

BOARD OF GOVERNORS MEETING #473

Date: Tuesday, June 11, 2024
Time: 1:00 pm
Location: Timmins Campus

PRESENT:

Board:

J. Molyneaux, Chair	K. Wojtus, Second Vice-Chair
D. Naveau, First Vice-Chair	M. Dumas, President & CEO
C. Crawford	J. Harrington
C. Ellis	K. Bird
D. Patel	K. Grenke
E. Poulin	P. Hamilton
F. Gibbons	

Staff:

- D. Lessard, Senior Vice-President Academic
- G. MacDougall, A/Senior Vice-President Corporate Services
- L. Hanes, Executive Assistant, Office of the President and Board of Governors
- S. Hunter, Chief Cultural Officer, Marketing, Communications and External Relations
- G. Laba, Manager, Applied Research, Entrepreneurship and Innovation

Regrets:

K. Bains	L. Innes
D. Chaudhari	M. Metatawabin, Governor-at-Large

1. Call to Order

1.1 Remarks from Chair

Board Chair Jeff Molyneaux called the meeting to order and welcomed everyone to the Timmins Campus. He welcomed a presenter to the Board: Glenn Laba, Manager, Applied Research, Entrepreneurship and Innovation at Northern College.

1.2 Acknowledgement of Territory

We begin by acknowledging that we are on the traditional and territorial lands of the Cree, Ojibway, Algonquin, and region #3 of the Métis peoples. 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: Mattagami, Matachewan, Apitipi Anicinapek, Taykwa Tagamou, and Flying Post.

BOARD OF GOVERNORS STATEMENT OF PURPOSE

The Northern College Board of Governors is responsible to govern effectively:

- to ensure Northern College is successfully managed;
- to achieve Northern College's mission; and
- to remain responsive to community need and emerging opportunity.

The Board of Governors is accountable to students, employees, employers, Indigenous Peoples and the communities Northern College serves. The Board of Governors is also accountable to the citizens of Ontario because the college is publicly funded.

2. Declaration of Conflict of Interest

Chair Molyneaux called for disclosures of actual, potential, or perceived conflicts of interest. Governor Harrington declared a conflict with item 6.10 – Approval of Contract Awards. Governor Poulin declared a conflict with item 6.2 – Approval of Draft 2023-2024 Financial Statements.

3. Approval of Agenda

The Chair asked if there were any additions or modifications to the agenda. Governor Gibbons requested to move the In-Camera Agenda items immediately following the Presentation.

Moved by: K. Grenke
Seconded by: F. Gibbons

Motion
38-06-24

THAT the agenda for the Northern College Board of Governors Meeting #473 dated June 11, 2024, be adopted as amended.

Carried

4. Presentations

- 4.1 Applied Research
– Glenn Laba, Manager, Applied Research, Entrepreneurship and Innovation

Chair Molyneaux introduced Glenn Laba, the Manager of Applied Research, Entrepreneurship and Innovation at Northern College. Board Policy A-7, Our Communities, requires that the College “pursue and conduct an innovative research agenda that proactively responds to industry needs and provides experiential learning for our students.”

Mr. Laba provided information on current and upcoming projects. He linked the College’s Strategic Directions to the United Nations Sustainable Development Goals, which Northern has committed to. Projects include training indigenous communities on hydroponic systems to improve food security, the use of renewable power in mining, and projects to address environmental issues, such as removing toxins from mine tailings. AREI has developed relationships between the College and community partners, indigenous communities and industry partners.

Chair Molyneaux thanked Mr. Laba for sharing these innovative projects with the Board.

5. Consent Agenda

The Chair asked if any governor wished to comment on or remove any items from the Consent Agenda. No items were removed from the consent agenda.

Moved by: D. Patel
Seconded by: F. Gibbons

Motion
39-06-24

THAT the Board of Governors approves Consent Agenda items, including all applicable motions.

Carried

5.1. Receive Board Committee Minutes

THAT Board Committee Minutes be received.

Carried

5.2. Program Advisory Committee Schedule

5.3. Program Advisory Appointments

THAT the Board of Governors approve the appointment of Hillary Laughren to the Business Program Advisory Committee.

Carried

5.4. Board Goals

5.5. Board Work Plan

5.6. Correspondence and Information Report

6. Discussion Items

6.1 Approval of Board Minutes

Chair Molyneaux asked for any changes to the Minutes presented. None received.

Moved by: K. Wojtus

Motion

Seconded by: C. Ellis

40-06-24

THAT the minutes of Board Meeting #472 held May 14, 2024, be approved as presented as presented.

Carried

6.2 Approval of Draft 2023-24 Financial Statements

Governor Poulin has declared a conflict on this item.

