



NORTHERN COLLEGE

BOARD OF GOVERNORS MEETING NO. 443

ANNUAL GENERAL MEETING

Tuesday, June 11, 2019
1:00 p.m.

Timmins Campus
Videoconference

PRESENT:

Board:

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

Staff:

P. Fortier, Executive Assistant, Office of the President and Board of Governors
C. McEachern, Executive Director, Student Services, Institutional Research
and Registrar
D. Rossi, Executive Director, Community, Business Development
and Employment Services

Guest:

A. Klooster, Dean, Trades and Technology

Regrets:

D. Larkman

1. OPENING PROCEDURES

(a) CALL TO ORDER

Chair Pirie called the meeting to order at 12:56 p.m.

(b) CHAIR'S REMARKS

The Chair welcomed everyone to the Timmins Campus, noting this was our last meeting of the term. He thanked everyone for their work this term and wished everyone a safe summer. The Chair acknowledged the Indigenous territory on which we are meeting.

2. AGENDA

(a) MODIFICATIONS/ADDITIONS/DELETIONS

Item 5e (iv) Approval to Purchase 3D Printer was added to the agenda.

(b) ADOPTION

Moved by: D. Rizzuto	Motion
Seconded by: J. Carbonneau	46-06-19
THAT the agenda for the Meeting No. 443 of the Board of Governors of Northern College of Applied Arts & Technology dated June 11, 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 is in conflict with item 5a – Financial Statements and Governor Doug Walsh has a conflict with item 5c – Governor Appointments.

4. STANDING ITEMS

(a) APPROVAL OF GENERAL SESSION MINUTES NO. 442 (Meeting held May 15, 2019)

Moved by: D. Walsh	Motion
Seconded by: P. McConnell	47-06-19
THAT the minutes of Meeting No. 442 dated May 15, 2019 be adopted as presented.	
	Carried

Motions from the Committee of the Whole minutes of Meeting No. 442, dated May 15, 2019 follow.

<i>Moved by: D. Rizzuto</i>	<i>Motion</i>
<i>Seconded by: C. Ellis</i>	<i>40-05-19</i>
<i>THAT the Committee of the Whole Agenda No. 442 dated May 15, 2019 be adopted as presented.</i>	
	<i>Carried</i>

<i>Moved by: E. Poulin</i>	<i>Motion</i>
<i>Seconded by: P. McConnell</i>	<i>41-05-19</i>
<i>THAT the Committee of the Whole Minutes No. 441 dated March 8, 2019 be approved as presented;</i>	
<i>AND THAT motions 16-03-19 to 19-03-19 be recorded in the General Session of the minutes.</i>	
	<i>Carried</i>

Moved by: C. Stringer *Motion*
Seconded by: J. Molyneaux *42-05-19*
THAT the Board of Governors receive minutes of the Board Executive Committee
meeting dated February 21, 2019 and Board Survey Review Sub-Committee minutes
dated April 8, 2019. *Carried*

Moved by: B. Allan *Motion*
Seconded by: C. Ellis *43-05-19*
THAT the Board of Governors has received the 2019 Employee Climate Survey Report.
Carried

Moved by: D. Rizzuto *Motion*
Seconded by: P. McConnell *44-05-19*
THAT the Board of Governors approve holding the 2019 Annual Board Planning Retreat
at the Haileybury Campus / Presidents' Suites and that the proposed retreat program be
finalized. *Carried*

Moved by: D. Rizzuto *Motion*
Seconded by: E. Poulin *45-05-19*
THAT the meeting be adjourned.
Carried

(b) FINANCE REPORT FOR THE PERIOD ENDED MAY 31, 2019

Mr. Mitch Dumas, Controller, presented the finance report for the period ended May 31st reviewing changes in the statement of operations bringing the projected surplus up by \$82K to \$6.57M.

