



**NORTHERN COLLEGE  
BOARD OF GOVERNORS MEETING NO. 428  
GENERAL SESSION**

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Tuesday, January 10, 2017  
1:00 p.m.

Boardroom A106  
Timmins Campus

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**PRESENT:**

**Board:**

G. Kemp (Chair)  
A.Spacek (First Vice-Chair)  
G. Pirie (Governor at Large)  
F. Gibbons (President)  
J. Carbonneau  
D. Rizzuto  
L. Kozak  
B. Allan  
D. Walsh  
P. McConnell  
A. Rondeau  
G. Waghorn  
W. Church  
D. Larkman

**Staff:**

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

**Guests:**

J. Banks, Manager of Marketing and Communications  
S. Howson, Manager of Plant and Property

**Regrets:**

R. Foy  
D. Seary  
S. Munroe

**1. OPENING PROCEDURES**

**(a) CALL TO ORDER**

Chair Kemp called the meeting to order at 1:03 p.m.

**(b) CHAIR'S REMARKS**

Chair Kemp welcomed everyone to the Timmins Campus. He welcomed William Church and Dorothy Larkman to their first meeting and invited everyone to introduce themselves.

The Board Chair thanked Governor Larkman who is the Chair of the Northern College Indigenous Council, for allowing the Board to join NCICE this morning. The meeting provided an opportunity for Board members to better understand the Council's role and objectives and the Board looks forward to other opportunities to meet.

The Chair shared a Traditional Territory Acknowledgement.

**2. AGENDA**

**(a) MODIFICATIONS/ADDITIONS/DELETIONS**

There were no additions to the agenda.

**(b) ADOPTION**

Moved by: D. Rizzuto	Motion
Seconded by: D. Walsh	01-01-17
THAT the agenda for the Meeting No. 428 of the Board of Governors of Northern College of Applied Arts & Technology dated January 10, 2017 be adopted as presented.	
	Carried

**3. APPOINTMENT OF STUDENT GOVERNOR**

Moved by: B. Allan	Motion
Seconded by: L. Kozak	02-01-17
WHEREAS the selection process has been duly followed;	
THAT the Board of Governors of Northern College appoint Mr. William Church to the Board as the student representative, effective January 10, 2017 to August 31, 2017.	
	Carried

**4. CONFLICT OF INTEREST – DECLARATIONS**

The Chair called for disclosures of actual, potential, or perceived conflict of interest. Governor William Church declared a conflict with items 8a. Approval for Ancillary Fees and 8b. Approval for Tuition Fees. Governor Domenic Rizzuto declared a conflict with item 9e. Program Advisory Committee Appointment.

**5. COMMENTS/PRESENTATIONS**

President Gibbons shared an update on new enrolment with 41 additional students registered in 7 programs starting in January, including an additional 8 international students. Twenty-six part-time students have also registered in four 4 program areas. This is an encouraging beginning to the winter semester.

The President invited Mr. Jim Banks, Manager of Marketing and Communications, to make a presentation on the college's 50<sup>th</sup> anniversary celebrations. The celebrations coincide with provincial activities planned by Colleges Ontario and the theme for the 50<sup>th</sup> is "The Start of Something Amazing." Mr. Banks highlighted some of the initiatives including:

- Northern College banners with our official 50<sup>th</sup> anniversary logo have been created.
- The college will launch a 50<sup>th</sup> anniversary website as a main hub for disseminating information on anniversary events, college facts, photos, etc. The marketing department is also developing a digital scrapbook that will be built throughout the year and hosted on the college's Facebook page. Our goal is to feature 50 Northern College Alumni as well as the organizations that employ them over the 11-month period.
- An official kick-off event will be held with staff on January 25<sup>th</sup>.
- April 3-9, 2017 has been proclaimed College Week in the provincial legislature and we will have various activities planned during the week to give back to our communities.
- Campus sub-committees have planned campus community specific events.
- The college will tie the 50<sup>th</sup> into a number of community events e.g. hockey tournaments, winter carnivals, conferences, etc.
- Banners and flags will be displayed in our campus communities.
- The province-wide Colleges Ontario anniversary bus tour will make a stop in Timmins in September and at other colleges up to November.
- Anniversary celebrations will culminate at the Higher Education Summit to be held in Toronto in November 2017.

The Board complimented the college for its plans and thanked Mr. Banks for the presentation.

## **6. BUSINESS ARISING FROM PREVIOUS MEETING**

### **(a) Feedback from Participants at 2016 Higher Education Summit**

Governors Allan, Walsh, Carbonneau and Rondeau all shared their thanks for the opportunity to attend orientation and conference activities; they found it very educational and worthwhile and enjoyed the great speakers. President Gibbons was congratulated for his role at the conference, in his capacity as Committee of Presidents' chair.

