

Minutes of the Regular Board Meeting, February 15, 2019
River Campus Boardroom
9:00 a.m. – 12:47 p.m.

Present

Board

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

Staff

Chrispen, Cherise
Greschner, Toby (CEO)
Kyplain, Jennifer (recorder)
Penney, Guy
Young, Shelley

Regrets

Desjarlais, John

1. **CALL TO ORDER @ 9:12 AM**
2. **OPENING PRAYER – V. Fern**
3. **ADOPTION OF THE AGENDA**

02-15-2339	MOTION	Moved by , seconded by to adopt the agenda as presented. <div style="text-align: right;">. . . /carried</div>
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4. **MINUTES**
 - 4.1 Minutes of the December 14, 2018 board meeting

02-15-2340	MOTION	Moved by , seconded by to approve the minutes as presented. <div style="text-align: right;">. . . /carried</div>
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5. **BUSINESS ARISING FROM MINUTES - None**

6. REPORTS

- 6.1 VP, Academics (handout & in-person)
 - ABE
 - Semester two of the current academic year began on January 8, 2019. The Canoe building continues to be a hub of activity on the ABE front. We continue to make more courses available to students as they strive to complete a Grade 12.
 - An Adult Essential Skills program began in Jans Bay on February 4, 2019. In addition, we are about to enter into another partnership with the LLRIB to offer an Adult Essential Skills program in Hall Lake.
 - On January 23, Russel and Guy visited the Far North to discuss program options for the 2019/20 academic year. The discussions were helpful and a

model of delivery for ABE was discussed that may permit us to expand our offerings.

- On January 29, Russel and Guy visited Cumberland House. Meetings were held with municipal officials as well as the band. Discussions were around all program areas looking ahead to next year.
- The Graduation ceremony for Adult Basic Education group of students will take place on May 29, 2019 at the JRMCC.

- University

- Year four education students have returned at the Rock Campus after a successful internship experience. All 14 students made it through the four month long endeavor and have come back with many learning experiences. They are currently in their last semester and are very much looking forward to graduation. We had prospective employers make presentations to our students in the hope they might possibly join their respective organization.
- We continue to strive to make University Programming more accessible to more communities in Northern Saskatchewan. Our expansion this current academic year included the community of La Loche. This has proven to be a very successful endeavor for our organization, the community and most importantly, the students. Looking ahead to next year, we are exploring the possibility of making University Programming available in the community of Sandy Bay.
- University Graduation will take place on May 4, 2019 at the JRMCC.

- Technical, Trades & Mining

- On February 6, 2019, an open house was held in Air Ronge to showcase our program offerings in the Trades and Technical areas. We had a fantastic turnout from the community. Approximately 150 students, teachers and community members were in attendance to take part in the event. Many prospective students were given an upfront look at our programs, which led to several students filling out applications on the spot with our student services personnel who were in attendance. The simulators at the mine school were a big hit at the event.
- The Graduation ceremony for the Trades and Technical group of students will take place on May 30, 2019 at the JRMCC.

6.2 VP, Student Affairs (handout & in-person)

- Student Services

- Admissions season started January 1. Every year we are doing a better job of creating efficient, systematic, understandable, user focused, and creative admission processes and procedures.
- To date we have had 304 applications for the 2019-20 programs at the same time in 2017-18 we had 74 applications and for 2018-19 we had 143 applications.
- A listing of community visits attached. This listing is not complete as we are still working to solidify dates in some communities.
- We applied and were approved for a pilot project through the Ministry of Immigration and Career Training Labour Market Services Office in Meadow Lake. It is valued at \$20K worth of tuition and books support. Unfortunately, this has a super specific and limiting criteria that our accepted applicants must meet. Their focus is on the individuals who have been laid off from the resource industry.

