



NORTHERN COLLEGE

BOARD OF GOVERNORS MEETING NO. 442

GENERAL SESSION

Wednesday, May 15, 2019
1:00 p.m.

Kirkland Lake Boardroom A102
and Videoconference

PRESENT:

Board:

D. Walsh (First Vice-Chair)
D. Rizzuto (Second Vice-Chair)
C. Stringer (Governor at Large)
F. Gibbons (President)
J. Carbonneau
C. Ellis
G. Waghorn
B. Allan
E. Poulin
P. McConnell
M. Dumas
P. McConnell
R. Desgagnés
D. Larkman

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, Ex. Dir. Community, Business Dev. & Employment Services
D. Rossi, Ex. Dir. Community, Business Dev. & Employment Services

Guests:

Mayor Patrick Kiely, Town of Kirkland Lake and members of the KL-Northern College Community Campus Committee
Peter Sabourin, Student, Welding Engineering Technology
Jaret Dicks, Manager, Marketing, Communications, Student Recruitment & Alumni

Regrets:

L. Kozak
G. Pirie

1. OPENING PROCEDURES

(a) CALL TO ORDER

First Vice-Chair Doug Walsh called the meeting to order at 1:00 p.m.

(b) CHAIR’S REMARKS

The Chair welcomed everyone to the Kirkland Lake Campus. A Territory Acknowledgement was shared.

2. AGENDA

(a) MODIFICATIONS/ADDITIONS/DELETIONS

The agenda was amended as follows:

Item 7h addition: Annual Online Board Surveys

Item 7i addition: Approval of Contract – Laptop/Desktop Replacement

Item 8d deferred: no recommendations for appointment.

(b) ADOPTION

Moved by: C. Stringer

Motion

Seconded by: D. Rizzuto

32-05-19

THAT the agenda for the Meeting No. 442 of the Board of Governors of Northern College of Applied Arts & Technology dated May15, 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 Mitch Dumas declared conflicts with items 7a-Approval for the 2019-20 Business Plan and Budget as well as 7c-Appointment of Interim Treasurer.

4. PRESENTATIONS

(a) Mayor Pat Kiely, Town of KL

Mayor Kiely made a presentation on behalf of the Kirkland Lake-Northern College Community Campus Committee. Also joining him were Ms. Anna McPherson, Ms. Lorrie Irvine, Ms. Mandy Weeden, Mr. Ray Mallette, Ms. Rose-Lyne D’Aoust-Messier, Mr. Graham Payne and Mr. Sean O’Connor. Mayor Kiely recognized that the Town had not pursued any involvement with the college before; however, the new Council as well as the Campus Committee wishes to solidify a collaborative relationship to support the campus’ success. The Mayor outlined the committee’s vision and goals, and invited college management, staff, faculty and Board members to partner with the community committee on a working group. Discussion followed the presentation and the Campus Committee will inform the President of the next meeting date and location. The President will invite our Manager of Marketing and Communications to also attend the meeting where operationalizing the working group will further be discussed. Mayor Kiely thanked the Board for the opportunity to meet with them today and looks forward to rebuilding a relationship and moving on to future success. Chair Walsh and members of the Board thanked the Committee for the presentation and for their support. The PowerPoint presentation is saved on the Board Portal.

(b) Welding Engineering Technology Student Presentation

Mr. Peter Sabourin, student in our Welding Engineering Technology presented the Board with research he conducted on behalf of National Steel Car in Hamilton, where he completed a Co-Op placement. Mr. Sabourin developed his technical report on the Effectiveness of Shielding Gasses vs. Mill Scale as a way of giving back to the company. Mr. Sabourin also recently presented the report to the Canadian Welding Bureau Association. The Board commended Mr. Sabourin on his work and thanked him for the presentation. Mr. Sabourin looks forward to completing his program and the prospect of working for the company afterwards.

5. BUSINESS ARISING FROM PREVIOUS MEETING

(a) Attendance at 2019 Graduation and Awards Ceremonies

An updated chart confirming representation was provided in the Board package. The Chair thanked members for attending events to represent the Board and reminded representatives if they are unable to attend, to please inform the Board Office.

