

Minutes of the Regular Board Meeting, September 17, 2021
Elk Ridge, Wapiti A Room, Waskesiu, SK
12:44 p.m. – 3:17 p.m.

Present:

Board

Bouvier, Myrna
 Cheechoo, Bev
 Daigneault, Nick
 Deschambeault, Val
 Durocher, Jackie
 Everest, Crystal
 Fern, Victor, Chair
 Gray, Ken

Staff

Kyplain, Jennifer, Recorder
 McDougald, Chandra, VP, Post-Secondary
 Penney, Guy, President & CEO
 Proulx, Marlee, VP, Student Affairs & ABE
 Ratte, Ron, Manager of Indigenous Initiatives - **Virtually**

1. CALL TO ORDER @ 12:44 PM

2. ADOPTION OF THE AGENDA

09-17-21-2631	MOTION	Moved by ..., seconded by ... to approve the agenda as presented. .../carried
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3. MINUTES

3.1 Minutes of the June 18, 2021 Regular board meeting

09-17-21-2632	MOTION	Moved by ..., seconded by ... to approve the June 18, 2021 minutes as amended. .../carried
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3.2 Minutes of the August 11, 2021 Special board meeting

09-17-21-2633	MOTION	Moved by ... seconded by ... to approve the August 11, 2021 minutes as amended. .../carried
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4. BUSINESS ARISING FROM MINUTES - none

5. REPORTS

5.1 Post-Secondary (handouts & in-person)

- University
 - Orientation for 2021-22 took place on August 23. It was well received and went off without a hitch.
 - Classes began for U of R on August 30 and for the U of S on September 2.
 - The hybrid model of in-person and remote learning has not been without its difficulties, but the university team, along with the support of IT, has come together to manage various issues as best as they can.
 - We will be submitting course requests for the winter term in the coming days.
 - We only have one student in La Ronge and one in Ile-a-la Crosse for year 2 Nursing, which has led to some difficulties.
 - We have signed a new MOU with First Nations University for the next two years of the Diploma of Administration.
 - Across all communities, we have 20 year 1 students in Bachelor of Education. We will need to make plans very soon on the next steps, especially in La Loche, where approximately half of the new enrollments are located.

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- Science lab instructor has taken a different position at the college. We have had an internal applicant who will not be able to start until January.
- Technical, Trades & Mining
 - Orientation has been delivered and classes are for the most part underway.
 - Each instructor has been provided with a webcam, so students that are screened out can still attend class online.
 - Continue to try to recruit additional RN's to join our Health Faculty.
 - Recruiting for an additional program assistant for Tech and Trades
 - Transportation has been identified as a barrier for students; we are working with Student Affairs to find creative solutions.
 - Working with Cameco to create a digital literacy program.
 - Met with NexGen to determine what programming needs they have.
 - Collaborating with LLRIB and Tourism Sask to offer a Retail Customer Service Program.
 - COVID 19 issues with securing students and causing barriers such as bussing from Stanley Mission.
- 5.2 ABE and Student Affairs
 - ABE
 - Seven ABE programs started on September 8: Adult 10 in Buffalo Narrows, Creighton and La Ronge; Adult 12 in Buffalo Narrows, Creighton and La Ronge. Adult 12 online.
 - The enhanced partnership with NLSD and EdCentre continues in 2021-22 as the EdCentre classes will be the backbone of the classes being offered in the fall. We will determine how to proceed with semester 2 this fall.
 - We anticipate that Adult Essential Skills partnership with LLRIB in La Ronge (Far Reserve) and Hall Lake will occur this program year.
 - We hope to run a partnership with GDI in La Ronge. This will be a short program and will likely run from March 2022 to June 2022.
 - An AES program is slated to begin in Stony Rapids on September 20. This program is in partnership with SIIT, Black Lake, Fond du Lac and Hatchet Lake.
 - Reviewing all processes/procedures that have not been reviewed since 2016. This should help with effective collaboration between ABE and Student Affairs.
 - Reviewing the FQFA process.
 - Unfortunately, many Adult 10/12 students are withdrawing due to Covid fears.
 - Student Affairs
 - Masks mandated in all Northlands College buildings. Staff and students to adhere to current MHO sanitation and social distancing processes.
 - Students have just return to campus, so far we have not seen a need for Mental Health referrals, food pantry or critical needs in any of the three campuses.
 - La Ronge housing – 32 units occupied, 56 applicants on the waitlist. Currently the Buffalo Narrows housing is closed due to Covid-19 and communal living. Creighton housing currently closed due to Covid-19 and communal living.
 - New staff: Kristy Todd, Manager of Student Affairs; Jocelyn Vandall, Manager ABE and Shelley Hillis, Sr. Coordinator of ABE.
- 5.3 Finance and Operations (handouts)
 - Information Technology
 - On June 16, 2021, the Post-Secondary Cyber Security Committee met to establish the Terms of Reference for the collaboration efforts and set up a plan for our first projects. The committee includes members from the Ministry of Advanced Education, U of R, U of S, SaskPolytechnic, the regional colleges and other post-secondary institutions in the province.
 - We agreed upon a draft for the proposed Terms of Reference. The ToR document is attached to the Board Report. Northlands College's responsibilities are to actively

