

Minutes for Regular Board Meeting, February 21, 2020

Head Office Boardroom

9:00 a.m. – 12:42 p.m.

Present

Board

Bouvier, Myrna
Deschambeault, Val
Durocher, Jackie
Everest, Crystal
Fern, Victor, **CHAIR**
Watt, Hugh **via phone**

Staff

Chrispen, Cherise
Kyplain, Jennifer, **Recorder**
Ratte, Ron
Young, Shelley

1. **OPENING PRAYER/ACKNOWLEDGEMENT** – M. Bouvier
2. **CALL TO ORDER @ 9:08 AM**
3. **ADOPTION OF THE AGENDA**
 - 3.1 *Additions: 10.4 Employee appreciation*

02-21-2441	MOTION	Moved by, seconded by, to adopt the agenda as amended. .../carried
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4. MINUTES

- 4.1 Minutes of the December 20, 2019 board meeting

02-21-2442	MOTION	Moved by, seconded by, to approve the minutes as amended. .../carried
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5. BUSINESS ARISING FROM MINUTES - none

6. REPORTS

- 6.1 Academics (handouts & in-person)
 - ABE
 - 11 ABE programs in progress, with 3 of these programs that started on January 8, 2020.
 - AES in Sandy Bay has been approved by the Ministry and by PTA. It is scheduled to begin on February 25, 2020, providing an instructor can be secured.
 - AES in Deschambeault Lake has been cancelled due to being unable to secure an instructor, in spite of changing the start date to February 24.
 - Met with northern contacts on February 5, 2020 to discuss potential programming in the Far North for next year.
 - Exploring options with D'TI to partner on programming for fall 2020.
 - University
 - Planning fall 2020 and winter 2021 course offerings.
 - Finalizing spring 2020 course offerings.
 - Working with College of Nursing, University of Saskatchewan on community engagement and recruitment. Northern tour planned for March 9-11, 2020. Previous graduates from the program will be joining the tour. It was suggested from a Board member to stop in Pinehouse and Beauval.
 - Working on recruitment of students in Sandy Bay for university programming.

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- Working with GDI to offer an M. Ed starting summer 2020. Held an information night on January 13 and there was a lot of interest.
 - Staffing: Manager has not been filled as of yet; therefore, TAHD for a coordinator position, so we have 2 coordinators.
 - Hired a nursing instructor to start on March 5.
 - Open House on March 11 – The Rock and Mine School
 - U of R came up to do an administration night. U of R waived the administration fee.
 - Brokerage model – working on this, needs to be consistent.
 - Technical, Trades & Mining
 - Sask Polytechnic no longer offers the certificate (level 2) for the ECE program, therefore, we are exploring options with Lakeland to offer this program.
 - Looking at partnering with DTI to offer ECE here in La Ronge for the fall 2020.
 - SaskPoly has been here and did sight visits for several programs and are happy with how we are running the programming.
 - Powerline Technician is getting ready to start March 9, 2020.
 - Working on 2020-21, 2021-22 and 2022-23 program offerings.
- 6.2 VP, Student Affairs (handout & in-person)
- Student Services
 - Students Services new and internal employees changing positions are: Sue Carriere, Manager of Student Affairs, Heather Anwender, Student and Campus Services Coordinator (Creighton), Marlene Nicholls, Student and Campus Services Coordinator (Buffalo Narrows), Dorothy Nelson, Student Advisor (La Ronge) and Cheryl Bergen, Student Advisor (La Ronge).
 - Admissions season started January 1, 2020. The data continues to back up our current approach to admissions. As of this morning we have 479 applications for our 2020-21 programs.
 - Since the last meeting, student loan applications jumped from 175 to 190, students utilize this funding source more and more.
 - Student Associations for each campus are now active and have monthly themes for student engagement and interactions through campus events.
 - Marketing & Public Relations
 - Recruitment efforts have been a bit slower to get up and rolling this year with all the new staff members. Received a few school tours, e.g. Montreal Lake brought a bus load of students.
 - With the new website, Roland was able to turn on some Google analytics as of January 5, 2020 that has been able to gather some stats for us.
- 6.3 VP, Finance and Operations (handout & in-person)
- Facilities/Capital Planning
 - Facilities has been installing more cameras in the Air Ronge campus yard and buildings as we have seen thief and vandalism increasing.
 - Eric Cardiff, is away until February 27 to complete his red seal in Carpentry.
 - The boilers have been started in the Mine School, the air balancing is complete and we had the final inspection, with Arrow Engineering approving the project as complete.
 - There has been a sea can purchased for the power linesman course to be used as a storage area. Facilities had buried a conduit pipe to have power installed for lights and plugs.
 - Facilities has been renovating the cultural centre and made an area for the traditional smudging. Also, changed out the window coverings, replaced some of the flooring, and painted the interior walls and doors. Built and installed a display cabinet to house cultural displays.
 - Information Technology