## **7. STANDING ITEMS**

### **(a) APPROVAL OF GENERAL SESSION MINUTES NO. 427 (Meeting Held November 8, 2016)**

Moved by: D. Rizzuto

Seconded by: D. Walsh

THAT the minutes of Meeting No. 427 dated November 8, 2016 be adopted  
as presented.

Motion

03-01-17

Carried

Motions from the Committee of the Whole minutes of Meeting No. 427, dated November 8, 2016 follow.

*Moved by: D. Walsh* *Motion*  
*Seconded by: L. Kozak* *102-11-16*  
*THAT the Committee of the Whole Agenda No. 427 dated November 8, 2016 be*  
*adopted as amended.* *Carried*

*Moved by: D. Rizzuto* *Motion*  
*Seconded by: L. Kozak* *103-11-16*  
*THAT the Committee of the Whole Minutes No. 426 dated September 16, 2016 be*  
*approved as presented;*  
*AND THAT motions 86-09-16 to 93-09-16 be recorded in the General Session*  
*of the minutes.* *Carried*

*Moved by: D. Walsh* *Motion*  
*Seconded by: L. Kozak* *104-11-16*  
*THAT the Board of Governors receive the minutes of the Board Executive Committee*  
*meeting held September 6, 2016.* *Carried*

*Moved by: B. Allan* *Motion*  
*Seconded by: D. Rizzuto* *105-11-16*  
*THAT the Board of Governors approve a lease agreement with Materials Joining*  
*Innovation Centre for facilities located at the Kirkland Lake Campus, effective April 1,*  
*2017 to March 31, 2022.* *Carried*

*Moved by: J. Carbonneau* *Motion*  
*Seconded by: L. Kozak* *106-11-16*  
*THAT the Board of Governors delegate approval for a contract to complete video*  
*conference room design and build to the Board Executive Committee.* *Carried*

*Moved by: D. Rizzuto* *Motion*  
*Seconded by: L. Kozak* *107-11-16*  
*THAT the Board of Governors approve the recommendation of the Board Vacancy*  
*Nominating Committee to submit the name of Ms. Carly Stringer for appointment to the*  
*Board of Governors effective September 1, 2017, for a 3-year term, through the*  
*Lieutenant Governor in Council (LGIC) process.* *Carried*

*Moved by: B. Allan* *Motion*  
*Seconded by: D. Walsh* *108-11-16*  
*THAT the meeting be adjourned.* *Carried*

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**(b) FINANCE REPORT**

Ms. Claire Verdu, Controller, joined the Board meeting to present the finance report for the period ended November 30, 2016 and review highlights of changes in the statement of operations, resulting in a projected year-end surplus of \$131K. The Board thanked Ms. Verdu for the presentation.

**8. NEW BUSINESS**

Having declared a conflict, Governor William Church did not participate in the discussion and vote for items 8a. Approval for Compulsory Ancillary Fees nor for item 8b. Approval of Tuition Fees.

**(a) APPROVAL FOR PROTOCOL AGREEMENT AND COMPULSORY ANCILLARY FEES**

The President shared information with the Board about the protocol agreement and consultation process around ancillary fees, to which there are no proposed increases.

Moved by: A. Spacek	Motion
Seconded by: L. Kozak	04-01-17
THAT the Board of Governors approve the Ancillary Fees Schedule for 2017-18 and the Protocol Agreement for Compulsory Ancillary Fees, as presented.	Carried

**(b) APPROVAL OF TUITION FEES**

Moved by: A. Rondeau	Motion
Seconded by: G. Waghorn	05-01-17
THAT the Board of Governors approve a 3% tuition fee increase for each of the 2017-2018 and 2018-2019 academic years, as determined by the Ministry of Advanced Education and Skills Development.	Carried

**(c) CONSERVATION AND DEMAND MANAGEMENT PLAN**

President Gibbons invited Ms. Sue Howson, Manager of Plant & Property to present the college's Conservation and Demand Management Plan. Ms. Howson shared highlights of the 5-year plan developed as required by the Ministry of Energy. The plan is a public document and will be posted to the college website. The Board thanked Ms. Howson for the presentation and commended the college for its conservation initiatives.