Acting Senior Vice-President MacDougall presented the Audited Financial Statements for fiscal year 2023-24 and a summary of the auditor's report. This was presented to the Executive Committee in their capacity as Audit Committee on May 30, 2024. He thanked his staff for their efforts and contributions to these statements.

Mr. MacDougall explained the differences between the 2022-23 and 2023-24 budgets. IRCC changes resulted in delayed applications and payment of tuition fees, however this has self-corrected in the current fiscal year. As Bill 124 was rescinded, it resulted in the payment of retroactive salary for three years, significantly increasing the budget.

The Audit Committee has recommended the adoption of the Financial Statements as presented.

Moved by: F. Gibbons

Motion

Seconded by: D. Naveau

41-06-24

THAT the Board of Governors approve the Audited Financial Statements as at March 31, 2024, for submission to the Ministry of Colleges and Universities, and posting to the college website, as required.

Carried

6.3 Approval of the 2023-2024 Annual Report

Chief Cultural Officer Hunter reviewed the report presented to the Board. This document includes the mandatory reports required by the Ministry of Colleges and Universities, as well as the College's activities, initiatives beyond regulatory requirements and the Foundation Report. The College reports on the achievement towards its three strategic directions.

A section on any marketing and advertising complaints must be included; no complaints were received. The approved Financial Statements will also be included in the external report prior to posting publicly.

No amendments are recommended.

Moved by: E. Poulin
Seconded by: D. Patel

Motion
42-06-24

THAT the Board of Governors approve the 2023-24 Northern College Annual Report; THAT this document be submitted to the Ministry of Colleges and Universities and be posted to the college website, as required.

Carried

6.4 Annual Report on Sexual Violence and Harassment

Ms. Hunter described the Ministry requirement for the reporting of sexual violence and harassment at Northern College. The report includes the number of incidents. None of these incidents were of a physical violence nature. The majority of the incidents were caused by a misunderstanding of consent in a Canadian context.

The detail included in the report is limited to what was reported, the resources and intervention provided. In the future, the College is looking to implement the REES platform, which would provide an online platform for reporting and accessing resources.

Moved by: K. Grenke
Seconded by: J. Harrington

Motion
43-06-24

THAT the Board of Governors of Northern College approve this report so that it can be submitted to the Ontario Ministry of Colleges and Universities and posted on the College's website, allowing the College to be compliant with Ontario Regulation 131/16 Sexual Violence at Colleges and Universities and Annual Reporting.

Carried

6.5 Affirm College Legal Representation

The Board is responsible for approving the appointment of legal representation for Northern College. Mr. MacDougall presented a recommendation to appoint Borden Ladner Gervais for non-labour relations matters, Hicks Morley for labour relations matters, and to use local representation when it makes sense to do so. Both BLG and Hicks Morley are commonly used by public colleges in Ontario. They are well acquainted with the relevant collective agreements, governance and regulatory requirements.

Moved by: K. Grenke
Seconded by: D. Naveau

Motion
44-06-24

THAT the Board of Governors approve the appointment of Borden Ladner Gervais (BLG) LLP for general, corporate and student-service legal services for a 5-year period beginning July 1st, 2024.

AND THAT the Board of Governors approve the appointment of Hicks Morley for labour relations and arbitration, for one year effective September 1, 2024 to August 31, 2025.

Carried

6.6 Appointment of Internal Representatives

President Dumas presented a report from the Internal Elections Committee recounting the internal elections process and results.

Moved by: D. Patel
Seconded by: E. Poulin

Motion
45-06-24

THAT the Board of Governors accepts the Internal Elections Committee recommendation for the appointment of Mikayla Lachance, Eliisa Ollila, and Samantha Frappier as internal representatives to the Board pursuant to the Internal Elections process.

Carried

6.7 Draft 2024-25 Board Meeting Schedule

Chair Molyneaux presented the draft schedule for next year's Board meetings. The January meeting will once again be held in Moosonee. This will ensure that the ice road will be available between Moosonee and Moose Factory.

The Fall planning meeting will take place in Kirkland Lake. The meeting will take place on campus, but the planning meeting will be held off site.

Moved by: C. Ellis
Seconded by: D. Patel

Motion
46-06-24

THAT the Board of Governors approve the 2024-2025 Board Meeting Schedule as presented.

Carried

6.8 Summer Recess 2023

President Dumas explained that a summer recess is declared by resolution at the June meeting with the Executive Committee being empowered to act on behalf of the Board during the recess. The Executive Committee deals with any general items requiring Board approval during the recess. There may be a few tenders for capital projects that will require approval from the Executive on behalf of the Board.

In the case of an extremely unusual circumstance, a Special Meeting of the Board would be called.