6. STANDING ITEMS

**(a) APPROVAL OF GENERAL SESSION MINUTES NO. 441
(Meeting Held March 8, 2019)**

Moved by: J. Carbonneau	Motion
Seconded by: J. Molyneaux	33-05-19
THAT the minutes of Meeting No. 441 held March 8, 2019 be adopted as presented.	
	Carried

Motions from the Committee of the Whole minutes of Meeting No. 441, dated March 8, 2019 follow.

<i>Moved by: D. Rizzuto</i>	<i>Motion</i>
<i>Seconded by: E. Poulin</i>	<i>16-03-19</i>
<i>THAT the Committee of the Whole Agenda No. 441 dated March 8, 2019 be adopted as presented.</i>	
	<i>Carried</i>

<i>Moved by: D. Walsh</i>	<i>Motion</i>
<i>Seconded by: D. Rizzuto</i>	<i>17-03-19</i>
<i>THAT the Committee of the Whole Minutes No. 440 dated January 23, 2019 be approved as presented;</i>	
<i>AND THAT motions 12-01-19 to 15-01-19 be recorded in the General Session of the minutes.</i>	
	<i>Carried</i>

<i>Moved by: D. Rizzuto</i>	<i>Motion</i>
<i>Seconded by: M. Dumas</i>	<i>18-03-19</i>
<i>THAT the Board of Governors receive minutes of Board Executive Committee meetings dated January 11, January 29, January 30, and February 12, 2019; Board Policy Review Committee minutes dated December 12, 2018; and Board Ad-Hoc Committee minutes dated December 14, 2018 and February 8, 2019.</i>	
	<i>Carried</i>
<i>Moved by: C. Stringer</i>	<i>Motion</i>
<i>Seconded by: J. Molyneaux</i>	<i>19-03-19</i>
<i>THAT the Board move into General Session.</i>	
	<i>Carried</i>

(b) FINANCE REPORT: VERBAL REPORT ON 2018-19 FISCAL

Mr. Mitch Dumas, Controller shared that March 31, 2019 results continue to be finalized as we develop the Audited Financial Statements. Our Auditors (KPMG) completed their on-site work on May 3rd and continue to work with us to prepare the audit reports. Mr. Dumas is confident we will be able to report a significant surplus for 2018-2019 and, at the June Annual General Meeting, he will provide a detailed analysis of changes in revenues and expenses resulting in this surplus.

7. NEW BUSINESS

(a) APPROVAL OF THE 2019-20 BUSINESS PLAN AND BUDGET

President Gibbons introduced the new Business Plan by highlighting that 13 initiatives have been carried over from 2018-19; spanning two years, these initiatives continue to be completed and will be achieved during the next period. An additional 32 new initiatives have been added for a total of 45 projects in this fourth plan, developed from the 2016-2020 Strategic Plan. This year's plan remains challenging, transformative and rooted in the mission of the college.

Ms. Christine Heavens enumerated initiatives that will move our Northern Experience Strategic Direction forward including a review of Quality Assurance (QA) recommendations, developing new graduate certificates, exploring a new Mental Health and Addictions diploma program and developing an ECE lab. We will also make improvements to Human Resources areas to find efficiencies while our Marketing and Communications department will be developing a communication plan and a strategic marketing plan. Finally, our Northern Experience initiatives will include expanding new partnerships thereby enhancing our ability to leverage the Northern Training Division's expertise.

Dr. Audrey Penner highlighted Signature Program initiatives including developing a conceptual plan for an expansion at the Haileybury Campus as well as establishing work-integrated learning support to expand experiential learning in academic program areas.

President Gibbons continued with the Accessibility Strategic Direction where the development of a first ever Academic Plan will define pedagogical and methodological approaches to prepare our staff and faculty. We also plan to evaluate emerging technology trends and invest in educational technology to anticipate and address future infrastructure and application needs. Additional strategic investments in staff will include a redesign of the faculty performance evaluation process.

The President is pleased to see more robust Indigenous Perspectives initiatives in this year's plan, supported by our new Indigenous Services & Initiatives Department. We will be continuing to grow our partnerships with Indigenous communities and explore hiring a dedicated Indigenous Recruiter. We are also looking into an Indigenous Services hub, centralizing Indigenous advising and support services to better serve our learners.

As requested by Governor Larkman, the President confirmed the Business Plan will be shared with the Indigenous Council prior to their next meeting.

