

Minutes of Regular Board Meeting, December 14, 2018
River Campus Boardroom
10:00 a.m. – 1:22 p.m.

Present

Board

Bouvier, Myrna
Durocher, Jackie (Acting Chair)
Deschambeault, Val
Everest, Crystal
Fern, Victor (via phone)
Robertson, Scott
Watt, Hugh

Staff

Chrispen, Cherise
Greschner, Toby (CEO)
Kyplain, Jennifer (Recorder)
Young, Shelley

Regrets

Desjarlais, John
Penney, Guy

1. CALL TO ORDER @ 10:05 AM

2. OPENING PRAYER – V. Fern

3. ADOPTION OF THE AGENDA

Add: in-camera session after item #5. Business Arising from Minutes, as Victor will only be joining the meeting via phone for a limited time. Victor is at work and on night shift.

12-14-2317	MOTION	Moved by, seconded by, to adopt the agenda as amended. .../carried
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4. MINUTES

4.1 Minutes of the October 26, 2018 board meeting

12-14-2318	MOTION	Moved by, seconded by, to approve the minutes as presented. .../carried
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5. BUSINESS ARISING FROM MINUTES - None

6. IN-CAMERA

12-14-2319	MOTION	Moved by, seconded by to move to an in-camera session at 10:07 AM. .../carried
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12-14-2320	MOTION	Moved by, seconded by to move to an out-of-camera session at 10:20 AM. .../carried
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7. REPORTS

7.1 VP, Academics (handout & in-person)

- ABE

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- ABE students are coming to the conclusion of semester one. Final exams will be completed on December 20 and the new semester will begin on January 9, 2019.
 - Adult Essential Skills will begin in the community of Jans Bay in the new year.
 - ABE Graduation will be held May 29, 2019 at the JRMCC.
 - University
 - On November 27, 2018 our University Department hosted an open house for prospective new students for the 2019-20 academic year. We had a very good turnout from the two high schools in town as well as from the school in Stanley Mission. Many students in our Adult 12 program took part in the event.
 - On November 7, 2018 we welcomed a group of visitors from the U of S College of Nursing, which included the Dean. They toured our facility and met with us to discuss how things have been going for our students. During the evening portion of their visit, we hosted an informal gathering where students were encouraged to share their experiences with respect to their journey to becoming nurses. Health representatives from the community were also in attendance.
 - On November 9, 2018 we were very pleased to host a delegation from the University of Regina that included the Deans of Social Work, Business Administration and Education, as well as the Director of Flexible Learning and the Vice-President and Provost. We discussed current and future relations with the University.
 - University Graduation is May 4, 2019 at the JRMCC.
 - Technical, Trades & Mining
 - The Diamond Driller Helper program completed November 3 in Stony Rapids with ten students successfully completing the program. Three of the graduates were hired by Team Drilling immediately upon completion. The remaining students are expected to be hired early 2019 as Team Drilling gets more contracts. A spring intake may be run depending on industry need.
 - Community Safety Officer training successfully completed on November 10 in Pelican Narrows. The nine students selected into this program were already employed as Peacekeepers with Peter Ballantyne Cree Nation. This training improved their skills and abilities, allowing them to provide enhanced, proactive security services within the community. Since the Peacekeepers program was originally introduced in 2017, crime has been reduced and this supplementary training will strengthen their efforts further.
 - Health programming which includes CCA, Mental Health & Wellness, and LPN are running smoothly with clinical and field placements occurring in November and December for 24 students.
 - Early Childhood Education, 3 students were selected to be on Sask. Polytechnic's Dean Honour Roll.
 - Trades and Tech Graduation is May 30 at JRMCC.
- 7.2 VP, Student Affairs (handout & in-person)
- Student Services
 - January 1 is the start of our 2019-20 admissions season. Staff is busy preparing marketing tools and admission documents (e.g. calendar, bulletins, brochures, admissions packages). The new website will be live this month and contain all the 2019-20 program information.
 - For admissions into programs, we have established an “over enrollment” buffer, as to make sure all our programs are filled up. There are has a lot of instances

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where a program has been filled but just at the beginning of the first class, not all students show up for some reason.

