



# **NORTHERN COLLEGE**

## **BOARD OF GOVERNORS MEETING NO. 456**

Friday, September 17, 2021  
9:00 a.m.

Kirkland Lake Campus  
and Videoconference

### **PRESENT:**

#### **Board:**

D. Walsh, Chair  
C. Stringer, First Vice-Chair  
J. Molyneaux, Second Vice-Chair  
C. Reasbeck, Governor-at-Large  
A. Penner, President  
C. Ellis  
A. McCormack-Andia  
J. Harrington  
H. Studholme  
E. Poulin  
P. Hamilton

#### **Guests:**

K. Wojtus, Governor  
F. Nickner, Chief Information Officer & Director of Information Technology  
N. Gingras, Development Officer, External Relations

#### **Staff:**

D. Nankervis, Executive Assistant, Office of the President and Board of Governors  
A. Klooster, V.P. Academic & Student Success  
M. Dumas, V.P. Corporate Services  
C. McEachern, Ex. Director, Student Services, Institutional Research & Registrar  
C. Heavens, Ex. Director, Community, Business Dev. & Employment Services  
S. Hunter, Director, Marketing, Communications and External Relations

#### **Regrets:**

M. Metatawabin  
L. Innes  
R. Mathews  
A. Robichaud  
L. Trapper

### **1. CALL TO ORDER**

#### **1.1 Remarks from the Chair**

Chair Doug Walsh, called the meeting to order and welcomed everyone.  
The Chair welcomed new governors Aiko McCormack-Andia, Eric Poulin, Patricia Hamilton, and Ken Wojtus. Mr. Wojtus will participate as a guest pending LGIC approval.

President Penner welcomed Frédéric Nickner, Northern College's new Chief Information Officer & Director of Information Technology effective October 1, 2021.

### **1.2 Acknowledgment of Territory**

The Chair acknowledged the lands of the Ojibway, Cree, Algonquin and Metis Peoples that our campuses occupy. The First Nation communities now located on these lands include Beaverhouse, Flying Post, Wahgoshig, Taykwa Tagamou, Mattagami, Matachewan, Temagami, Timiskaming, Moose Cree, Fort Albany, Kashechewan, Attawapiskat and Weenusk.

## **2. DECLARATION OF CONFLICT OF INTEREST**

Chair Walsh called for disclosures of actual, potential, or perceived conflict of interest. Governor John Harrington declared a conflict with item 5.12 – Kirkland Lake Air Handler Upgrades Contractor and Governor Eric Poulin declared a conflict with item 5.10 - Approval for External Auditor Extension.

## **3. AGENDA**

Items 5.14 – November 9 Board of Governors Meeting and 5.15 Attendance at Higher Education Summit were added to the agenda.

Moved by:	C. Stringer	Motion
Seconded by:	J. Molyneaux	56-09-21
THAT the agenda for Meeting No. 456 of the Board of Governors of Northern College of Applied Arts & Technology dated September 17, 2021 be adopted as amended.		Carried

## **4. CONSENT AGENDA**

The Chair asked if any governor wished to comment on or remove any items from the Consent Agenda. There were no comments or requests to remove items.

- 4.1 Receive Board Committee Minutes
- 4.2 Program Advisory Appointment
- 4.3 Program Advisory Meeting Schedule
- 4.4 Correspondence and Information Report

Moved by:	C. Ellis	Motion
Seconded by:	J. Harrington	57-09-21
THAT the Board of Governors approve Consent Agenda items, including all applicable motions.		

### **4.1 Receive Board Committee Minutes**

THAT the Board of Governors receive Committee Minutes.	Carried.
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## **5. DISCUSSION ITEMS**

### **5.1 Approval of Minutes of Meeting #455 held June 8, 2021**

Moved by: H. Studholme Motion  
Seconded by: J. Molyneaux 58-09-21  
THAT the Board of Governors approve minutes of meeting #455 held June 8, 2021  
as presented. Carried

### **5.2 Reaffirmation of Northern College Vision and Mission**

Moved by: E. Poulin Motion  
Seconded by: H. Studholme 59-09-21  
THAT the Board of Governors approve the Northern College Vision and Mission as  
presented. Carried

### **5.3 Approval for Board of Governors' Statement of Purpose**

Moved by: J. Molyneaux Motion  
Seconded by: J. Harrington 60-09-21  
THAT the Board of Governors' Statement of Purpose be approved as presented. Carried

### **5.4 Approval for Delegation of Duties to the Board Executive Committee**

Moved by: C. Stringer Motion  
Seconded by: C. Ellis 61-09-21  
THAT the Board of Governors approve delegation of duties to the Executive Committee as  
presented. Carried

### **5.5 Approval of Board Goals**

Board goals were presented for approval.