In his capacity as Controller, Governor Mitch Dumas presented the projected 2019-2020 budget and highlighted changes in revenues and expenses compared to the previous fiscal year, resulting in a projected year-end surplus of \$6.4M. Given a declared conflict, Mr. Dumas abstained from voting on the motion.

Moved by: D. Rizzuto	Motion
Seconded by: G. Waghorn	34-05-19
WHEREAS the Board of Governors of the Northern College of Applied Arts and Technology has a duty to ensure that the College is operated in a fiscally sound manner; AND THAT the Board has reviewed and supports the operational outcomes in the 2019-2020 Business Plan;	
THEREFORE, be it resolved that the Board of Governors approves the 2019-2020 Business Plan and the 2019-2020 projected operating budget, as presented;	
AND FURTHER THAT the approved budget be submitted to the Ministry in the required College Financial Information System (CFIS) format and that the Business Plan be taken forward to the Ministry of Training, Colleges and Universities and posted to the college website, as required.	
	Carried

(b) APPOINTMENT OF OFFICERS

Governor Walsh explained that Officers of the Corporation are appointed each year. Except for the President, Officers are not Governors and need to be appointed. Their terms are effective September 1st of each year.

Moved by: C. Stringer	Motion
Seconded by: P. McConnell	35-05-19
THAT the following positions be appointed as officers of the corporation for 2019-20:	
President	
Executive Assistant to the Board/Secretary	
Vice President, Corporate Services / Treasurer	
Vice President, Academic and Student Success	
	Carried

(c) APPOINTMENT OF INTERIM TREASURER

Having declared a conflict, Governor Mitch Dumas abstained from participating in discussions and the vote.

Moved by: D. Rizzuto	Motion
Seconded by: B. Allan	36-05-19
THAT the Board of Governors appoint Mr. Mitch Dumas as Interim Treasurer, with attendant signing authority as assigned to the V.P. Corporate Services, effective May 15, 2019.	
	Carried

(d) ELECTION OF 2019-2020 BOARD EXECUTIVE

President Gibbons confirmed that the current slate of Board Executive members is willing to stand for re-election to their positions. All Board members may express their interest in any of the Executive positions and further to invitation, there were no additional expressions of interest from the floor. The current Board Executive was therefore acclaimed.

Moved by: G. Waghorn	Motion
Seconded by: C. Ellis	37-05-19
THAT the Board of Governors approve the appointment of:	
Chair – George Pirie	
First Vice-Chair – Doug Walsh	
Second Vice-Chair – Domenic Rizzuto	
Governor at Large – Carly Stringer	
to the Executive Committee of the Board, effective September 1, 2019 for a one-year period, by acclamation.	
	Carried

(e) WINTER 2019 STUDENT FEEDBACK SURVEY RESULTS

Dr. Audrey Penner was very pleased to share results of our Winter 2019 Student Feedback Survey. The online survey results were very positive with no result below our benchmark of 80%. Aggregate results are shared with Faculty and Deans, after the Academic year has concluded. Survey questions are reviewed every two years by the College's Quality Assurance Committee or sooner if program reviews require that the survey tool be adjusted. Results also assist in identifying any professional development needs for Faculty.

(f) STUDENT RECRUITMENT UPDATE

At our November Board meeting, Governor Molyneaux relayed a question from the Welding Technology Program Advisory Committee about the college's recruitment efforts to the program. Mr. Jaret Dicks, Manager of Marketing, Communications, Student Recruitment and Alumni joined the Board to present a report on recruitment activities over the past year, as provided in the Board package. Mr. Dicks also responded to questions and was pleased to point out an increase in enrolment in the Welding cluster of programs for September 2019. Mr. Cam McEachern also reported on the success of our scholarship incentives this spring which had an impact on earlier confirmations and helped us surpass last year's overall enrolment and narrow the gap in college enrolment levels from two years ago.

(g) HIGH SCHOOL ENROLMENT DATA

The President engaged the Board in discussion regarding data provided on the declining population in our region over the past number of years and its impact on our recruitment efforts. The Ontario College Application Service (OCAS) report highlights changes in course offerings in high schools and suggests they are applicable to a college education. The enrolment decline has not only impacted the college's domestic student enrolment but continues to present student recruitment challenges. A Kirkland Lake Campus Enrolment History report prepared by our college's Institutional Research department reflects that the majority of learners in KL are mature learners. Governor Larkman relayed specific thoughts from previous Indigenous Council discussions on how the Kirkland Lake Campus could meet needs of Indigenous learners, the majority of whom are mature learners. Changes in applicant markets continue to impact our recruitment tactics and will require a tailored strategy to ensure healthy enrolments and the right mix of programs.

