



NORTHERN COLLEGE

BOARD OF GOVERNORS MEETING NO. 404

GENERAL SESSION

Tuesday, January 8, 2013
2:00 p.m.

Porcupine Campus Boardroom
Video and Teleconference

PRESENT:

Board:

R. McBean (Chair)
D. Wyatt (First Vice-Chair)
D. Bérubé (Second Vice-Chair)
G. Kemp (Governor At Large)
F. Gibbons (President)
T. Rosko
M. Baker
R. Foy
J. Collins
M. Miller
S. Panagapka
M. Milinkovich
A. Spacek

Staff:

P. Fortier, Executive Assistant, Office of the President and Board of Governors
B. Mack, V.P., Community, Business Development & Employment Services
L. Charbonneau, V.P., Finance, Administration & Aboriginal Services
K. Broad, Marketing & Communications Officer
L. Berthiaume, Director of Student Services, Institutional Research and Registrar

Presenter:

D. Landriault, Administrative Lead, East End Family Health Team

REGRETS:

S. Louttit
C. Carbone
C. Powers
R. Pineault

1. OPENING PROCEDURES

(a) CALL TO ORDER

Chair McBean moved the meeting into the General Session and welcomed everyone to the meeting.

(b) CHAIR'S REMARKS

Chair McBean wished everyone a Happy New Year.

2. AGENDA

(a) MODIFICATIONS/ADDITIONS/DELETIONS

Item 4(b) Presentation on Applied Research was deferred to the March meeting.

(b) ADOPTION

Moved by: G. Kemp

Seconded by: A. Spacek

THAT the agenda for the Meeting No. 404 of the Board of Governors of Northern College of Applied Arts & Technology dated January 8, 2013 be adopted as amended.

Motion

05-01-13

Carried

3. CONFLICT OF INTEREST – DECLARATIONS

The Chair called for disclosures of actual, potential, or perceived conflict of interest. Governor Kemp declared conflict with items 6 a) Compulsory Ancillary Fees and 6 b) 2013-14 Tuition Fees.

Governor Panagapka declared a perceived conflict of interest with these items; however was deemed not to be in actual conflict.

4. COMMENTS/PRESENTATIONS

Ms. Darlene Landriault, Administrative Lead for the East End Family Health Team made a presentation to the Board and elaborated on a new pilot project the clinic will be part of, in partnership with several community agencies. After the presentation, Chair McBean thanked Ms. Landriault for her presentation and President Gibbons indicated a tour of the clinic would be arranged when the Board next meets in Porcupine. The presentation is available on the Board Portal in the Board Presentations folder.

5. STANDING ITEMS/BUSINESS ARISING

(a) APPROVAL OF GENERAL SESSION MINUTES NO. 403

(Meeting Held November 13, 2012)

Moved by: T. Rosko

Seconded by: R. Foy

THAT the minutes of Meeting No. 403 dated November 13, 2012 be adopted as presented.

Motion

06-01-13

Carried

Motions from the Committee of the Whole minutes of Meeting No. 403, dated November 13, 2012 follow.

Moved by: J. Collins *Motion*
Seconded by: M. Baker *102-11-12*
THAT the Committee of the Whole Agenda No. 403 dated November 13, 2012 be adopted as amended.

Carried

Moved by: M. Milinkovich *Motion*
Seconded by: D. Wyatt *103-11-12*
WHEREAS the selection process has been duly followed;
THAT the Board of Governors of Northern College appoint Ms. Cassia Powers to the Board as the student representative, effective November 13, 2012 to August 31, 2013.

Carried

Moved by: M. Baker *Motion*
Seconded by: D. Berube *104-11-12*
THAT the Committee of the Whole Minutes No. 402 dated September 14, 2012 be approved as presented.
AND THAT motions 83-09-12 to 88-09-12 be recorded in the General Session of the minutes.

Carried

Moved by: C. Carbone *Motion*
Seconded by: D. Berube *105-11-12*
THAT the Board of Governors receive minutes of Board Executive Committee meetings held September 4 and September 14, 2012.

Carried

Moved by: J. Collins *Motion*
Seconded by: G. Kemp *106-11-12*
THAT the Board of Governors approve a 3-year contract with Heritage Paving Inc. for snow removal at the Porcupine Campus, effective November 1, 2012 to March 31, 2015.

