



NORTHERN COLLEGE

BOARD OF GOVERNORS MEETING NO. 461

ANNUAL GENERAL MEETING

Tuesday, June 14, 2022
1:00 p.m.

Timmins Campus

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
E. Poulin
J. Harrington
P. Hamilton

Staff: L. Hanes, Executive Assistant, Office of the President and Board of Governors
M. Dumas, Senior V.P. Corporate Services
S. Hunter, Chief Cultural Officer, Marketing, Communications and External Relations
A. Klooster, V.P. Academic & Student Success
C. McEachern, Ex. Director, Student Services, Institutional Research & Registrar
F. Nickner, Chief Information Officer and Director of Information Technology

Regrets: C. Heavens, Ex. Director, Community, Business Dev. & Employment Services
A. Robichaud L. Trapper
A. McCormack-Andia H. Studholme
K. Wojtus R. Mathews
L. Innes M. Metatawabin

1. CALL TO ORDER

1.1 Remarks from the Chair

Chair Walsh called the meeting to order and welcomed everyone.

1.2 Acknowledgment of Territory

We begin by acknowledging that we are on the traditional and territorial lands of the Cree, Oji-Cree, Ojibway, and Algonquin homelands. We acknowledge these ancestral lands that we are gathered on, which continue to interconnect us all and remind us that we are all treaty people. First Nation communities now located on these lands include: Temagami, Timiskaming, Matachewan, Mattagami, Wahgoshig, Taykwa Tagamou, Beaverhouse, Flying Post, Moose Cree, Fort Albany, Kashechewan, Attawapiskat Weenusk, and Metis Peoples Region #3.

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 for item 6.9 Approval for Commercial Bioenergy Contract.

3. AGENDA

Moved by: P. Hamilton
Seconded by: C. Stringer

Motion
42-06-22

THAT the agenda for the Meeting No. 461 of the Board of Governors of Northern College of Applied Arts & Technology dated June 14, 2022, be adopted as presented. Carried

4. PRESENTATION

4.1 Digital Transformation

CIO Fred Nickner presented an exciting update on the status of the Digital Transformation (DTCX). Customer consultations have been very productive, with a high participation rate: 20% of students and 30% of staff and faculty. Students were generally slightly more generous with their evaluation of Northern College's digital footprint.

Tech Talks are set to begin this week to help boost technological knowledge and help train employees to use technology effectively. The research shows that employees are open and excited about the change. Their reasons include digitization and automation.

Other projects include cybersecurity training, network testing for vulnerability, multi-factor authentication, Zoom dominance for teaching and meeting platforms, and digitization of voicemail.

Mr. Nickner thanked Kristen Hamilton and Amanda Belisle for their contributions to the feedback analysis and presentation design and editing. President Penner thanked CIO Nickner for his hard work on DTCX.

5. CONSENT AGENDA

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

- 5.1 Receive Board Committee Minutes
- 5.2 Program Advisory Committee Appointments
- 5.3 Program Advisory Meeting Schedule
- 5.4 2020-22 Board of Governors' Work Plan
- 5.5 2020-22 Board Goals
- 5.6 Correspondence and Information Report

Moved by: C. Ellis
Seconded by: C. Reasbeck
THAT Consent Agenda items be approved, including all applicable motions.

Motion
43-06-22
Carried

5.1 Receive Board Committee Minutes

THAT Board Committee Minutes be received.

Carried

6. DISCUSSION ITEMS

6.1 Approval of Minutes of Meeting #460 held May 10, 2022

Moved by: C. Stringer
Seconded by: E. Poulin

Motion
44-06-22

THAT the Board of Governors approves the minutes of meeting #460 held May 10, 2022, as presented.

Carried

6.2 Approval of the 2020-2021 Annual Report

President Penner was joined by CCO Susan Hunter to present the annual report.