(h) ANNUAL ONLINE BOARD SURVEYS

President Gibbons informed the Board that the survey period will be held earlier this year, between May 21 and June 14, 2019. Mr. Ron Furlong will be our survey provider again this year.

(i) APPROVAL FOR CONTRACT – LAPTOP/DESKTOP REPLACEMENT

As recommended by our Director of Technology and Learning Innovation, a buy-out of the college's Dell lease for laptop and desktop computers is being recommended. It was clarified that the college is looking at an ever greening policy; also, as a BYOD institution, fewer units will need to be replaced in the future.

Moved by: C. Stringer

Seconded by: D. Rizzuto

THAT the Board of Governors approve buying out the Dell lease at a cost of \$118,650.

Motion

38-05-19

Carried

8. ROUTINE ITEMS

(a) CORRESPONDENCE

No Board correspondence was received.

(b) NORTHERN COLLEGE INDIGENOUS COUNCIL ON EDUCATION

Governor Dorothy Larkman confirmed that NCICE met on May 10th and that a new NCICE Chair was elected. Effective September 1, 2019, the new Chair will replace Governor Larkman on the Board. Ms. Larkman expressed optimism about the Council's contributions to the area of Indigenous Services & Initiatives and she looks forward to contributing to additional Indigenous strategies as a continuing member of NCICE.

(c) PRESIDENT’S REPORT

The President’s Report is provided in the Board package. President Gibbons informed the Board about an invitation from the College Employer Council received today for nominations to the position of Chair of the CEC Board of Directors and to the Governors Review Committee. Two former Governors have participated as Chair of the CEC Board and on the Review Committee previously and expressed that this was a valuable experience. If any Board Member is interested in either position, please contact the President for more information; expressions of interest are due before end of May.

(d) PROGRAM ADVISORY COMMITTEE APPOINTMENTS

This item was deferred as there were no recommendations for appointment to PACs.

(e) ADVISORY COMMITTEE MEETING SCHEDULE

As provided in the Board package.

(f) REPORTS FROM BOARD ADVISORY COMMITTEE REPRESENTATIVES

Governor Molyneaux reported that the May 8th Welding Technology Program Advisory Committee meeting was very well attended with representatives from as far as Alberta and Montreal attending in Kirkland Lake. The meeting went well and good feedback was received.

(g) BOARD MEMBER COMMUNITY-RELATED UPDATES

Governor Waghorn informed members about critical shortages of skilled staff in Nursing, Practical Nursing, Personal Support Worker as well as other professions in Iroquois Falls, Matheson and Cochrane. She was encouraged to connect with Ms. Sarah Campbell, Dean of Health Sciences and Emergency Services as well as Employment Options staff to collaborate on staff recruitment initiatives.

Governor Walsh congratulated the college on receiving a Corporate Citizen Award from the Temiskaming Shores Chamber Commerce at their event last week. He also shared there may be opportunities for the college to collaborate with the City and that the college could anticipate being contacted.

(h) 2018-2019 BOARD OF GOVERNORS WORK PLAN

The Board Work Plan is provided in the Board package.

(i) 2018-2019 BOARD GOALS

All of the goals the Board set for itself have been achieved. Governor Rizzuto commented that our stakeholder engagement activities have been very beneficial and that he has enjoyed the “meet and greet” events with staff and students at all of our campuses.

(j) FUTURE AGENDA ITEMS

Noted.

- (k) NEXT MEETING:** Tuesday, June 11, 2019 – Timmins Campus
12:30 p.m. Lunch provided
1:00 p.m. General Session followed by Committee of the Whole

A reminder for upcoming Employee Recognition events was provided. Board representation is confirmed for events.

9. INFORMATION REPORT

As provided in the Board package.

10. PROPOSED MOTIONS

As recorded in the minutes.

11. MOVE TO COMMITTEE OF THE WHOLE

Moved by: J. Molyneaux	Motion
Seconded by: P. McConnell	39-05-19
THAT the Board move into Committee of the Whole, time noted at 3:40 p.m.	
	Carried

P. Fortier,
Executive Assistant to the Board