Carried

Moved by: C. Carbone *Motion*
Seconded by: D. Berube *107-11-12*
THAT the Board of Governors approve a 5-year lease between Northern College, College Boreal and the Canadian Mental Health Association Cochrane-Timiskaming Branch for premises at 330 Second Avenue, Suite 104, Timmins, effective April 1, 2011 to March 31, 2016.

Carried

Moved by: T. Rosko *Motion*
Seconded by: J. Collins *108-11-12*
THAT the Board move into the General Session, time noted at 1:44 p.m.

Carried

(b) BUSINESS ARISING FROM PREVIOUS MEETING

(i) College Investments

Further to discussion at the November Board meeting, the college is undertaking an invitational Request for Proposals for investment services. The new services would take effect April 1, 2013.

(ii) Policy Governance Exploratory Visit

President Gibbons reported that we have been invited to visit with Canadore College's President and Board Chair and join their General Session on January 15th. Chair McBean invited members to express their interest in attending and President Gibbons, Chair McBean and Governor Kemp are available to attend. Details of the visit will be forwarded as soon they are available.

Moved by: D. Berube

Motion

Seconded by: D. Wyatt

07-01-13

THAT the Board of Governors approve an exploratory visit to Canadore College to examine policy governance as practiced by the Canadore College Board of Governors.

Carried.

Niagara College had also extended an invitation to our Board; however, given they expressed a visit at their February Board meeting is not feasible, we will need to reassess whether a visit this winter will be possible. Despite the distance, Niagara is keen to assist and of a comparable size to our college whereas Durham College (also open to our visit) is a much larger college.

Chair McBean reported on discussions with other Board Chairs during the Higher Education Summit indicating that Fanshawe College has also extended an invitation.

A report on the exploratory visit will be shared at the next Board meeting and the need for any other visits will be considered.

(c) FINANCIAL REPORT

Ms. Loran Charbonneau presented the financial report for the period ended November 30, 2012. Governor Rosko inquired about modifying the notes section of the report and Ms. Charbonneau will provide a sample alternate finance report in March for the Board's consideration. The Board will also consider receiving more frequent reports on investments after the RFP process is concluded and a firm selected.

6. NEW BUSINESS

(a) PROTOCOL AGREEMENT – COMPULSORY ANCILLARY FEES

Moved by: M. Milinkovich

Motion

Seconded by: D. Wyatt

08-01-13

THAT the Board of Governors approve the Ancillary Fees Schedule for 2013-2014 and the Protocol Agreement for Compulsory Ancillary Fees as presented.

Carried

(b) 2013-2014 TUITION FEES

Having declared conflict, Governor Kemp remained present and abstained from voting.

President Gibbons provided background on our practice for tuition increases.

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| Moved by: D. Berube | Motion |
| Seconded by: J. Collins | 09-01-13 |
| THAT the Board of Governors approve a tuition fee increase for the 2013-14 academic year as determined by the Ministry of Training, Colleges and Universities. | |
| | Carried |

(c) ANNUAL REPORT ON HEALTH & SAFETY

The annual report and Health & Safety Policy were provided to the Board for review and approval.

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| Moved by: R. Foy | Motion |
| Seconded by: T. Rosko | 10-01-13 |
| THAT the Board of Governors receive the report of the Joint Health and Safety Committee; AND that the Occupational Health and Safety Policy be accepted as presented. | |
| | Carried |

(d) APPROVAL OF BOARD POLICIES

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| Moved by: M. Baker | Motion |
| Seconded by: J. Collins | 11-01-13 |
| THAT the Board of Governors approve the following policies, as presented: D-6 Naming of Facilities B-17 Protocol for Naming Facilities | |
| | Carried |

(e) APPROVAL OF REVISED NORTHERN COLLEGE ABORIGINAL COUNCIL ON EDUCATION TERMS OF REFERENCE

Governor Miller presented proposed revisions to the NCACE Terms of Reference and the following motion was presented:

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| Moved by: T. Rosko | Motion |
| Seconded by: D. Wyatt | 12-01-13 |
| THAT the Board of Governors endorse the recommendation of the Northern College Aboriginal Council on Education to amend the Terms of Reference as presented. | |
| | Carried |

Board By-Law No. 1 will be reviewed to reflect revisions adopted in the NCACE Terms of Reference.

(f) LEADERSHIP DEVELOPMENT SERIES CERTIFICATE PROGRAM

Moved by: D. Wyatt

Motion

Seconded by: J. Collins

13-01-13

THAT the Board of Governors approve the Northern College Leadership Development Series Certificate Program.