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participate in meetings and initiatives established by the committee and share information regarding initiatives with other committee members.

- Northlands College submitted a tender for 315 laptops to distribute to students for the upcoming school year. The winning bidder was Comptech Innovation in La Ronge. All laptops were delivered in August for the start of the fall 2021 semester.
- Network Switch Hardware Update – Several quotes were received for the network switch hardware refresh purchase. The winning hardware provider was Dell through the vendor Softchoice. The funding from this came from the VOIP project. The new switch hardware is required to provide the Power over Ethernet capability needed to successfully implement the VOIP hardware phones. There is currently a delay on shipment of this switch hardware due to industry-wide supply constraints. We are expecting delivery in late September or early October.

5.4 Facilities

- Received \$55k for sewer and water repair in Creighton, but after a second opinion on the sewer lines it was determined that, they were not in need of replacement; therefore, the Ministry allowed us to use the extra on updating lighting.
- Admin Building – waiting on an inspection for elevator.
- Canoe Campus – one of the main boiler pumps needs replacing.
- Buffalo Narrows Housing – Still waiting to award boiler repair contract.

5.5 Human Resources (handouts)

- Currently have six employees approved to access the Education leave Fund.

5.6 Manager of Indigenous Initiatives (handout & in-person) **via virtually**

- Elders Advisory Committee press release went out on September 9, 2021. We are excited with this new initiative and hoping to get some good applications.
- September 9 Powwow demonstration was very well received; we gave out over 200 orange T-shirts.
- We continue to participate in traditional ceremonies and/or special events in the community when requested.
- Students and staff from Buffalo Narrows and Creighton campuses have requested our help with different teachings such as ceremonial protocols, constructing a sweat lodge, Tipi teachings and smudging processes. This is ongoing with travel to these campuses throughout the year.
- DRAFT job description for our Resident Elder completed, will send to CEO’s office for review.

5.7 Marketing & Public Relations (handout)

- Yesterday’s golf tournament went well, raised \$28,223, which will be matched.
- We may try another venue next year such as Candle Lake Resort. In addition, having in June 2022, as we found this year is too late and it was cold. This is all dependent on the Covid-19 situation.
- The Website and Marketing Associate position will be advertised soon, as there is a need for another person in the Marketing department.
- Our Facebook activity such as likes, followers, etc. has increased in the last 28 days.

09-17-21-2634	MOTION	Moved by ..., seconded by ... to approve the reports as presented. .../carried
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6. BUDGET AND FINANCE (handout)

- This was presented to the Audit and Finance Committee.
- V. Fern gave a quick overview.

09-17-21-2635	MOTION	Moved by ..., seconded by ... to approve the Budget and Finance Report as presented. .../carried
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7. CHAIR

- As per verbal report.
- ABE program going in Stony Rapids going ahead after V. Fern contacted the leaders from the Far North communities.
- CEO Council/ASRC meetings in Saskatoon on October 15.