5. NEW BUSINESS

(a) APPROVAL OF 2018-2019 DRAFT AUDITED FINANCIAL STATEMENTS

Mr. Dumas, presented the draft audited financial statements, noting the Independent Auditor's unqualified opinion which indicates we have accounted for all the transactions of the college within our limits of materiality, in accordance with appropriate accounting standards. Mr. Dumas then presented the Statement of Financial Position and the Statement of Operations, reviewing in detail various changes during the fiscal period, resulting in a year-end surplus of \$9M. Mr. Dumas also indicated that funds have been allocated to restricted accounts for a number of capital projects over the upcoming fiscal year. On behalf of the Board, Chair George Pirie congratulated college administration and staff on their work and the successful results.

Moved by: D. Rizzuto *48-06-19*
Seconded by: P. McConnell
THAT the Board of Governors approve the 2018-2019 Audited Financial Statements for
presentation to the Ministry of Training, Colleges and Universities.
Carried

(b) APPROVAL OF 2018-2019 DRAFT ANNUAL REPORT

President Gibbons introduced the Annual Report noting two major accomplishments this past year, including the completion of the Integrated Emergency Services Complex as well as the successful Program Quality Assurance Audit. While domestic enrolment declined last September, the college successfully managed a precipitous increase in international enrolment and Dr. Gibbons commended Mr. Cam McEachern for his role and leadership in ensuring a smooth transition. The President also noted a realignment and increased staffing within the Northern Training Division, that will benefit business and industry in Kirkland Lake and beyond. President Gibbons invited Mr. McEachern and Mr. David Rossi to present other Annual Report achievements in each of the Signature Programs, Indigenous Perspectives, Accessibility and Northern Experience strategic directions. In closing, Dr. Gibbons mentioned the importance of Accessibility as a strategic direction, to remove barriers for learners to access postsecondary education and the need to continue to focus on international and expand recruitment efforts into other countries. The President explained that activity in China has evolved with eight strong joint program partners; the addition of direct-entry partnerships; and new partnerships focusing on English for Academic Purposes programs.

Moved by: J. Molyneaux

Motion

Seconded by: C. Stringer

49-06-19

THAT the Board of Governors approve the 2018-2019 College Annual Report; that this document be taken forward to the Ministry of Training, Colleges and Universities; and that it be posted to the college website, as required.

Carried

(c) GOVERNOR APPOINTMENTS

Being in conflict, Governor Doug Walsh did not participate in the vote.

Moved by: D. Rizzuto

Motion

Seconded by: B. Allan

50-06-19

THAT the Board of Governors of Northern College approve the following appointments, effective September 1, 2019:

THE reappointment of Mr. Doug Walsh to the Board of Governors for a second 3-year term;

THE appointment of Ms. Lillian Trapper and Mr. Mike Metatawabin for a 3-year term;

THE appointment of Ms. Mahi Fahimian for a 2-year term;

and

THE appointment of Ms. Sarah le Roux as the Student Representative, for a 1-year term.

Carried

(d) APPROVAL FOR BOARD POLICIES

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

Moved by: E. Poulin	Motion
Seconded by: L. Kozak	51-06-19
THAT the Board of Governors approve the following policies, as revised:	
A-6 Student Success	
B-03 Relationships with Indigenous Peoples and Communities	
B-13 Presentations to the Board	
B-21 Investment Policy	
D-16 Risk Management	
	Carried

(e) PROGRAM APPROVALS

i. Indigenous Pathway to Health Sciences Certificate

Mr. David Rossi described the new program, developed in response to an expressed need from our partners in the Mushkegowuk territory. Through unique delivery, the program will help address barriers to accessing postsecondary education in health sciences and start to build capacity for health services.

Moved by: L. Kozak	Motion
Seconded by: P. McConnell	52-06-19
THAT the Board of Governors approve the Northern College Indigenous Pathway to Health Sciences Certificate.	
	Carried

ii. Advanced Manufacturing and Automation

iii. Energy Systems and Applied Fluid Mechanics

Mr. Aaron Klooster, Dean of Trades and Technology, joined the Board to present two new graduate certificate programs being introduced in response to emerging market needs. The Advanced Manufacturing and Automation program will build on skills and knowledge previously acquired by students with a postsecondary degree or diploma from mechanical and allied sciences programs, and take a project-based approach to instruction in the methods being employed in the design and operation of the factory of the future.

