such changes to the approved fees as are specifically required by MTCU; | |
| AND THAT the Board of Governors permits a change to the International Health Insurance Fee at the earliest opportunity amounting to no more than a 30% increase. | |
| | Carried |

(e) APPROVAL FOR BOARD POLICIES

President Gibbons presented proposed policy changes, as recommended by the Policy Review Committee.

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| Moved by: E. Poulin | Motion |
| Seconded by: D. Walsh | 25-03-19 |
| THAT the Board of Governors approve the following policies, as revised: | |
| A-7 Our Communities | |
| A-8 Our Staff | |
| D-5 Signing Authority | |
| D-6 Naming of Facilities | |
| | Carried |

(f) RECOMMENDATIONS FROM BOARD ADHOC COMMITTEE

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| Moved by: J. Molyneaux | Motion |
| Seconded by: D. Rizzuto | 26-03-19 |
| THAT the Board of Governors approve changes to the Board Statement of Purpose and college commitments as presented; | |
| AND THAT the Board of Governors approve the draft Indigenous Statement of Commitment in principle, subject to review and approval by the Northern College Indigenous Council on Education. | |
| | Carried |

(g) ANNUAL REPORT FROM MATERIALS JOINING INNOVATION CENTRE

Governor Jeff Molyneaux, CEO for the Materials Joining Innovation Centre, presented the annual report as provided in the Board package. Having declared a conflict, he abstained from voting on the motion.

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| Moved by: D. Rizzuto | Motion |
| Seconded by: P. McConnell | 27-03-19 |
| THAT the Board of Governors receive the 2018 Materials Joining Innovation Centre Annual Report. | |
| | Carried |

(h) MARCH 2019 PERFORMANCE DASHBOARD

President Gibbons presented the dashboard with metrics on enrolment, student measures and financial measures. There were no questions from the Board.

(i) 2019 GRADUATION AND AWARDS CEREMONIES

Chair Pirie invited the members to review the schedule of graduations and awards ceremonies. Governors were asked to inform Pierrette which event they are available to attend.

(j) APPROVAL FOR INSURANCE PREMIUM PAYMENT

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| Moved by: C. Stringer | Motion |
| Seconded by: M. Dumas | 28-03-19 |
| THAT the Board of Governors approve an insurance premium payment to Aon Reed Stenhouse Inc. for a maximum payment of \$200,000 + HST to bind the policies for insurance coverage of Northern College, beginning April 1, 2019. | |
| | Carried |

(k) BOARD OF GOVERNORS ENTRANCE SCHOLARSHIPS

President Gibbons shared the college has contributed additional funds to the scholarship fund, which now permits us to increase Board of Governors entrance bursaries to two, \$1,000 bursaries (from one \$500 bursary) per high school effective this June.

New entrance bursaries have also been created recently for domestic students enrolling in a first-year postsecondary program. These students are eligible to receive a \$1,000 bursary and, if they confirm by April 15th, they could receive an additional \$500, for a total of \$1500. Returning students are not eligible to receive these bursaries.

(l) UPDATE ON STUDENT GOVERNOR RECRUITMENT PROCESS

This year's recruitment process resulted in increased interest from students with nominees from Timmins, Kirkland Lake and Haileybury. The selection process has been undertaken by the Student Association to select one representative, for appointment by the Board at our June meeting.

(m) KIRKLAND LAKE COMMUNITY COMMITTEE – MAYOR PRESENTATION

President Gibbons apprised the Board about discussions we have had with the Mayor of Kirkland Lake about a Community Campus Committee he is creating. The Mayor has invited us to work collaboratively with the group whose aim is to help increase enrolment at the campus and provide support and retain students in the community. Mayor Pat Kiely has requested to make a presentation to the Board at our May meeting in Kirkland Lake.

(n) APPROVAL FOR ROOFING CONTRACTS

Further to the presentation by Mr. Lefebvre on proposed capital projects, and confirmation that two tenders have closed, a recommendation to approve contractors for each project is being presented.

Moved by: D. Rizzuto

Motion

Seconded by: E. Poulin

29-03-19

THAT the Board of Governors approve Blanchfield Roofing Co. Ltd. as contractor for the Haileybury Campus roofing project, with a contract value of \$617,000 plus HST;
AND

THAT the Board of Governors approve Design Roofing as contractor for the Moosonee Roofing project with a contract value of \$565,000 plus HST.

Carried

7. ROUTINE ITEMS

(a) CORRESPONDENCE

Noted.

(b) NORTHERN COLLEGE INDIGENOUS COUNCIL ON EDUCATION

This item was deferred.

(c) PRESIDENT'S REPORT

The President's Report is provided in the Board package.

(d) EXECUTIVE TEAM REPORTS AND BUSINESS PLAN PROGRESS

The President confirmed that at this point in the fiscal year, the vast majority of initiatives have been accomplished.

(e) PROGRAM ADVISORY COMMITTEE APPOINTMENT

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| Moved by: D. Rizzuto | Motion |
| Seconded by: D. Walsh | 30-03-19 |
| THAT the Board of Governors approve the appointment of Mr. Brad Merritt to the Mining Engineering Technician Program Advisory Committee. | |
| | Carried |

(f) ADVISORY COMMITTEE MEETING SCHEDULE

As provided in the Board package.

(g) REPORTS FROM BOARD ADVISORY COMMITTEE REPRESENTATIVES

Noted.

(h) STUDENT GOVERNOR UPDATE

Deferred.

(i) BOARD MEMBER COMMUNITY-RELATED UPDATES

Noted.

(j) 2018-2019 BOARD OF GOVERNORS WORK PLAN

The Board Work Plan is provided in the Board package.

(k) 2018-2019 BOARD GOALS

As provided in the Board package.

(l) FUTURE AGENDA ITEMS

Noted.

(m) NEXT MEETING: Wednesday, May 15, 2019 – Kirkland Lake Campus
11:30 a.m. – Meet & Greet with Students & Staff
12:30 p.m. Lunch provided
1:00 p.m. General Session followed by Committee of the Whole

8. PRESENTATION OF GOOD GOVERNANCE CERTIFICATES

Chair Pirie presented Good Governance certificates to Governors Jeff Molyneaux and Eric Poulin. Certificates for Governors Cathy Ellis and Dorothy Larkman were also received and will be forwarded to them by mail.

9. INFORMATION REPORT

As provided in the Board package.

10. PROPOSED MOTIONS

As recorded in the minutes.

11. ADJOURNMENT

Moved by: D. Rizzuto
Seconded by: D. Walsh
THAT the meeting be adjourned.

Motion
31-03-19

Time noted at 11:35 a.m.

Carried

P. Fortier,
Executive Assistant to the Board