09-17-21-2636	MOTION	Moved by ..., seconded by ... to approve the Chair report as presented.
		.../carried

8. CEO (handout & in-person)

- On Thursday, September 9, Northlands College was once again honoured to host the Welcome Back Powwow. From all indications, it was a resounding success with many members of the community in attendance. The Lieutenant Governor addressed the crowd and delivered greetings.
- Most of our programming options will start the year with face-to-face delivery. There are online options for university as well as ABE. Tech and Trades programs are setup in a way such that pivoting to online be something that could be accomplished quickly and efficiently.
- Met with NexGen on August 26 and will be doing so again on September 20. Discussion around programming options to support the continued development of their operation just north of La Loche. We discussed this in the context of our campus in Buffalo Narrows but also around the possibility of offering programs right in the community of La Loche.
- We continue to plan a trip to the Far North to discuss programming needs.
- We continue to monitor the COVID situation in our area as well as around the province. We have a masking mandate and we are exploring options as it relates to vaccinations. In any case, we remain ever vigilant with respect to covid protocols and are doing everything possible to ensure the safety of our students and staff. We are exploring the need of creating a new position that is primarily attached to protocols and responses such as a Pandemic Educator and Research Analyst.
- A press release went out on September 19 introducing the Northlands College Elders Advisory Council.
- We continue to attempt to find a suitable candidate for the VP, Finance and Operations position. We have been working very closely with the recruiting firm.

09-17-21-2637	MOTION	Moved by ..., seconded by ... to approve the CEO report as presented.
		.../carried

9. ITEMS FOR DECISION

- 9.1 2020-21 Audited Financial Statements (Finance & Audit Committee)
- Presentation from the auditor was made earlier with the Finance and Audit Committee.
 - V. Fern gave a quick overview.
 - The 2020-21 audit went very well.
- 9.2 Out of Scope staff – National Day of Truth and Reconciliation – September 30, 2021
- The Northlands College Collective Bargaining Agreement provides for in-scope employees to observe the new holiday proclaimed by the Federal Government, the National Day for Truth and Reconciliation, September 30, as a paid day away from work. The College provincially regulated organization and thus, Northlands College out of scope employees will require formal approval to observe the federal holiday as a paid day away for work.

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9.3 Board Fiduciary Self-Assessment and Reporting Model – submit by September 30 each board member

- As per handout, each board member will complete the form and submit to Advanced Education, attention Marcel Michaud.

9.4 Vaccination/Covid 19 Policy DRAFT

- As per handout.
- Policy 221 – Covid-19 Pandemic – Vaccinations presented.
- Once suggested made in regards to the interruption of regular and frequent testing? may need to be specific.
- In regards to non-compliance, we now have backing from Government and other Post-Secondary institutions.
- The policy will be sent to the lawyer for final review.

09-17-21-2639	MOTION	<p>Moved by ..., seconded by ...to approve the DRAFT Covid-19 Pandemic – Vaccinations, Policy 221 as presented.</p> <p style="text-align: right;">.../carried</p>
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9.5 Cheryl Jefferies – Education leave application

- Cheryl is working towards a BA degree.

09-17-21-2640	MOTION	<p>Moved by ..., seconded by ... to approve the financial support for tuition and books, \$5,250.00 for Cheryl Jefferies.</p> <p style="text-align: right;">.../carried</p>
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9.6 Current education leave applicants – Employee Development Policy 514

- Eight approved applications as of now who are completing their master’s program.
- The current policy states *that Employees who have been approved for education leave will be required to fulfil a two-for-one return to service commitment to the College immediately following the completion of their leave and/or training.*
- There was discussion about the disparity between employees who are working on their post-secondary education and remaining in their job while doing so and for those employees who vacant their job while doing their education.
- It was recommended that the return service clause in the policy be amended to reflect this disparity. The return of service clause will be revised to reduce the year of service to one for one for employees who continue to work while doing their post-secondary.
- **ACTION: J. Kyplain will update the policy and bring it to the next meeting for review and possible approval.**

10. ITEMS FOR DISCUSSION

10.1 Housing Proposal

- As per board package.
- Proposal submitted – student housing
- This was discussed and determined that this will not go forward.

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- Look into developing this College owned land to possibly be used for cultural events and gatherings. There may be federal grants available.

10.2 Dental Program Update

- Dean of Dentistry with the U of S, interested in bringing back the dental program to the north.
- The U of S is pursuing funding at this time.
- Looking into sending a capital expenditure request to the Ministry. Collaborating with the Lac La Ronge Indian Band, support letter from the Lac La Ronge Band. This can be added to the proposal.
- If all goes as planned, the program can begin by the fall 2023.

09-17-21-2641	MOTION	Moved by ..., seconded by ... to support this initiative and to seek the necessary partnerships for the proposal. .../carried
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11. ADJOURN @ 3:17 PM

09-17-21-2642	MOTION	Moved by ... to adjourn the Regular Board meeting at 3:17 PM. .../carried
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