The following goals were approved:

1. Use EDI Board inventory to define nominations for external vacancies.
2. Create a Board of Governor yearly refresher training manual.

An Ad-hoc Committee was struck to conduct a more in-depth review of the third goal and educational topics. Members will include Governors P. Hamilton and J. Harrington, President Penner, and Exec. Director C. McEachern. Recommendations will be presented at the November Board meeting.

Moved by: A. Penner Motion  
Seconded by: J. Harrington 62-09-21  
THAT the Board of Governors approve 2021-2022 Board Goals as presented. Carried

### **5.6 Approval for 2021-2022 Board of Governors' Work Plan**

President Penner reviewed proposed modifications to the work plan.

Moved by:	C. Stringer	Motion
Seconded by:	H. Studholme	63-09-21
THAT the Board of Governors approve the 2021-2022 Work Plan as revised.		Carried

### **5.7 Appointment of Members to Standing Committees**

President Penner invited members to express interest in joining a Board Standing Committee.

Moved by:	C. Ellis	Motion
Seconded by:	C. Stringer	64-09-21
THAT the Board of Governors appoint Board members to Standing Committees as follows:		

Board Policy Review Committee:

D. Walsh, A. Penner, H. Studholme, J. Harrington, C. Reasbeck

Board Vacancy Nominating Committee:

D. Walsh, A. Penner, J. Molyneaux, C. Stringer, E. Poulin

Board Goals Ad-hoc Committee:

A. Penner, P. Hamilton, J. Harrington

Carried.

President Penner will extend an invitation to Governors who were unable to join today, to join a committee.

### **5.8 Approval of Micro Credential Strategy**

President Penner introduced the concept of Micro Credentials as well as direction from the Ministry.

V.P. Klooster added, there are no associated costs as this is what we are doing already: developing short-term skills training in response to industry needs; now we are tying the credential directly to post-secondary.

Moved by:	P. Hamilton	Motion
Seconded by:	E. Poulin	65-09-21
THAT the Board of Governors grant authority to the Office of the Vice President Academic and Student Success to utilize appropriate related Quality Assurance oversight mechanisms, to approve existing and future micro-credentials for deployment.		

### **5.9 Program Approval: Electrical Techniques-Apprenticeship Ontario College Certificate**

V.P. Klooster introduced a proposed Electrical Techniques-Apprenticeship Ontario college certificate proposal. The Board will see a lot of these over the next year as the Ministry moves to link apprenticeship to post-secondary for future growth.

Moved by:	J. Molyneaux	Motion
Seconded by:	H. Studholme	66-09-21
THAT the Board of Governors approve the Electrical Techniques-Apprenticeship Ontario College Certificate program proposal for submission to the Ontario Colleges Quality Assurance Service Credential Validation Services for program approval.		
Carried		

### **5.10 Approval for External Auditor Extension**

V.P. Dumas requested approval for a 1-year extension, per the terms of our existing contract with our auditors, KPMG. With their experience of working with post-secondary institutions, KPMG continues to provide the college with effective audit services at a reasonable rate. Their high level of experience is key to a seamless audit year after year.

Having declared a conflict, Governor Poulin abstained from voting on this motion.

Moved by:	C. Ellis	Motion
Seconded by:	A. Penner	67-09-21
THAT the Board of Governors appoint KPMG as provider of Audit Services, for a one-year period starting October 1, 2021 and ending September 30, 2022.		
Carried		

### **5.11 Annual Report on Joint Health & Safety / Joint Health & Safety Policy Statement**

V.P. Dumas presented the annual report, pointing out that last year, bullet point #5 pandemic outbreak was added to the policy statement. We see a trend of incidences decreasing, however, for fiscal 2022, we will watch for an increase with more people back on site. A revision to the Chair's signature line is required on the policy statement.