Similarly, the Energy Systems and Applied Fluid program will attract diploma- or degree-holding students, to address an industry need for technical staff with experience and theoretical knowledge in the design of industrial systems that can withstand the harsh extremes of temperature common to northern climates. Both programs will be offered at the Timmins Campus to start.

Moved by: D. Walsh
Seconded by: G. Waghorn
THAT the Board of Governors approve the Advanced Manufacturing and Automation – Ontario College Graduate Certificate and the Energy Systems and Applied Fluid Mechanics – Ontario College Graduate Certificate for submission to Credential Validation Services and to the Ministry of Training, Colleges and Universities.
Carried

iv. Approval to Purchase 3D Printer

Mr. Klooster presented a request for approval to purchase a 3D printer and elaborated on its capabilities and the benefits it will bring to our research and technology programs.

Moved by: B. Allan
Seconded by: C. Ellis
THAT the Board of Governors approve the purchase of the 3D printer from Javalin Tech, for a total cost of \$158,397.75.
Carried

(f) REVISED PROGRAM ADVISORY TERMS OF REFERENCE

One of the recommendations made at our 2016 Program Advisory Committee (PAC) was for periodic reviews of the Terms of Reference to keep current with needs and PAC activities. Dr. Audrey Penner and Governor Lois Kozak collaborated on this review and a revised document was presented for approval.

Moved by: C. Stringer
Seconded by: J. Molyneaux
THAT the Board of Governors approve changes to the Program Advisory Committee Terms of Reference, as presented.
Carried

(g) COLLEGE LEGAL REPRESENTATION

Approval for legal representation in the area of labour relations is requested on an annual basis. In consideration of their extensive familiarity and experience with colleges, Hicks Morley is once again being recommended.

Moved by: B. Allan
Seconded by: D. Rizzuto
THAT the Board of Governors approve the appointment of Hicks Morley for labour relations and arbitration, for one year effective September 1, 2019 to August 31, 2020.
Carried

(h) MONITORING REPORTS

President Gibbons presented annual reports, as required by the Board's Monitoring System:

- (i) Partnerships and Collaborative Initiatives
- (ii) Compliance Report: Policy D-4 Program Advisory Committees
- (iii) Compliance Report: Executive Limitations Policies
- (iv) College Signing Authority
- (v) College Investment Report

Dr. Gibbons also informed the Board about changes to the Broader Public Sector procurement process requiring that purchases over \$25K go through a centralized purchasing process, which will likely impact local purchasing ability. Mr. Dumas our Controller and Mr. Harrington, College Purchaser, are looking into the details of this new requirement. Once we have a better understanding of the process and its impact, this matter may be brought back to the Board for advocacy.

Moved by: G. Waghorn

Motion

Seconded by: D. Rizzuto

57-06-19

THAT the Board of Governors has received Executive Limitations Compliance and Monitoring Reports, as required.

Carried

(i) REPORT ON STUDENT VOICES ON SEXUAL VIOLENCE SURVEY

Mr. Cam McEachern informed the Board about the provincial survey, conducted last fall and its findings released this winter. Though these province-wide results are concerning, Northern College results indicate our student population is relatively well informed; however, there is room for improvement. To this end, a campus committee is being developed that will be responsive and will communicate throughout the college community what kind of expectations are ideal and what resources are available—establishing committees is an expectation of the government. The committee will consist primarily of Campus Managers, staff and at least one student member, and will be in place by September. Governor Stringer inquired whether results were broken down by gender and they are not. We can surmise the purpose of this first survey was to draw the matter to all postsecondary institutions' attention and communicate there has to be a change. The ministry will be developing a template for annual reports on sexual violence.