- Admissions is very much a team effort across the entire college.
- Student advisors are busy working to accept students into the second semester of ABE. Along with this task also come scheduling classes for both the new and continuing students. Orientation will occur on January 8 for the second semester intake.
- The winter semester for University also starts in January so registration and ensuring compliance of program requirements has been at the forefront for advisors working with University students, both continuing and new. Orientation already occurred for these students.
- So far this year, 154 student loan applications have been processed, big jump from previous years.
- Creighton is housing 9 students currently and Buffalo Narrows has 6 students. La Ronge is currently housing 36 students in 32 units.
- Student T.V. scrolls are now up in all five campus locations.
- Just completed a sober November campaign with the help of the App. Some students shared some powerful stories about their journey to sobriety and their struggles with trying to live with addictions.
- The food pantry pilot program that was started in the fall has been very successful. In the three months that it has been operational we have handed out 454 items to students at the Rock, River and Canoe campuses. We have received 215 items back from students. Similar programs are run in other institutions.
- Cherise gave the history and update of the Scholarship Foundation. She presented a written report and budget.
- Marketing & Public Relations
 - Staff have been busy working on the new website and the designing of the 2019-20 calendar. Both projects are expected to be completed in December in time for admissions season. There are some student success stories coming out in the new year along with the first edition of a college newsletter. The name of the newsletter is still being determined.
 - Marketing staff, along with advisors will be planning trips to individual communities and schools to present programming.
- Community & Cultural Engagement
 - Student Services is working with the Cultural and Community Engagement Coordinator to blend upcoming honoured guest visits with current plans to increase efficiencies.

7.3 VP, Finance and Operations (handout & in-person)

- Facilities/Capital Planning
 - As per handout presented.
 - 2019-2020 Priorities – PMR Proposal & Tentative Capital Plan presented by Shelley Young. This proposal will go to the Minister for their consideration.

12-14-2321	MOTION	Moved by . . . , seconded by . . . to approve submission to the Minister of the PMR Proposal and Capital Plan as presented. . . ./carried
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- Information Technology
 - As per handout presented.

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- Human Resources
 - As of October 18, 2018 we were recruiting for two instructor positions and one administrative position. One instructor position has been filled with an external candidate and other position is on hold. The administrative position was filled with an internal candidate. MNP has been contracted to assist with the recruitment for the Accounting Manager position.
 - So far this year 20 new employees have joined the college.

12-14-2322	MOTION	Moved by, seconded by, to approve the reports as presented. .../carried
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8. BUDGET AND FINANCE

- As per handout and presentation

12-14-2323	MOTION	Moved by, seconded by to approve the Budget and Finance report as presented. .../carried
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9. CHAIR – no report

10. CEO

- The Vice Provost Academic and four other deans from the University of Regina came to meet with us. The purpose of the meeting was to discuss the expansion of university program offerings in the north.
- Travelled to the community of Sandy Bay and met with a group of potential university students. Following along on the success we have seen over the past semester with the offering of university programming in La Loche, we have agreed to offer first year university courses via distance technology starting in the fall of 2018 in Sandy Bay. Our partner, NLS D, has agreed to provide a classroom as well as the high speed internet connection.
- The Regional College Task Force comprised of college CEO's and ministry officials met a number of times over the summer. The final report has been completed and submitted to the Minister.
- We have met a number of times over the past few months with Chiefs, businesses, training agencies and community leaders to begin the development of an Athabasca Training Strategy. We are in negotiations with the current owner, and potential new owner, of the A & L Transport building in Stony Rapids. The building, we hope, will eventually become Caribou Campus. Our initial plan is to be offering an ABE program as well as a trades program, and a diamond driller helper program starting in the fall.
- Attended the inaugural meeting of the STF working group established to oversee the process for charting a new path for the future of K-12 education in this province.
- Continue to develop our partnership with SaskPower on two fronts. First, working with the community to develop a training plan for the community of Cumberland House and Cumberland House Cree Nation. They are undertaking renovations on the power generating facility in that region and would like to involve as much local labour as possible. Second, further expanding power lineman program.

