



**REGULAR MEETING OF THE BOARD OF GOVERNORS
OF GRANDE PRAIRIE REGIONAL COLLEGE
LIBRARY, F309, AUGUST 28, 2008, 2:30 P.M.**

Board Members: Mr. Michael O'Connor, Chair
Ms. LeiLani Boucher
Mr. Tom Brewer, notice of absence
Mr. Peter Gilchrist
Mr. Don Gnatiuk
Mr. Richard Horner
Mr. Daniel Lemieux
Mr. Grant Menzies
Dr. Jerry Petryshyn
Ms. Vi Sunohara
Mr. Rory Tarant, notice of absence
Mr. Vince Vavrek

Guests: Ms. Susan Bangrove
Mr. Carmen Haakstad
Mr. Doug Hart
Ms. Lynne Ness, GPRC Community Relations
Mr. Ken Riley
Ms. Denise Thomson
Ms. Karen Scribner
Mr. Pete Lucarotti, Daily Herald-Tribune

CALL TO ORDER

The Chair called to order the public session of the meeting at 2:35 p.m.

Dr. Petryshyn noted his conflict of interest due to accepting a senior administration position at the College. Dr. Petryshyn will refrain from voting on resolutions.

ADOPTION OF AGENDA

The Board Chair called for amendments to the Agenda of August 28, 2008. None being noted, the Agenda of August 28, 2008 is approved by consensus.

MINUTES OF JUNE 12, 2008

The Chair called for errors or omissions in the June 12, 2008 Minutes.

MOVED by V. Sunohara, seconded by V. Vavrek the Minutes of June 12, 2008 are approved.

**CARRIED
5205/2008**

GOVERNANCE PROCESS**BOARD COMMITTEE STRUCTURE (GP-9)**

MOVED by R. Horner, seconded by L. Boucher, Governance Process Policy GP-9, Board Committee Structure is reaffirmed.

CARRIED
5206/2008

ENDS POLICY MONITORING**MONITORING REPORT: MEGA END**

The Board received for review and discussion the monitoring report on the Mega End.

Comments regarding the Mega End report:

- Evidence is based on the numbers achieved. Criteria for what makes these numbers appropriate are lacking.
- Board members expressed support of the President's report, but there is uncertainty that the End has been measured. The interpretation is adequate, however the Board would like to address how to manage this report in the future. There may be more work needed to establish what the Board expects for this particular outcome.
- The President requested support from the Board on the report provided and suggested that the End be discussed at the Retreat.

MOVED by G. Menzies, seconded by R. Horner the Mega End monitoring report be accepted as received.

CARRIED
(UNANIMOUSLY)
5207/2008

MONITORING REPORT: RELEVANT SKILLS FOR SUCCESS

The Board received for review and discussion the monitoring report on the End Relevant Skills for Success.

Comments regarding the report on Relevant Skills for Success:

- Board members again felt that the measures require further discussion in the future . Assistance will be sought at the September Retreat on how to deal with this report in the future.

MOVED by D. Lemieux, seconded by L. Boucher the End Relevant Skills for Success monitoring report be accepted as received.

CARRIED
(UNANIMOUSLY)
5208/2008

MONITORING REPORT: NEW RESEARCH-BASED KNOWLEDGE IS CREATED AND SHARED

MOVED by V. Vavrek, seconded by D. Lemieux, the End New Research-Based Knowledge is Created and Shared monitoring report be accepted as received.

CARRIED
(UNANIMOUSLY)
5209/2008

INITIAL REVIEW OF ENDS

The Board of Governors is planning to review its Ends at the September Board Retreat and have invited Executive to bring forward any suggestions regarding the Board Ends for discussion at the Retreat.

BOARD-PRESIDENT RELATIONSHIP MONITORING**DELEGATION TO THE PRESIDENT (BC-3)**

MOVED by V. Vavrek, seconded by D. Lemieux the Delegation to the President policy is reaffirmed.

CARRIED
5210/2008

PRESIDENT/CEO CONTRACT

In recognition of increased travel responsibilities required by the President, the Board of Governors has amended the President's contract to allow for the provision of a vehicle

MOVED by G. Menzies, seconded by R. Horner the Board of Gov ratifies the decision made in the Committee of the whole to amend the President's contract

CARRIED
Abstention – D. Gnatiuk
5211/2008

FACILITY EXPANSION PLAN

GPRC received a presentation today from Stantec Architectural Firm for the approval of the Master Plan of the Health & Wellness and Trades & Technology Facility Expansion - a project to better meet the health and trades demand within the region. The President provided a brief overview of the components to the expansion which ensures the integrity and presence of the Cardinal facility on the College footprint.