Highlights included Indigenous Engagement and Employment: because of work done this time last year this year's graduating class in Moosonee was the largest yet,. Innovative Approaches to Access: over \$1 million contributed directly to student support, providing consistency in the resources available. Northern College's website redesign is in progress and will be launched this summer. Partnering to Provide Powerful Northern Experiences: partnering with Algoma University, Algonquin College, and others. Over 100 distinct communities benefitted from availability of micro-credentials. Ideal College: Equity, Diversity and Inclusion task force was strongly supported by all levels and resulted in openness and growth in the organization. Community partnerships helped to make the most of limited resources: public libraries and hospitals share educational resources.

The Board was recognized for their contribution to the Board of Governors Entrance Bursaries, which allowed \$30,000 of funding to encourage students to attend Northern.

Northern College was lauded for "putting the community back into community college".

Dr. Penner thanked everyone who contributed to the Annual report and Chair Walsh congratulated the administrative team.

Moved by: P. Hamilton
Seconded by: J. Molyneaux

Motion
45-06-22

THAT the Board of Governors approve the 2021-22 Northern College Annual Report;
THAT this document be taken forward to the Ministry of Colleges and Universities;
and THAT it be posted to the college website, as required.

Carried

6.3 Approval of the 2021-2022 Audited Financial Statements

Sr.V.P. Mitch Dumas presented the draft Audited Financial Statements for approval. Mr. Dumas confirmed the auditors provided an unqualified opinion, stating that the financial statements present fairly the financial position of the college as at March 31, 2022.

Mr. Dumas reported that this is the sixth year Northern College is reporting a surplus. He reviewed the Statement of Financial Position and the Statement of Operations and Changes in Net Assets, which was accompanied by the new Statement of Management's Responsibility for Financial Reports, as per the Auditor General's recommendation.

Highlights include a \$3 million increase in accounts receivable due to training projects, international revenues and GIC returns. Capital asset changes were due to the completion of major projects such as parking and roofing.

President Penner complimented the Finance team and passed along the positive comments she received from the auditors.

Moved by: J. Harrington
Seconded by: C. Ellis

Motion
46-06-22

THAT the Board of Governors approves the Audited Financial Statements as at March 31, 2022, for submission to the Ministry of Colleges and Universities, and posting to the College website, as required. Carried

6.4 Governor Appointments

Governor appointments were presented for approval as recommended by the Board Vacancy Nominating Committee and pursuant to internal election processes.

Moved by: E. Poulin
Seconded by: C. Reasbeck

Motion
47-06-22

THAT the Board of Governors approves the following appointments effective September 1, 2022:

The appointment of Mr. Devon Naveau to the Board of Governors for a 3-year term.

The reappointment of Mr. Mike Metatawabin to the Board of Governors for a second 3-year term.

The appointment of Olivia Hayhurst as the Student Representative, for a 1-year term.

The appointment of Kim Bird to the Board of Governors for a 3-year term.

Carried

6.5 Program Approvals

6.5.1. Mechanical Operator; Biomass Heating Systems Program

V.P.A. Aaron Klooster presented the program details for the Mechanical Operator; Biomass Heating Systems Program. There is a demand for trained individuals to maintain biomass heating systems in remote communities, especially in the North. Northern

College will be the first in Canada to offer this program and is working closely with the industry. There are already two cohorts lined up to participate in this program.

Moved by: P. Hamilton Motion
Seconded by: J. Harrington 48-06-22

THAT the Board of Governors approves the Mechanical Operator; Biomass Heating Systems Program. Carried

6.6 College Legal Representation

President Penner presented the item for approval, adding that when required, we may reach out to other legal counsel when the currently appointed local provider of record is not readily available.

Moved by: C. Stringer Motion
Seconded by: E. Poulin 49-06-22

THAT the Board of Governors approves the appointment of Hicks Morley for labour relations and arbitration for one year effective September 1, 2022, to August 31, 2023; AND THAT the Board of Governors approves the appointment of Evans, Braganolo and Sullivan as general, corporate and student services counsel for one year effective September 1, 2022, to August 31, 2023. Carried

6.7 Draft 2022-22 Board Meeting Schedule

President Penner presented the draft meeting schedule and explained that the Board was scheduled to travel to Moosonee in May 2023, weather dependent. The January meeting was scheduled later than it has been in past years to allow more time for organizing post-winter break.