**(d) BANKING SERVICES**

Moved by: D. Rizzuto	Motion
Seconded by: G. Waghorn	06-01-17
THAT the appointment of the Royal Bank of Canada as the College's principal banker be extended for one year, to January 31, 2018; and THAT the appointment of the following chartered banks also be extended for one year: Bank of Nova Scotia and Canadian Imperial Bank of Commerce.	Carried

**(e) EAST END FAMILY HEALTH TEAM ANNUAL REPORT**

President Gibbons invited questions from the Board on the annual report prepared by Ms. Landriault, Administrative Lead for the Health Clinic. The report speaks to partnerships and collaborations that the college aspires to achieve and the President was pleased to share the clinic not only has garnered funding but has received an award for its work with regional partners. There were no questions.

Moved by: P. McConnell	Motion
Seconded by: L. Kozak	07-01-17
THAT the Board of Governors receive the 2016 East End Family Health Team Annual Report.	Carried

**(f) DELEGATION OF SIGNING AUTHORITY – ARTICULATION AGREEMENTS**

Moved by: D. Walsh	Motion
Seconded by: P. McConnell	08-01-17
THAT the Board of Governors delegates signing authority to the Vice-President, Academic and Student Success for Articulation Agreements.	Carried

**(g) APPROVAL OF BOARD POLICIES**

Moved by: A. Spacek	Motion
Seconded by: L. Kozak	09-01-17
THAT the Board of Governors approve the following policies, as presented:	
B-6 Election of Internal Board Members	
B-12 Travel Expenses – Board Members	
B-14 Reappointment of Board of Governors Members	
D-1 General Executive Constraint	
D-2 Communication with the Board	
D-3 Partnerships and Collaborative Initiatives	
D-9 Facility Leasing	Carried

**(h) NEXT STRATEGIC MANDATE AGREEMENT – BOARD DIALOGUE**

President Gibbons provided information about the genesis of Strategic Mandate Agreements and the development process for the next SMA which is expected to be completed by end of April. All colleges and universities are required to prepare an SMA, to be negotiated with the Ministry and approved by their Board. Terms of Reference are still being developed by the Ministry; however, in the absence of terms of reference, the President prepared a document identifying themes we may anticipate being part of SMAs and to serve as a primer to things our college may be thinking about as we go into the development of our second SMA. Our challenge will be to internalize elements that are important to us and are relevant to what our college wants to do and are also of interest to the Ministry. The President was encouraged by a recent joint meeting where Colleges Ontario and the Council of Universities agreed to collaborate on areas of interest to the Province to pursue special funding envelopes to address challenges.

The question to the Board today is “are we looking broadly enough and are there other issues with respect to meeting our broad mandate as a college in northeastern Ontario that we should be aware of in preparing our next SMA?” Board members agreed that the suggested themes are relevant and engaged in discussions, making additional suggestions for inclusion in the SMA.

- Emphasize current partnerships and expand collaborative efforts with community stakeholders to address mental health services.
- Expand the scope and show the value of our college to the greater community, through the lens of what MAESD wants. We may also want to highlight where initiatives might apply to other areas of interests to ministries.
- Emphasize the differences between institutions in the North vs. colleges located in southern Ontario (socio-economic, social, health). Data may be available from LHIN and Public Health websites. Governor Waghorn offered to provide source information.
- Tie-in how education in general is a means to improving health and socio-economic conditions.

We expect the Ministry will issue SMA Terms of Reference shortly and a first draft of the SMA should be available for the March Board meeting.

**(i) PRESENTATION OF GOOD GOVERNANCE CERTIFICATES**

Chair Kemp presented Good Governance Certificates to Governors Johanne Carbonneau and Doug Walsh and an Advanced Good Governance Certificate to Governor Annette Rondeau.

**9. ROUTINE ITEMS**

**(a) CORRESPONDENCE**

No Board correspondence was received since our last meeting.

**(b) NORTHERN COLLEGE INDIGENOUS COUNCIL ON EDUCATION**

Governor Larkman reported the Council met earlier today and discussed the role of an Elder on the Indigenous Council. The NCICE is considering hosting an Elders’ conference to look at this matter and receive direction from the Elders. Ms. Larkman also commented that data from the college’s research project conducted this summer and the Truth and Reconciliation Commission Call to Action identify opportunities for Indigenous people to become solid partners within the education process. Northern College is a leader in this area in having an Indigenous Council on Education and the NCICE Chair appointed to the Board of Governors. Governor Larkman looks forward to the seeing how Indigenous perspectives will be integrated within the college’s Strategic Mandate Agreement. Chair Kemp thanked Ms. Larkman for her insights and is confident that together, NCICE and the Board will work together to achieve Indigenous objectives.