Moved by:	J. Harrington	Motion
Seconded by:	J. Molyneaux	68-09-21
THAT the Board of Governors receive the 2021 report of the Joint Health and Safety Committee and that the revised Occupational Health and Safety Policy Statement be approved.		
Carried		

### **5.12 Approval of Kirkland Lake Air Handler Louvers Upgrades Contractor**

V.P. Dumas presented the report.

Having declared a conflict, Governor Harrington abstained from voting on this motion.

Moved by:	E. Poulin	Motion
Seconded by:	C. Ellis	69-09-21
THAT the Board of Governors of Northern College approves N. Lacroix Plumbing and Heating Ltd. as the contractor for the Kirkland Lake G-Wing Air Handler Louvers Replacement project with a bid of \$127,647.00 + HST.		
		Carried

### **5.13 Covid-19 Update**

President Penner reported that in July, the College received a directive from the Ministry to return to as near normal delivery as possible for the fall of 2021. We set a date of return to work onsite for August 23<sup>rd</sup>, assuring everyone had 4 weeks to prepare for a nearer 'normal' fall.

Colleges were also directed by the Ministry to establish an updated continuity of education plan to be submitted by Sept 7<sup>th</sup> and posted to the College website. This has been posted and is quite detailed with different programs having different continuity plans. Depending upon the need for shops/labs/clinics, a lot of material is still being delivered in a hybrid format.

Mid-August, Colleges were directed by the Ministry to have a vaccination policy in place by September as well. Our vaccine policy was launched on August 25<sup>th</sup> and includes a mandate for vaccinations; exemptions are considered under strict medical exemptions as set by the Chief Medical Officer of Ontario and a potential exemption for Creed/religion to assure we meet the charter of Human rights. We have collaborated with the system and enlisted Hicks Morley with a panel of lawyers to review as a third party for review and possible approval.

We have set the date for first vaccination as October 1<sup>st</sup>, with the second vaccination required by Nov 15<sup>th</sup>. The campuses are closed to the public and we are part of a rapid antigen pilot program so testing is available as we move to full vaccination status.

With regards to employees who may refuse to become vaccinated, we are utilizing unpaid leave, and working with Hicks Morley on timelines and final determinations on ongoing work. With regards to students who refuse to become vaccinated, we are encouraging them to withdraw while a tuition refund is still feasible.

We will begin reporting on our vaccination status, including exemptions and number of people who completed education session, to the Ministry on September 20<sup>th</sup>. We will be required to update every Monday, for the near future. As of this morning 41.5% of the staff have submitted their proof of vaccination. We have 586 students who have uploaded proof, however, it is harder to determine the exact percentage as we still have registration and withdrawal going on.

#### **5.14 November 9 Board of Governors Meeting**

President Penner has spoken with the Moosonee Campus Manager and travel into the community for the November Board meeting is not feasible due to COVID restrictions. Moosonee campus continues to be used as a Field Hospital, therefore, coming on campus is not encouraged. The November board meeting be held as a multi-campus video meeting.

For consideration for future planning, the Board might want to explore combining an authentic multi-day James Bay experience with a Board meeting.

#### **5.15 Attendance at Higher Education Summit**

It was recommended that attendance include new and returning governors who have not previously attended the conference.

Moved by:	C. Stringer	Motion
Seconded by:	C. Ellis	70-09-21
THAT the Board of Governors approve that up to 9 governors, who have not previously attended the conference, to attend the 2021 Higher Education Summit in Toronto. Carried		

### **6. REPORTS AND INFORMATION**

#### **6.1 Financial Reports**

##### **6.1.1 Verbal Finance Report for the period ended July 31, 2021**

V.P. Dumas presented the Finance Report as at July 31, 2021 and reviewed changes in the Statement of Operations resulting in an increased projected surplus to \$9.8M.

Governor Stringer commented, this is the first time Board has not seen a substantial increase in revenue from our private partner and acknowledged management for positive results despite lower international enrolment.