Chair Walsh invited comments or questions on the proposed meeting schedule.

Moved by: J. Molyneux Motion
Seconded by: C. Stringer 50-06-22

THAT the Board of Governors approves the 2022-2023 Board Meeting Schedule as presented. Carried

6.8 2022 Summer Recess

On an annual basis, the Board empowers the Board Executive to act on behalf of the Board on items that arise throughout the summer. There may be a few tenders for capital projects that will require approval from the Executive on behalf of the Board. The Executive will meet as needed.

Moved by: P. Hamilton
Seconded by: J. Harrington

Motion
51-06-22

THAT the Board of Governors declares a summer recess for the months of July and August 2022;

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

6.9 Approval for Commercial Bioenergy Contract

Dr. Penner described the contract for the development of curriculum and delivery of programming by Commercial Bioenergy for the Mechanical Operator; Biomass Heating Systems program. Internal resources are not available at this time, so an external consultant was sought to fill this need.

Governor Poulin inquired as to whether this program could be extended to other campuses once it has been fully developed. President Penner explained that that is the intention. The program may also be tied to water reclamation and other programs currently available and in development.

Having declared a conflict, Governor Harrington did not vote on the motion.

Moved by: E. Poulin
Seconded by: P. Hamilton

Motion
52-06-22

THAT the contract for Service for Commercial Bioenergy to deliver the Biomass training program be approved at \$180,800 including HST.

Carried

7. REPORTS AND INFORMATION

7.1 Financial Reports

7.1.1 Verbal Finance Report for the period ended May 31, 2022

Sr.V.P. Mitch Dumas indicated the approved 2022-23 budget is being uploaded into our Management Information System. Currently, there are no changes to report on the projected \$13.8M year-end surplus. Expenses incurred to June 2nd amounted to \$7.59M and we are on target with estimated expenses which currently sit at 12% of the approved budget. There were no questions from the Board.

7.1.2 Investment Report as at March 31, 2022

Mr. Dumas reviewed the investment report for the fiscal period ended March 31st, 2022. The portfolio has decreased in value and increased in volatility due to surging inflation. The ratio of riskier international investments to more stable Canadian investments has been decreased. The portfolio still sits within the desired risk level.

7.2 Risk Management

Sr.V.P. Dumas presented the Risk Management Report. He also reported that a dedicated Risk Management person will be soon hired to provide more close monitoring, especially during busy periods in the Finance department.

7.3 Annual Monitoring Reports

President Penner presented the monitoring reports provided on an annual basis. The President confirmed we have complied with the policies and executive limitations.

7.3.1 Partnerships & Collaborative Initiatives

President Penner expressed that there has been a surge of new partnerships, following the lull created by COVID. The report was not conclusive; she reviewed the major and notable partnerships, but there are many others that have contributed to Northern College's success.

7.3.2 Compliance Report – Program Advisory Committees

The President presented the Program Advisory Committees Policy Compliance Report and indicated that we have been in compliance with Board Policy D-4. Many of the committees are in the process of redefinition due to changes in their memberships. Several new appointments have been made.

Dr. Penner thanked the Academic team for their work on these committees and the report.

7.3.3 Compliance with Executive Limitations Policies

President Penner confirmed we have been in compliance with the Executive Limitations' monitoring statements including:

- D-1 General Executive Constraint
- D-6 Naming of Facilities
- D-7 Language Services Policy
- D-8 Purchasing
- D-9 Facility Leasing
- D-11 Asset Protection
- D-12 Financial Matters
- D-13 Insurance
- D-14 Commitment to Quality
- D-15 Staff Relations
- D-16 Risk Management

7.3.4 College Signing Authority

In accordance with policy D-5, signing officers were named and include:

the Chair of the Board of Governors
the First Vice-Chair of the Board of Governors
the President
the Treasurer / Vice-President, Corporate Services; and
the Vice-President, Academic & Student Success.