**(c) PRESIDENT’S REPORT**

The President’s Report is provided in the Board package. The President elaborated on the new corridor funding model which will be negotiated by each college and part of Strategic Mandate Agreements. Our college will need to identify a sustainable enrolment level we believe is achievable and define what “right-sizing” might mean for us. The government has further indicated to the Committee of Presidents that transition funding may be made available to colleges.

**(d) EXECUTIVE TEAM REPORTS AND BUSINESS PLAN PROGRESS**

Vice-President Audrey Penner reported on the Accessibility initiative to explore and recommend an electronic early intervention system stating that the initiative was achieved and piloted this month. Secondly, we have now replaced the telephone system, college-wide and V.P. Penner thanked Information Technology staff for the incredible amount of work involved in the migration to the new system. Initiatives completed in the Signature Programs area included defining criteria to establish Signature programs and this information has been approved and is published on the college’s Intranet for use; and creating five targeted articulation agreements that align with growth areas. We have exceeded this goal and Ms. Penner provided examples of additional new articulations that have been achieved.

Executive Director Christine Heavens shared progress made under Indigenous Perspectives indicating that the college was successful in confirming permanent funding for an LBS site in Attawapiskat and will be opening another centre in Kashechewan effective February 1<sup>st</sup>. We continue to work with the Ministry to establish a location in Fort Albany – a home has been found and will be converted to accommodate LBS programming. We are optimistic these two new centres will be in operation by March 31<sup>st</sup>.

In terms of incorporating Indigenous principles into Communications and Ethics courses, every Communications module and assignment now includes a key discussion point. Both the Communications I and II as well as Law & Ethics will have been reviewed for September 2017.

As reported by V.P. Penner during the NCICE meeting, the research project on identifying barriers to Northern College becoming the College of Choice for Indigenous People has been completed. The final report is being prepared and once finalized actions will be identified and the report will be shared with the Board.

Executive Director Lynn Berthiaume reported that the Northern Experience initiative to create videos to promote the Environmental Technician – Water and Waste Water Systems Operations program has been completed, in fact short and longer version videos have been created and are posted to our website.

We have adopted different methodology in achieving the initiative to identify gaps in the student life enhancement plan and expect discussions with key groups will be held and a report prepared by the end of this month.

Finally, the college has instituted an incentive campaign to incite students to register and confirm to the college early. Various prizes including 50<sup>th</sup> anniversary-themed packages will be made available to first-year applicants, as well as to returning students.

**(e) PROGRAM ADVISORY COMMITTEE APPOINTMENT**

Governor Domenic Rizzuto declared a conflict with this item and abstained from the vote.

Moved by: A. Spacek	Motion
Seconded by: P. McConnell	10-01-17
THAT the Board of Governors appoint Mr. Cory Dupuis 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**

Chair George Kemp reported on the Law Clerk Program Advisory Committee meeting held last month and was pleased to share enrolment is up in the program. On a continual basis, PAC members ensure that program content is relevant to today's industry standards in the legal field.

**(h) BOARD MEMBER COMMUNITY-RELATED UPDATES**

Noted.

**(i) 2016-2017 BOARD OF GOVERNORS WORK PLAN**

The Board Work Plan is provided in the Board package.

**(j) 2016-2017 BOARD GOALS: GOAL #4 ESTABLISHMENT OF AD-HOC COMMITTEE RE STAKEHOLDER ENGAGEMENT**

Chair Kemp invited participation on the ad-hoc committee, to be led by Governor Domenic Rizzuto. Members will include:

1. Domenic Rizzuto
2. George Kemp
3. Fred Gibbons
4. Doug Walsh
5. Al Spacek
6. William Church
7. Dorothy Larkman; and
8. Lois Kozak.

Pierrette will contact members to schedule a teleconference meeting.

**(k) FUTURE AGENDA ITEMS**

Noted.

**(l) NEXT MEETING**

Travel Day: Tuesday, March 21, 2017  
Dinner with Community Dignitaries

Board Meeting: Wednesday, March 22, 2017  
Moosonee Campus – 1:00 p.m.

The President has extended an invitation to our China business partner, Mr. Edward Liu to accompany the Board on our trip to Moosonee, as he will be visiting the College between March 20 and 24.

**10. INFORMATION REPORT**

As provided in the Board package.

**11. PROPOSED MOTIONS**

As recorded in the minutes.

**12. MOVE TO COMMITTEE OF THE WHOLE**

Moved by: D. Rizzuto

Seconded by: D. Walsh

THAT the Board move into Committee of the Whole, time noted at 3:22 p.m.

Motion

11-01-17

Carried

P. Fortier,  
Executive Assistant to the Board