Carried

7. ROUTINE ITEMS

(a) CORRESPONDENCE AND VERBAL REPORT BY CHAIR

Chair McBean informed the Board about Strategic Plan launch events in each of our campus communities, encouraging member participation. Invitations will be sent to Board members.

(b) NORTHERN COLLEGE ABORIGINAL COUNCIL ON EDUCATION

Governor Miller reported on the NCACE meeting held on December 7th. NCACE provided direction in terms of a celebration and on an official naming ceremony for the tipi, to be held in conjunction with our Pow-Wow. Governor Miller also spoke about “The Feather,” a new Aboriginal newsletter, provided to each of the members.

(c) PRESIDENT’S REPORT

The President’s Report is provided in the Board package.

(d) EXECUTIVE TEAM REPORTS AND STRATEGIC PLAN PROGRESS

Ms. Loran Charbonneau, V.P., Finance, Administration & Aboriginal Services provided an update on the tipi’s construction adding that a blessing ceremony will be held as soon as the tipi is released to us from the builder. She reiterated the naming will take place at the Pow-Wow. Ms. Charbonneau also elaborated on distribution of The Feather to partners, schools and agencies in our area. In closing, Ms. Charbonneau informed the Board the College is engaging the services of a new insurance broker, as part of a consortium of colleges, effective April 1st, 2013.

Mr. Bob Mack, V.P., Community, Business Development and Employment Services indicated that partnerships continue to be a focus of the Apprenticeship, Community and Corporate Training division, identifying several new programs starting this week and to start in the weeks to come. Mr. Mack recognized the valuable work of staff in the ACCT department, college-wide. Their dedication and efforts to providing the best service to our communities ensures the success of the department.

(e) PROGRAM ADVISORY COMMITTEE APPOINTMENTS

Approval was requested for the following appointments:

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|---------------------------------------|--|
| <u>Developmental Services Worker:</u> | Ms. Cathy Morden Cochrane Temiskaming Resource Centre, Timmins |
| <u>Child and Youth Worker</u> | Mr. Gerry Lajoie Conseil Scolaire Public du Nord-Est de l'Ontario, Timmins |
| <u>Police Foundations</u> | Mr. Michael Cole North Eastern Ontario Child & Family Services Mr. Richard Witty, Staff Sergeant, OPP, Kirkland Lake Mr. Brent Cecchini, Staff Sergeant, OPP, South Porcupine Mr. Pete Gilboe, Conservation Officer, MNR, New Liskeard |

Moved by: T. Rosko

Motion

Seconded by: G. Kemp

14-01-13

THAT the Board of Governors approve appointments to Program Advisory Committees, as presented.

Carried

(f) ADVISORY COMMITTEE MEETING SCHEDULE

As provided in the package.

(g) REPORTS FROM BOARD ADVISORY COMMITTEE REPRESENTATIVES

Governor Collins attended a Computer Studies Program Advisory meeting and commented on a very interesting discussion by Mr. D. Laneville on the balloon project taking place at the Timmins Airport.

Governor Foy reported on the Health Sciences Program Advisory Committee meeting held on November 22nd, noting the success of the program cluster with 165 students and a wait list. The next advisory committee meeting is schedule for April.

Members were encouraged to review the list of committees and let Pierrette know if they wish to join a committee where there is no Board representative.

(h) BOARD MEMBER COMMUNITY-RELATED UPDATES

Noted.

(i) BOARD OF GOVERNORS WORK PLAN

As provided in the package.

(j) FUTURE AGENDA ITEMS

Noted.

(k) NEXT MEETING

Date: Tuesday, March 5, 2013 – Kirkland Lake Campus
11:30 a.m. – Tour of the Campus
12:30 p.m. – Light lunch provided in the Boardroom
1:00 p.m. – Board Meeting

8. INFORMATION REPORT

As provided in the Board package.

9. PROPOSED MOTIONS

As recorded in the minutes.

10. ADJOURNMENT

Moved by: D. Wyatt

Motion
15-01-13
Carried

THAT the meeting be adjourned.

Time noted at 3:56 p.m.

11. EXECUTIVE SESSION

Due to the special presentation to Emergency Services students, the Executive Session did not formally occur.

Following the Board meeting, Certificates of Commendation were presented to Paramedic Program students recognizing their commendable actions at a fatal traffic accident. A certificate was presented to Mr. Jeffrey Simpson and Mr. John Serviss and Mr. Ryan Hughes' certificate will be forwarded as he was unable to attend.

P. Fortier,
Executive Assistant to the Board