12-14-2324	MOTION	Moved by, seconded by to approve the CEO report as presented. .../carried
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11. ITEMS FOR DECISION

- 11.1 Board Committee member selections
- Board Governance

12-14-2325	MOTION	Moved by, seconded by, to open nominations for membership of the Board Governance committee. <div style="text-align: right;">. . ./carried</div>
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12-14-2326	MOTION	Moved by, seconded by, to nominate J. Durocher, V. Deschambeault, S. Young and J. Kyplain to the Board Governance Committee. <div style="text-align: right;">. . ./carried</div>
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12-14-2327	MOTION	Moved by, seconded by, that nominations cease. <div style="text-align: right;">. . ./carried</div>
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- Finance & Audit

12-14-2328	MOTION	Moved by, seconded by, to open nominations for membership of the Finance & Audit committee. <div style="text-align: right;">. . ./carried</div>
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12-14-2329	MOTION	Moved by, seconded by to nominate S. Robertson, C. Everest, T. Greschner and S. Young to the Finance & Audit Committee. <div style="text-align: right;">. . ./carried</div>
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12-14-2330	MOTION	Moved by, seconded by, that nominations cease. <div style="text-align: right;">. . ./carried</div>
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- HR & Compensation

12-14-2331	MOTION	Moved by seconded by, to open nominations for membership of the Finance & Audit committee. <div style="text-align: right;">. . ./carried</div>
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12-14-2332	MOTION	Moved by, seconded by t to nominate M. Bouvier, J. Durocher and V. Fern to the HR & Compensation committee. <div style="text-align: right;">. . ./carried</div>
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12-14-2333	MOTION	Moved by, seconded by, that nominations cease. <div style="text-align: right;">. . ./carried</div>
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- 11.2 Annual Report
- 2017-2018 Annual Report presented.

12-14-2334	MOTION	Moved by , seconded by , to approve the 2017-2018 DRAFT Annual Report as presented. <div style="text-align: right;">. . . /carried</div>
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- 11.3 Surplus Item disposal
- List of items presented.

12-14-2335	MOTION	Moved by , seconded by , to dispose of the surplus assets left behind by NORTEP/NORPAC. <div style="text-align: right;">. . . /carried</div>
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- 11.4 Education Leave Application

12-14-2336	MOTION	Moved by , seconded by , to approve Chandra McDougald’s education leave request as presented. <div style="text-align: right;">. . . /carried</div>
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- 11.5 New Date of next meeting

12-14-2337	MOTION	Moved by , seconded by , to change the Friday, March 1, 2019 date of the Regular Board Meeting to a new date of Friday, February 15, 2019. <div style="text-align: right;">. . . /carried</div>
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- 11.6 Ministers Visit
- Minister would like to come up to La Ronge to meet with the Board and Sr. Staff next month. It was determined that most of the Board will not be available for the month of January; therefore, we will see if this visit can be arranged the same time as the next regular board meeting of February 15, 2019.

12. ITEMS FOR DISCUSSION

- 12.1 Teacher Education Program
- After an initial meeting with GDI in late October, we received a follow up email from them outlining their plans to offer university programming, specifically a teacher education program, in La Ronge.
- 12.2 Town of Creighton
- Town would like to purchase college land, presented by the Shelley.
 - It was determined that we will need more information.
 - Tabled until February meeting.
- 12.3 Community Sponsorship/Donation Policy
- New policy presented to Board for review.

13. CLOSING PRAYER/ADJOURN

12-14-2338	MOTION	Moved by to adjourn the meeting at 1:22 PM. .../carried
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