Having presented the annual monitoring reports, a motion was presented.

Moved by: C. Stringer

Motion

Seconded by: J. Harrington

53-06-22

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

Carried

7.4 Sexual Violence Reporting

Executive Director McEachern informed the Board about the requirement for reporting on sexual violence, further to the introduction of provincial legislation a few years ago. He indicated no incidences of sexual violence on our premises have been reported for 2021-22. Further to sharing the reports with the Board, we will assure our compliance with the Ministry.

Moved by: P. Hamilton

Motion

Seconded by: C. Ellis

54-06-22

THAT the Board of Governors has received the 2021-22 Sexual Violence Reporting, as required.

Carried

7.5 Northern College Indigenous Council on Education

President Penner provided a verbal report. A meeting was held on June 8, where new members were welcomed. The Equity, Diversity and Inclusion benchmarks were received and updated from the committee's perspective.

V.P.A. Klooster reported on the course elective for Indigenous culture, which will be taken by all full-time students this fall. It will also be available for employees and board members.

Trudy Wilson, Manager of Indigenous Services and Initiatives reported on the community events taking place on Indigenous Day, June 21st. Kim Bird was elected chair and Sharon Swanson as vice-chair of the council.

7.6 President's Report

President Penner provided her report. The college presidents will be meeting throughout the Support Staff Collective Agreement negotiations occurring over the next few weeks. There will likely be changes to the agreement, which will require updates to the College policies.

The working group on International Student Supports will continue to meet over the summer. A summit on the same topic will be hosted by Sheridan College in late July.

The Northern College Community Climate Survey will be launched over the next few weeks. This year, the survey will be administered through one-on-one contacts with the administrative team and include community members such as mayors, chambers of commerce, economic development agencies and school boards.

Two acts have been approved by the Ontario Government, which may affect the College's policies and bylaws: the Ontario Not-for-profit Corporations Act and the Right to Disconnect policy. Any changes to the bylaws must be approved by the Board.

7.7 Reports from Board Advisory Committee Representatives

Governor Molyneaux reported that the Welding Advisory Committee meetings have been well attended. They recently lost a member of the committee to a motorcycle accident. In his memory, a fundraiser is being held to fund a bursary to Northern College.

7.8 Board Member Community-Related Updates

No updates.

7.9 Governors Completing Terms

Governors completing their terms as of August 31, 2022, include Ms. Aiko McCormack-Andia and Mr. Doug Walsh. Ms. Lillian Trapper will also be concluding her term, as her term as NCICE Chair has ended.

On behalf of the Board, Chair Walsh thanked the governors and acknowledged the value that each of them brought to the Board. President Penner extended her personal thanks to members completing their terms as well and stated that it has been a pleasure working with them.

A gift was presented to Chair Walsh, who gave a short speech in thanks to the Board. He reminded the Board that Northern may be small, but it is mighty. He is "Proud to be North. Proud to be Northern."

Gifts of appreciation will be forwarded to the other departing governors.

8. MOVE TO IN-CAMERA MEETING

Moved by: J. Harrington
Seconded by: C. Stringer

Motion
55-06-22

THAT the Board of Governors move in-camera at 2:53 p.m.

Carried

9. REPORT FROM IN-CAMERA MEETING

Moved by: C. Reasbeck
Seconded by: C. Stringer

Motion
56-06-22

THAT the Board resume the open session at 3 p.m.;
AND THAT matters discussed proceed as presented.

Carried

10. NEXT MEETING

10.1 Date and Location:

Board retreat September 15, 2022, at the Best Western Timmins
Board meeting September 16, 2022 – 9:00 a.m. at Timmins Campus

10.2 Future Agenda Items

The Chair invited governors to forward any requests for agenda items they might think of over the course of the summer to Executive Assistant, Leslie Hanes.

11. ADJOURNMENT

Moved by: D. Walsh
THAT the meeting be adjourned.
Time noted at 3:10 p.m.

Motion
57-06-22
Carried

Leslie Hanes
Executive Assistant to the Board