

Minutes for Regular Board Meeting, September 23, 2016
Harbour Inn Boardroom
9:00 a.m. – 1:10 p.m.

Present:

Board

Durocher, Jackie
 Polischuk, Doreen
 Favel, Veronica
 Fern, Victor
 Sierzycki, Jodie
 Trottier, Paul (Acting Chair)

Staff

Chrispen, Cherise
 Goulet, Ordean
 Greschner, Toby (CEO)
 Kyplain, Jennifer (recorder)
 McDougald, Chandra
 Penney, Guy
 Young, Shelley

Regrets

Bouvier, Myrna
 Charles, Deborah

Guests:

Tanya Ferster, MNP
 Betsy Chan, MNP

1. CALL TO ORDER @ 9:00 & 11:49

2. ADOPTION OF THE AGENDA

- *Additions: Education Leave*
On-line banking

09-23-2743	MOTION	Moved by, seconded by to adopt the agenda as amended.	.../carried
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3. MINUTES

- 3.1 Minutes of the June 17, 2016 board meeting
- 3.2 Minutes of the June 17, 2016 Annual Board Meeting (for information only)

09-23-2744	MOTION	Moved by, seconded by to approve the June 17, 2016 minutes as presented.	.../carried
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4. BUSINESS ARISING FROM MINUTES

5. REPORTS

- 5.1 Facilities (handout & in-person)
 - Recycled pavement was given to our college by Ministry of Highways for free. This has been used at the River Campus and program centre parking lots.
 - Thank you letter for the recycled pavement to be sent.
- 5.2 Information Technology (handout)
 - PMR request to be completed from IT by the end of October.
 - Ransomware attack in June. IT and Ministry worked together and hired a 3rd party to verify there was no loss of private information. The privacy commissioner’s office has signed off and there is no issues. Everyone that may have been impacted was notified in writing.
- 5.3 Technical & Trades (handout & in-person)
 - Programs being held in different areas of La Ronge/Air Ronge until the trades building is complete. Appropriate signage has been installed in these different locations.

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- La Loche Pre-Tri Trades program running very well, community is very appreciative of what we are doing.
 - Indiginization strategy committee has been developed: Trevor Putz, Jordyn Burnouf, Ordean Goulet and Paul Ballantyne. Committee will be researching and coming up with ways to create a more inclusive environment through the presentation of a different world view, and to enhance and enrich the educational and cultural experience of the educational community.
 - Skills programs doing well, except for Buffalo Narrows. The welding and heavy equipment trades are struggling to attract students. This community does not have a big enough population and we are running out of applicants. It is also becoming apparent that the surrounding communities are not coming to Buffalo unless there is funding available for a particular program.
 - Ordean to meet with surrounding communities/school division/band offices on the west-side to discuss the possibility of sharing services such as bussing students into Buffalo Narrows.
- 5.4 Academic Programming (handout & in-person)
- Student orientation for ABE held on August 29 and University was September 1. This was hosted in La Ronge and connected to Creighton, Buffalo Narrows and Ile-a-la-Crosse via video-conferencing.
 - An ABE 2-day staff orientation was held on August 24 & 25.
 - ABE numbers at all 3 campuses are at capacity. La Ronge seeing tremendous competition for each seats.
 - Finding accommodations for college staff in Buffalo Narrows this year has proven to be very challenging. We currently have four staff members living together in one house.
- 5.5 Mine School (handout & in-person)
- Student orientation was held on August 29 for all programs.
 - Computer lab and classroom in the new building has been completed.
 - Hired a new program assistant.
 - Student numbers are lower than expected because of the lack of student funding, which is beyond our control.
 - Meeting with Cameco to discuss the future of the workplace education at mine sites.
 - Mine school promotion in other communities, student recruiter has been going hard on promotion on west/east side.
- 5.6 Student Services (handout & in-person)
- Student service and campus staff have been busy. They are working on Canada Student loan and PTA applications for accepted students. The biggest barrier to students is funding.
 - We currently have 176 active apprentices indentured to our Joint Training Committee. We are exploring options for the future of this committee.
- 5.7 Human Resources (handout)

09-23-2745	MOTION	Moved by, seconded by to approve the reports as presented. .../carried
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6. BUDGET AND FINANCE

- The college has provided educational opportunities to its staff for many years in the form of a fund recorded as liability in past years. This practice is acceptable under fund accounting; however, it was noticed during the 2015/16 audit that it should be considered a Board Appropriation from Surplus Funds rather than a liability under PSAB.