Moved by: D. Naveau
Seconded by: D. Patel

Motion
49-06-24

THAT the Board of Governors declare a summer recess for the months of July and August 2024;
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 Program Approval: Project Management

SVP Lessard reviewed the Project Management Ontario College Certificate program for approval. It is currently only offered to international students. In order to be offered to domestic students and receive eligibility for funding, the program must be submitted to MCU. It has been approved by the Quality Assurance Committee, the Academic Working Group and the Senior Management Team. The Board is requested to approve sending this program to the Ministry for funding approval.

This program provides a step towards the Project Management Professional designation. The department will be working throughout the summer to better align the programming towards this designation. It will fulfill part of the study requirements for the PMP designation.

Moved by: F. Gibbons
Seconded by: J. Harrington

Motion
47-06-24

THAT the Board of Governors approve the Project Management program to be submitted to MCU for funding approval.

Carried

6.10 Approval of Contract Awards

Governor Harrington has declared a conflict with this item.

Mr. MacDougall detailed each of the capital projects that are ready to be awarded to the selected contractor. All projects are funded by the College capital reserve funds. The Capital Renewal Funding has yet to be announced from the Ministry. If this funding is received, it will be allocated to ongoing projects to further ensure they are within budget.

6.10.1 Kirkland Lake Innovation Hub Environmental Lab

This project includes the physical renovation of the space. No equipment is affected. The architecture contract was previously awarded.

6.10.2 Kirkland Lake Welding Shop Brick Renewal

This project includes the brick envelope outside of the welding shops.

6.10.3 Haileybury Campus Veterinary Sciences Building Re-Roofing

The existing Veterinary Sciences building is in need of re-roofing. The extent of the work required has doubled the initially proposed budget. Other projects have been deferred and contingency funds are available to ensure that the capital expenditures stay within budget.

Moved by: F. Gibbons
Seconded by: K. Wojtus

Motion
48-06-24

THAT the Board of Governors of Northern College approves N. Lacroix Plumbing and Heating Ltd. of Timmins as the contractor for the Kirkland Lake Innovation Hub Environmental Lab project with a bid of \$540,677.88 + HST.

THAT the Board of Governors of Northern College approves G&S Enterprises Ltd. of Timmins as the contractor for the Kirkland Lake Welding Shop Brick Renewal project with a bid of \$548,900.00 + HST.

THAT the Board of Governors of Northern College approves Designed Roofing Inc. of North Bay as the contractor for the Haileybury Veterinary Sciences Building Re-Roofing project with a bid of \$906,000.00 + HST.

Carried

7. Reports and Information

7.1 Financial Reports:

7.1.1 Verbal Report for the period ended May 31, 2024

ASVP MacDougall provided a verbal update. There have been no major changes or variances since the last report.

7.1.2 Investment Report as of March 31, 2024

Mr. MacDougall reported that the equity mix of the College's investment portfolio remains within the specified range. There has been a decrease in earnings from last quarter, however it is still growing. Overall, the portfolio has been an increase in market value by 3.74M since inception.

7.2 Quarterly Risk Management Report

Mr. MacDougall presented June monitoring report. The tool used for risk management continues to be populated and heat maps are being generated. Twenty main risks have been identified, not relating to the Public-College Private Partnership. The existing PCPP Risk Registry is being incorporated into this tool.

7.3 Enrolment Report

SVP Lessard reported that no new programs were offered in the Summer 2024 semester. Only continuing programs that began in January 2024 have current enrolment. This has allowed dovetailing of January intake with those beginning their second year in September 2025, creating cost savings for the College, reducing attrition rates and increasing student success opportunities.

7.4 Strategic Mandate Agreement

Mr. Lessard provided a brief overview of the Strategic Mandate Agreements. These are bilateral agreements between the Ministry of Colleges and Universities and Ontario's colleges, which dictates a performance-based grant as part of the funding envelope. Twenty-five percent of the College's funding from the Ministry comes from SMA. The remainder comes from other from grants and enrolment-based funding.

SMA is meant to support differentiated continuous improvement, and it is designed to be competitive. There are 10 performance metrics and a financial consequence for falling below targets. There is no additional benefit to achieving above the targets. Colleges are given the opportunity to weight the metrics according to their own goals and priorities.

He explained that incentivizing one of the metrics, such as graduation rate, is balanced by another metric, such as employer satisfaction. This ensures quality and integrity standards remain high, while encouraging colleges to provide Student Success initiatives to help support students to graduate.

As Northern College has generally achieved or surpassed its targets year-over-year, the SMA-weighting is not being changed for this year.

7.5 Annual Monitoring Reports

President Dumas presented the monitoring reports provided on an annual basis. The President confirmed we have complied with the policies and executive limitations. These annual monitoring reports are required by our Bylaw 1.

7.5.1 Partnerships & Collaborative Initiatives

There were many collaborative initiatives undertaken in the last year. Though Northern is always interested in more opportunities to partner with industry and community. There has been a particular focus on supporting sporting events, as these are also form part of recruitment strategies.