(j) STRATEGIC ENROLMENT MANAGEMENT

Mr. McEachern elaborated on a strategic approach to positioning ourselves in the market by developing a value proposition – a statement that identifies what makes us distinct, in a compelling way, from our peers. This new element is being developed and will be included in our revised Strategic Enrolment Management (SEM) plan. Through consultation with internal groups at all campuses, we have developed a set of statements that focus on three areas: programming, learning experience and student life. An external survey of over 2000 community contacts was conducted recently and feedback aligns with our internal findings. Our challenge now is to combine and refine these themes into a succinct statement that would serve as our “brand promise.” Work will continue over the summer with a goal to include a statement in the new SEM plan that will be shared with the Board in the fall. Mr. McEachern thanked the Board for their passion and commitment to this process.

(k) NORTHERN COLLEGE PERFORMANCE DASHBOARD – JUNE 2019

Mr. McEachern presented the June 2019 performance dashboard reporting on student measures and financial measures. He was pleased to point out that our increase in student confirmations of 12.5% over last year is the highest in the province.

(l) DRAFT 2019-2020 BOARD MEETING SCHEDULE

Chair Pirie inquired whether there were comments or concerns about the proposed meeting schedule and none were expressed.

Moved by: P. McConnell	Motion
Seconded by: D. Walsh	58-06-19
THAT the Board of Governors approve the 2019-2020 Board meeting schedule as presented.	Carried

(m) 2019 SUMMER RECESS

President Gibbons notified the Board that some items will require approval from the Executive, on the Board's behalf, during the summer recess, such as tenders for capital projects.

Moved by: B. Allan	Motion
Seconded by: J. Molyneaux	59-06-19
THAT the Board of Governors declare a summer recess for the months of July and August 2019;	
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

6. ROUTINE ITEMS

(a) CORRESPONDENCE

Noted.

(b) NORTHERN COLLEGE INDIGENOUS COUNCIL ON EDUCATION

The President informed the Board that Ms. Lillian Trapper is the newly elected Chair of the Northern College Education Council on Education, replacing Governor Dorothy Larkman, as of September 1st. In this capacity, Ms. Trapper was appointed to the Board earlier today and we look forward to Ms. Trapper joining us in September.

(c) PRESIDENT’S REPORT

The President’s Report is provided in the Board package. President Gibbons provided a reminder to members about completing the annual online Board surveys, which are running until this Friday. A majority of members has already completed both surveys.

(d) ADVISORY COMMITTEE MEETING SCHEDULE

As provided in the Board package.

(e) REPORTS FROM BOARD ADVISORY COMMITTEE REPRESENTATIVES

There were no reports to be shared.

(f) BOARD MEMBER COMMUNITY-RELATED UPDATES

Chair Pirie shared that his participation at college graduations in Kirkland Lake and Haileybury provided a tremendous experience. He stated if ever there was a reason to be involved with the college, it is through the graduation ceremonies which he found to be a celebration of graduates’ achievements with their family. Both graduations proved to be two very good days.

(g) 2018-2019 BOARD OF GOVERNORS WORK PLAN

As provided in the Board package.

(h) 2018-2019 BOARD GOALS

As provided in the Board package, the Board has met its 2018-19 goals.

(i) FUTURE AGENDA ITEMS

Noted.

(j) NEXT MEETING:

Thursday, September 12 – All-day Board Planning Retreat
starts at 10am at the Haileybury Campus

Friday, September 13 – Board of Governors Meeting
8:30 a.m. Haileybury Campus Boardroom
9:00 a.m. General Session, followed by Committee of the Whole
Lunch provided after the meeting

7. INFORMATION REPORT

As provided in the Board package.

8. PROPOSED MOTIONS

As recorded in the minutes.

9. MOVE TO COMMITTEE OF THE WHOLE

Moved by: D. Rizzuto

Seconded by: J. Molyneaux

THAT the Board of Governors move into Committee of the Whole.

Motion

60-06-19

Carried

Time noted at 3:02 p.m.

P. Fortier,
Executive Assistant to the Board