The Board expressed their appreciation of Stantec's proposal capitalizing on the overall orientation and efficiency of the facility with the environment. Board approval of the plan will allow the submission of the document to the Government for their deliberation.

MOVED by V. Sunohara, seconded by Vavrek, the Board of Governors approve the GPRC Facilities Expansion Plan for submission to the Minister of Alberta Advanced Education and Technology, and further it is understood that further amendments will be made to the Expansion Plan following deliberation with Alberta Advanced Education and Technology, Apprenticeship and Industry Training and Alberta Infrastructure.

CARRIED
(UNANIMOUSLY)
5212/2008

MONITORING BOARD PERFORMANCE

BOARD COMMITTEE STRUCTURE

Board members received Governance Policy GP-9, Board Committee Structure and are asked to complete the evaluation form regarding the Board's own compliance with this policy. Forms are to be submitted to the Board Secretary.

REQUIRED APPROVALS

GPRC MANDATE

The President noted that in response to the Roles and Mandates Framework, and the responsibility of GPRC to state its Mandate for the future, S. Bangrove has revised the document creating a statement that does not limit GPRC. The new Mandate includes a great breadth for all of the current and potential programming needed to meet the demands in our region. The revisions ensure a focus on the region, identifies trades and apprenticeship, and includes degree granting.

MOVED by D. Lemieux, seconded by P. Gilchrist, that the GPRC Board of Governors approves the Mandate Statement for submission to the Minister.

CARRIED
(UNANIMOUSLY)
5213/2008

CORPORATE TRADING RESOLUTION

Board members have received a request to approve trading officers and signing officers for RBC Dominion Securities investment accounts and having reviewed the request put forth the following resolutions.

MOVED by P. Gilchrist, seconded by V. Sunohara, that subject to the GPRC Endowment Investment Policy:

1. The Corporation establish and maintain with RBC Dominion Securities Inc. and/or any of its affiliated companies ("RBC DS") one or more accounts to deal in securities.

2. Account dealings may be on a cash settlement or margin basis and may include short sales or uncovered writings.
3. Trading Officers. Any one of the following officers: Director Financial Services Wendy Morrow or Vice President, Administration Ken Riley (the "Trading Officers"), be and each is authorized to give orders or trading instructions to RBC DS, whether in writing or not, in respect of account dealings for, on behalf of and in the name of the Corporation, provided that, for greater certainty, any person who is designated as a Trading Officer, unless also designated as a Signing Officer, shall not be authorized to give instructions in respect of matters referred to in 4 below.
4. SIGNING OFFICERS. Any two of the following officers, Board Chair Michael O'Connor, President Don Gnatiuk, Vice-President Administration Ken Riley, or Director of Financial Services Wendy Morrow (the "Signing Officers") are hereby authorized:
 - a) to execute and deliver for, on behalf of and in the name of the Corporation any and all agreements, consents, letters of instruction or other documents required by RBC DS for the establishment, reclassification or operation of any account;
 - b) to withdraw for, on behalf of and in the name of the Corporation from any of its accounts any monies or securities contained in such accounts.
5. The Secretary of the Corporation is hereby directed to notify RBC DS in writing of the persons who hold the offices designated in paragraph 3 and 4 and to provide RBC DS with a specimen of their signatures, and the Secretary or any Signing Officers be and are hereby authorized from time to time to advise RBC DS of the persons who at such time hold such offices.
6. RBC DS shall be entitled to act and rely upon the actions, orders and trading instructions of the Trading Officers and the Signing Officers taken or given in accordance with these resolutions without making or continuing any investigations or inquiries into the propriety of such actions, orders and instructions.
7. The foregoing resolutions shall remain in full force and effect until amended or cancelled and notice of such amendment or cancellation has been given in writing to the Manager of RBC DS's Compliance Department.

And further that, the Royal Bank be asked to confirm this motion in writing.

CARRIED
(UNANIMOUSLY)
5214/2008

BANKING RESOLUTION

MOVED by D. Lemieux, seconded by G. Menzies, the Board of Governors approve the following update to Financial Signing Officers at GPRC.