New and renewed partnerships include the Polar Bear Habitat, Timmins Sports Heritage Hall of Fame, SMS Equipment, Spot Youth Unlimited Centre, Take Two Theatre, Interfor, and Timmins and District Hospital.

Governors noted that there were not as many events in Haileybury or Kirkland Lake Campuses. It was noted that the College is open to hearing of more opportunities and contacts are encouraged to reach out or provide their contact information to the External Relations department.

7.5.2 Compliance Report: Policy D-4 Program Advisory Committees

The President presented the Program Advisory Committees Policy Compliance Report, as compiled by SVPA Lessard. Apart from the Law Clerk PAC, he indicated that we have been in compliance with Board Policy D-4. A plan is currently underway to determine the path forward for this inactive PAC.

Two new PACs will become active in the next year: Office Administration and

General Arts and Science. A total of 34 new members have joined the various committees. Board members are encouraged to participate in PACs.

7.5.3 Compliance with Executive Limitations Policies

President Dumas 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-11 Asset Protection
- D-12 Financial Matters
- D-13 Insurance
- D-14 Commitment to Quality
- D-15 Staff Relations
- D-16 Risk Management

He detailed recent compliance activities, and the Board was presented with an annual summary of revenue-generating leases, as required by D-9 Facility Leasing.

7.5.4 College Signing Authority

President Dumas confirmed the signing officers named in the banking resolution and noted that the requirement to have two signatures on all binding agreements remains unchanged.

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

Moved by: D. Patel
Seconded by: K. Wojtus

Motion
50-06-24

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

Carried

7.6 Five-Year Program Plan

SVPA Lessard presented the Five-Year Program Plan. This is the precursor to the development of the Strategic Enrolment Management Plan. It details the development of all programming, including credit and non-credit, micro-credentials and contract training. This plan ensures that programming offered by the College is relevant to community needs, student interest, and industry needs.

The Academics department is building tools to drive the completion of the plan, including a New Program Development Template and the process to follow to ensure consistency.

This plan is a living document, which will change as needed. Updates to this Plan will be presented to the Board on a regular basis.

7.7 Report from Northern College Indigenous Council on Education

Governor Bird provided a verbal update to the Board. The NCICE provided input on the planned outdoor gathering space to be located at the rear of Timmins Campus. They sought alternatives to tobacco, which typically is included as a sacred medicine, but does not grow well in our climate.

The NCICE is seeking new membership for September.

7.8 President's Report

President Dumas presented his report and highlighted some exciting activities. The tender process for the Strategic Plan consultant was concluded and MNP has been awarded the contract. He attended the installation of the new Timmins Police Chief and the grand opening for Côté Gold. There have been four Northern College graduation ceremonies so far, with another four more this week.

7.9 Reports from Advisory Committee Board Representatives

Governor Patel attended the Civil and Mechanical Engineering Technician PAC meeting. He noted that there are many new members, who have provided lots of input on programing. They are currently seeking joint-ventures to provide opportunities for future employment.

7.10 Board Member Community Related Updates

Governor Grenke noted that he had the opportunity to meet with an IRCC government official and shared the contact information for Northern College. He expressed advocacy for college policy.

7.11 Governors Completing Terms

Several governors will complete their terms on August 31, 2024. Their contributions to the Northern College Board of Governors have been invaluable.

Cathy Ellis is completing two terms on our Board of Governors. John Harrington is completing his second term as Support Representative. Pat Hamilton is completing her term as Academic Representative. Eric Poulin is completing his term as Administrative Representative. Dhruvraj Chaudhari is completing his term as Student Representative.

On behalf of the Board, Chair Molyneaux and President Dumas thanked Governors Ellis, Harrington, Hamilton, Poulin and Chaudhari.

8. Move to In-Camera Meeting

Moved by: C. Ellis
Seconded by: D. Patel

Motion
51-06-24

THAT the Board of Governors move in-camera at 1:21 pm.

Carried

9. Report from In-Camera Meeting

Moved by: D. Patel
Seconded by: F. Gibbons

Motion
52-06-24

THAT the Board resume the open session at 2:00 pm.
AND THAT matters discussed proceed as presented.

Carried

10. Next Meeting

10.1 Thursday, September 19, 2024 (Kirkland Lake - TBA) – 10:00 am
Friday, September 20, 2024 (Kirkland Lake Campus) – 9:00 am

10.2 Future Agenda Items

The Chair invited governors to forward any requests for agenda items to Executive Assistant, Leslie Hanes.

11. Motion to Adjourn

Moved by: J. Harrington
THAT the meeting be adjourned.
Time noted at 4:05 pm.

Motion
53-06-24
Carried

Leslie Hanes
Executive Assistant to the Board