##### **6.1.2 Investment Report as at June 30, 2021**

V.P. Dumas reviewed the quarterly investment report which reflects a definite improvement from previous periods.

Chair Walsh commended V.P. Dumas and his team for their work!

#### **6.2 Quarterly Report on Risk Management**

The Risk Management Team will make a presentation at the November meeting.

### **6.3 Verbal Report on September 2021 Enrolment**

Executive Director McEachern provided a verbal update on enrolment.

Not included in these numbers is upcoming activity at Moosonee. In addition to enrolments in the Paramedic, General Arts & Science Intro to Trades and Personal Support Worker programs, we anticipate increased activity funded through Northern Training Division.

Our private partner has been monitoring its enrolment and we believe we are very close to target with respect to our ratio.

Mr. McEachern was happy to note, Kirkland Lake enrolment has increased.

Occupancy rate at Haileybury Residence is full; Timmins Campus Residence is 90% full; we are reserving rooms in case we need to quarantine students currently studying at a distance that may want to come on site.

### **6.4 Summary Report on Program Reviews**

V.P. President Klooster presented the report.

### **6.5 Northern College Indigenous Council on Education**

President Penner provided an update. The September meeting was cancelled due to lack of quorum. The meeting will be rescheduled before the November Board meeting.

### **6.6 President's Report**

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

President Penner thanked the Executive Team. This has been a challenging year and they are high functioning professionals, encouraging growth and perfection in their departments.

### **6.7 Executive Team / Business Plan Progress Report**

President Penner invited members of the Executive Team to report on the 2021-22 Business Plan. Three specific initiatives were explained in depth.

Exec. Director C. Heavens reported on the initiative to identify additional Access Centre locations to support increased access to education further engaging indigenous people and communities.

Director S. Hunter reported on the initiative to replace current application system to increase access, improve user experience, and enhance student satisfaction. N. Gingras, Development Officer, External Relations, joined the presentation to highlight the new scholarship/bursary portal launched September 7<sup>th</sup>. This is a one-stop-shop for students. She was very excited to share that in just 10 days 332 applications had been submitted. This far exceeds numbers received in previous years.

Executive Director C. McEachern reported on the initiative to expand Northern Experience initiatives to reflect value added.



## **6.8 Reports from Board Advisory Committee Representatives (deferred)**

## **6.9 Board Member Community-Related Updates**

The Chair explained this is a standing item on the Board agenda and provides an opportunity for governors to share updates or any information they feel would be of benefit to other governors and to the college.

Governor Reasbeck commended President Penner on her presentation to Kapuskasing Town Council September 13<sup>th</sup>. The presentation was energetic, and Northern's commitment to community engagement was well received.

Governor Ellis shared Iroquois Falls has a newly appointed Mayor (Hon Pat Britton) and a new counsellor in place.

Chair Walsh commended President Penner on her presentation at the Temiskaming Shores Council Meeting September 7<sup>th</sup>, which was also well received.

## **7. MOVE TO IN-CAMERA MEETING**

Moved by:	C. Stringer	Motion
Seconded by:	J. Molyneaux	71-09-21
THAT the Board of Governors move in-camera at 11:34 a.m.		Carried

The Board Chair reminded members that all discussions and information shared in the in-camera portion of the Board meeting were confidential and not to be shared.

## **8. REPORT FROM IN-CAMERA MEETING**

Moved by:	J. Molyneaux	Motion
Seconded by:	C. Stringer	72-09-21
THAT the Board resume the open session at 12:15 a.m.;		
AND THAT matters discussed proceed as presented.		Carried

## **9. NEXT MEETING**

### **9.1 Date and Location:**

Tuesday, November 9, 2021

Location/format: Multi-campus video meeting

## **9.2 Future Agenda Items**

There were no requests; however, governors may forward any requests via the Board office.

The Board Chair thanked everyone for attending and for their participation.  
Lunch and a tour of the campus immediately followed.

## **10. ADJOURNMENT**

Moved by: C. Stringer  
THAT the meeting be adjourned.

Motion  
73-09-21  
Carried

Time noted at 12:21 p.m.

D. Nankervis,  
Executive Assistant to the Board