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- Creighton is housing 12 students and Buffalo Narrows has 15 students as of January 31, 2019. As of February 4, La Ronge is housing 31 students in our 32 units. The waitlists for La Ronge student housing sits at 65.
 - Marketing & Public Relations
 - Marketing has moved to a bit more aggressive social media presence than previously enacted. Along with highlighting program bulletins, we have a series of four videos being released that highlight Mining and University programs.
 - Community & Cultural Engagement
 - We have been implementing monthly themes to help engage with students, improve or help to maintain wellness. For the next few months we are offering information and engagement around nutrition, combating stigma on mental health, sexual wellness, and cultural pride. We will also be leading a sober month.
- 6.3 VP, Finance and Operations (handout & in-person)
- As per handouts.
 - Staff in-service will be held June 3-5, at which time we will be doing training on Office 360.
 - Facilities/Capital Planning
 - As per handout.
 - On January 1, 2019, Ken received a call that the sprinkler-head and pipe in one of the rooms at the Canoe froze and ruptured. He managed to stop the water flow quickly and which time Northway Janitorial was on the scene already working to dry out the area. The water did get to almost all the floors in the same wing and did fill the pit to about 2 inches deep. It should also be mentioned that the Fire Chief and Deputy have been involved from the beginning. We have been working with Winmar, a property restoration specialist and SGI for insurance purposes.
 - We have been experiencing continuous alarms system issues and are considering terminating the contract for service in favour of either a public tender, or no alarm at all.
 - A recent trip to the Buffalo Narrows campus was made to make some small repairs.
 - On February 4, the circulating pump on the water line quit working at the Creighton program centre. AJ's plumbing came to the rescue and suggested the College keep water running until they can either procure a part or a motor to replace the existing. Classes were let out for one day as a result.
 - Information Technology
 - Office 365 migration was successful.
 - Signed agreement of usage for 50 percent of the fiber is complete with SRnet.
 - Human Resources
 - To date, 27 new employees have joined the College.
 - At December 4, 2018 we were recruiting for 3 instructors, we filled one position with an external candidate and two postings were cancelled. We have made an offer for the Accounting Manager position and it has been accepted, we anticipate a March 1, 2019 start date.

02-15-2341	MOTION	Moved by . . . , seconded by . . . to approve the reports as presented. .../carried
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7. BUDGET AND FINANCE

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- Quarter #2 Reports presented. These were reviewed and presented by S. Young.
- New hire for accountant.
- Procurement audit has been a long process. We should be getting an audit findings report sometime in March, may need to set up a quick meeting with the appropriate board committee.
- Procurement policy needs to be signed by the Board.

02-15-2342	MOTION	Moved by . . . , seconded by . . . to approve the Budget and Finance report as presented. . . ./carried
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8. CHAIR

- Verbal Report

02-15-2343	MOTION	Moved by . . . , seconded by . . . to approve the Chair verbal report as presented. . . ./carried
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9. CEO

- Verbal Report.
- Ministers Response to the Regional College Task Force was discussed.
- Athabasca Training Strategy (Caribou Campus); originally there was an agreement to start the process in having one campus in Stony Rapids, however, there are concerns from some surrounding communities about moving to Stony Rapids. This is an issue with having one campus in the Far North. There is a possibility of offering 10-12 courses due to the fact that only K-9 is offered currently and to pursue further high school students need to move south or to La Ronge for their grade 10-12.
- Student housing as per handout. Our current agreement for Burns and Hall apartments expires July 31, 2019. We are in dire need of housing. We need to look at options and where we go from here. CEO will begin to formulate a strategy.

02-15-2344	MOTION	Moved by . . . , seconded by . . . to approve the verbal CEO report as presented. . . ./carried
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10. ITEMS FOR DECISION

11.1 March Meeting

- Our next regular board meeting is not until May 10. There are a few items that need to be taken care of before this date; therefore, we should set a meeting for March.

02-15-2345	MOTION	Moved by . . . , seconded by . . . to set a regular board meeting for Friday, March 22. . . ./carried
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11.2 Committee Meeting Dates

- It was discussed and determined that these will be set to coincide with regular board meeting dates.

11. ITEMS FOR DISCUSSION

- 11.1 CIGan Conference attendance
 - The conference will be held in Niagara Falls on May 5-7, 2019.
 - Discussed and determined attendance of Board and Staff.
- 11.2 Board training
 - The public sector governance program through Johnson-Shoyama will be offered in Saskatoon on March 29, April 12 & April 26, 2019.
 - Discussed and determined registration of appropriate Board.
- 11.3 Chamber Request
 - The La Ronge & District Chamber of Commerce has planned for the 2nd Annual Awards and Recognition Gala to be held April 27, 2019.
 - Request sponsorship of an award and table for \$1500.00, this includes a corporate table and six tickets to the Gala.
 - Crystal Everest abstained from voting, as she is the Chair of the organization.

02-15-2346	MOTION	Moved by . . . , seconded by . . . that the college sponsor \$1500.00 that includes an award, corporate table and six tickets to the gala. <div style="text-align: right;">. . ./carried</div>
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12. IN-CAMERA

13. CLOSING PRAYER/ADJOURN

- V. Fern closing prayer

02-15-2347	MOTION	Moved by . . . to adjourn the meeting @ 12:47 PM. <div style="text-align: right;">. . ./carried</div>
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