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- After another round of interviews for IT Systems Administrator, the College has offered the position to a candidate and he has accepted.
 - The SBO and IT representatives from the regional colleges met this January to discuss various ways in which we could collaborate to improve efficiencies and make better use of our collective resources.
 - Human Resources
 - To date, 27 new employees have joined the College.
 - We have a healthy turnover rate with an annual average of 5.38% which is lower than the industry standard which according to a recent LinkedIn survey, is 11.2% in Canada.
 - As of February 7, 2020 we have exceeded the target of female and visible minority employees, and are still working on meeting the targets for persons of Indigenous ancestry and person with disabilities.
 - Union ratified our agreement on Feb 10.
- 6.4 Manager of Indigenous Initiatives (in-person & handout)
- Continue to support Northlands College students by empowering them to reach their full potential and to recognize that they can overcome any obstacle by giving them support through cultural and spiritual awareness ceremonies or just by having the opportunity to talk about what they are feeling.
 - Travelled on January 21, Guy and I had an opportunity to travel to Creighton and on January 28, Elie, Guy and I travelled to Buffalo Narrows. This gave me the opportunity to see the campuses and meet students and staff.
 - The Official Opening of the Elie Fleury Culture Centre is the highlight for this month for all involved. Elie has been working in education for the past 60 years with a passion for educating on other ways of knowing and helping to advance all students and staff successes.
 - Plan on traveling to the Far North in the near future. I would like to meet with leadership and school administrators to present what Northlands College has to offer in terms of upgrading, university and technical/trades programs. Also, promoting our inclusive and supportive learning environment.

02-21-2443	MOTION	Moved by, seconded by, to approve the reports as presented. .../carried
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7. BUDGET AND FINANCE

- Narrative as presented by S. Young
- Second Quarter Financial Report as presented by S. Young.
- Modify programs that will actually happen. Meeting with program staff next week to finalize this. That way information on the Business Plan will be concise.

02-21-2444	MOTION	Moved by, seconded by, to approve the Budget and Finance Reports as presented. .../carried
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8. CHAIR

- On January 15/16 met with Board/CEO's
- Discussed the proposal of the Association of regional colleges
- Next meeting is March 15-16 Val will go as Victor cannot attend.

02-21-2445	MOTION	Moved by, seconded by, to approve the chair report as presented. .../carried
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9. PRESIDENT & CEO