09-23-2746	MOTION	<p>Moved by, seconded by to approve the appropriation of \$281,504 for the purpose of continuing to provide education leave opportunities to Northlands College staff in accordance with its Education Leave and Short-Term Professional Development policies.</p> <p style="text-align: right;">.../carried</p>
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- Expansion of online banking: currently one staff in the finance department can view the banking activity for the college's main operating account and the payroll account. Would be beneficial for the Board to grant authority to the Director of Finance and Operations to delegate secure privileges to accounting staff for the purpose of operational efficiency (TABLED): need more information for next meeting.
- Come back with recommendation for next meeting in regards to GIC's.

09-23-2747	MOTION	<p>Moved by, seconded by to approve the budget and financial report as presented.</p> <p style="text-align: right;">.../carried</p>
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7. CHAIR – no report

8. CEO

- As per handout.
- The 2016-17 Business Plan has been approved by the Minister.
- The strategic Infrastructure proposal that we submitted has been deemed incomplete since it did not include detailed architectural drawings, which is beyond our capacity.
- An agreement has been made with SRNet, CommunityNet and the Ministry of Advanced Education. We will no longer pay for a separate SRNet connection in addition to CommunityNet.
- We have assembled a committee to lead the development of an Indigenization Strategy for the college.
- Saskatchewan Polytechnic Board rep. – there is a call out to all colleges to present names of people who are interested in becoming a board member on the Polytechnic board of Directors. Representatives need to be nominated by the Ministry.
- Discussion on a professional development opportunity.

09-23-2748	MOTION	<p>Moved by, seconded by to approve the CEO report as presented.</p> <p style="text-align: right;">.../carried</p>
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9. ITEMS FOR DECISION – Auditors joined the meeting to present the draft audited financial statements @ 11:00 a.m.

- 9.1 2015-16 DRAFT Audited Financial Statements (Tanya/Betsy, MNP)
- As per handout and power point presentation.
 - Overall audit was good.

09-23-2749	MOTION	Moved be, seconded by to approve the DRAFT 2015-16 audited financial statements as presented, contingent upon the Provincial Comptrollers approval. .../carried
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*Resumed regular board meeting @ 11:49 a.m.

- 9.2 MLA Reception – October 31
- Reception will be held in Regina with invitation going out to all Regional Colleges.
- 9.3 Bylaws (revisions)
- As per handout.
 - Minor revisions to consistency in regards to the numbering of the bylaws.

09-23-2750	MOTION	Moved by, seconded by to approve the bylaws as amended. .../carried
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- 9.4 Official opening of Mine School building
- Discussed potential date.
- 9.5 Management Terms & Conditions of Employment

09-23-2751	MOTION	Moved by, seconded by ... to approve #5, 5.1 cell phone allowance from 35.00 to 60.00 per month. .../carried
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10. ITEMS FOR DISCUSSION

- 10.1 Board attendance
- Letter to go to Ministry as per article 7(7) of the Regional Colleges Act, a letter from the Board will be sent to the Ministry in regards to attendance of a two members.
 - Letter has been drafted and will be sent.
- 10.2 Nortep/Norpac
- As per handout: letter from the Ministry
 - We are awaiting future direction from Ministry.
- 10.3 Action Plan on Accountability and Governance
- Matrix updated and sent to Ministry.

- 10.4 College signage
- D. Polischuk suggested getting a generic Northlands College backdrop.

11. CLOSING PRAYER/ADJOURN

- Prayer done by V. Fern

09-23-2752	MOTION	Moved by to adjourn the meeting at 1:10 p.m.
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Chair

Recorder

Date

Date