- As per handout and presented.
- Student housing continues to be a top priority for our institution. Now that we are in the New Year, I will be in front of the Nortep Council along with Director of GDI and the Director of Education for LLRIB as we present a case for our collective need for student housing in La Ronge.
- Chandra and I will accompany the U of S Dean of Nursing and her entourage on March 9, 10 and 11th both here at our La Ronge Campus and in Ile-a-la Crosse, Buffalo Narrows and La Loche. Our collective goals are to meet and talk with various community members around challenges, needs and hopes for the future around nursing education in the North.
- I have been in discussions with Michelle Prytula, Dean of Education, with respect to entering into a new Bachelor of Education agreement with the University of Saskatchewan.
- The grand opening of the Elie Fleury Cultural Center will take place on Friday, February 21-2020 with many dignitaries including the Lieutenant Governor being in attendance. I am extremely proud of the hard work and dedication by many staff members to ensure that this opening is a success.
- Powerline training program is growing, with our profile being positive. Possibly 24 students registered for this year's program.
- Randy from NRT contacted us to discuss a possible partnership in having the truck driving training program. Randy assured me that NRT has adopted all the new requirements that have been mandated by the government. Unfortunately, we did not get approval from the Ministry to have this program offered. We still fully intend to pursue this further, as we feel this program would benefit the north.

02-21-2446	MOTION	Moved by, seconded by, to approve the President & CEO report as presented. .../carried
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10. ITEMS FOR DECISION

- 10.1 CIG attendance – May 3-5, 2020 in Montreal, Quebec
- As per handouts.
 - Attendance was discussed and determined.
 - J. Kyplain to register attendees and make the necessary travel arrangements.
- 10.2 Capital Purchase – 15 Passenger Van
- As per decision item overview presented.

02-21-2447	MOTION	Moved by, seconded by, to approve the request for approval from the Minister to purchase a 15 passenger van. .../carried
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- 10.3 Donation to the Golf Tournament
- As per decision item overview presented.

02-21-2448	MOTION	Moved by, seconded by, to approve the allocation of \$15,000 to Northlands College Scholarship Foundation Inc. to offset the cost for fundraising at the annual golf tournament. .../carried
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- 10.4 Employee Development Policy
- As per decision item overview presented.

02-21-2449	MOTION	Moved by....., seconded by, to approve Policy #514, Employee Development in its updated form and to replace the former Policies #514 Education Leave and #516 Professional Development. .../carried
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- 10.5 Employee appreciation acknowledgment
- The Board discussed an appreciation acknowledgment to staff and also to recognize Education Week which was back in October.

02-21-2450	MOTION	Moved by, seconded by to present college staff with a \$50 gift card and a thank you message from the Board of Directors. .../carried
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11. ITEMS FOR DISCUSSION

- 11.1 GDI Master's Program MOU
- Guy has been in discussions with Deputy Minister McLoughlin regarding a possible visit from our Minister possibly during the month of March. The hope is to coordinate a visit in conjunction with a formal announcement regarding our Master's degree partnership with GDI.
- 11.2 CEO Goals Review
- As per attached.
 - The Board reviewed and discussed.
- 11.3 Board Goals Review
- As per attached.
 - The Board reviewed and discussed.
- 11.4 Northlands College Vision Review
- As per attached.
 - The Board reviewed and discussed.
 - The vision of college needs updating and will be discussed at the next meeting.
- 11.5 Northlands College Strategic Plan Review
- As per attached.
 - The Board reviewed and discussed.
 - The strategic plan for the college needs to be updated and discussed at the next meeting.
- 11.6 April meeting – Consultant
- Discussed the possibility of having a consultant do a governance session at the April 17 meeting.
 - The Board decided that the regular meeting would take place on the evening of April 16 and the consultant can do their governance training on April 17.

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- 11.7 Golf Tournament – June 11 in Elk Ridge
- C. Everest and J. Durocher would like to be registered for the College golf tournament.
 - The June AGM/regular meeting will take place right in Waskesiu at the Hawood, since Elk Ridge is all booked up.

12. IN-CAMERA

02-21-2451	MOTION	Moved by, seconded by, to go in camera at 12:08 PM. .../carried
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02-21-2452	MOTION	Moved by, seconded by, to go out of in camera at 12:41 PM. .../carried
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13. CLOSING PRAYER/ADJOURN

- Closing prayer by M. Bouvier

02-21-2453	MOTION	Moved by, to adjourn the meeting at 12:42 PM. .../carried
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Chair

Recorder