The Royal Bank of Canada (the “Bank”) be and is hereby appointed the banker for Grande Prairie Regional College.

Any two of the following are authorized to sign jointly on behalf of Grande Prairie Regional College: President Don Gnatiuk, Board Chair Michael O’Connor, Vice-President Administration Ken Riley, or Director of Financial Services Wendy Morrow.

CARRIED
5215/2008

ACADEMIC COUNCIL SENIOR OFFICIALS

The Post-Secondary Learning Act stipulates that the Board of Governors will appoint not more than 4 senior officials to Academic Council. Executive has put forth a recommendation of appointed officials for Board approval.

MOVED by R. Horner, seconded by L. Boucher, the Board of Governors approve the following four senior official positions for appointment to Academic Council:

- Vice-President Academic
- Dean, Health, Wellness and Career Studies
- Dean, Arts, Science and Upgrading
- Dean, Student Experience

CARRIED
5216/2008

CEO REPORT

The President reported that the Executive Committee regularly recognizes staff in their Division and has chosen to share these efforts and achievements with the Board of Governors. Those recognized will also be highlighted in an edition of ‘Insider’ once each month.

In March, Executive recognized the following:

- Duff Crerar for his lectures on Canadian military history and the history of military chaplaincy. Letter of recognition received from Y.J.R. Pichette, Lieutenant Colonel Commandant of the Canadian Forces Chaplain School and Centre, Borden, Ontario.

In April, Executive recognized the following:

- Weixing Tan for his published research on spruceling seedlings. This research is unprecedented and holds great value as it relates to reforestation. Congratulations Weixing!
- The Students' Association presented the 2008 Award for Excellence in Teaching to Dr. Campbell Ross. The award recognizes an instructor "who has demonstrated exceptional ability in conveying knowledge by presenting material in a fun and interesting manner." It is a great honour to be nominated by students for this award. Other nominees include: Marie Wakaluk Janz, Annie Smith, Les Rawluk, Louise Rawluk, Kazem Mashkournia, Connie Korpan, Bethe Goldie, Bruce Galenza, Sharron Barr, and Ed Bader.
- The Students' Association recognized Amber Amy with the Student Awareness Award. Amy received this award for her tireless efforts in improving student life at GPRC.
- Kelly Benning recognized for her work with Aboriginal recruitment and year end celebration.
- Megan Ryan-Walsh on her recent radio debut and recruitment efforts.
- Monique Sedgwick for obtaining her Ph.D.
- Jill Thomson is congratulated on her nomination for the ACCC Staff Excellence Award.
- Ken Riley, Cibylla Rakestraw and Emily Fraser for guiding their business students to receive a bronze in the Business Student Games.

In May, Executive recognized the following:

- Bethe Goldie congratulated on receiving the 2008 HPEC Distinguished Service Award. This is outstanding recognition and so well deserved by Bethe. Later that month, Bethe received the GPRC Distinguished Employee award.

In June, Executive recognized the following:

- Dr. Charles Backman on successfully passing his PhD Candidacy exam in Strategy and Global management.
- Acknowledgement and appreciation is extended to the organizers and College staff integral to the success of the EnCana Grande Prairie and District Music Festival: Robert Cole, Robert Howey, John Webster, Geoff Whittall, Lane Borstad, Magda Herrera, Amy Johnson, Hazel Liley and Community Relations staff.

In July, Executive recognized the following:

- Alumnus Christina Nelson on receiving the following the U of A Dean Citation Award for Excellence in Education" - \$7,500 scholarship. This award recognizes a 95% average in High School.
- Jean Nordin the Dean of Student Experience and the entire Student Services Team for the successful launch of Power Campus. Specifically recognition Jill Thomson, Cheryl Head and IT Manager Jordan Pickup.

In August, Executive recognized the following:

- Director of Campus Operations Gerard Palmer recognized for effectively re-evaluating the process for disposal of waste from GPRC and negotiating an agreement with a provider that will save GPRC a significant amount of dollars.
- The Campus Operations Team is recognized for its extraordinary effort in successful classroom and office transition over the summer.
- Jordan Pickup for his efforts to save GPRC up to \$25,000 on the Power Campus project. He continues to discuss with Power Campus areas where GPRC should receive compensation for unsatisfactory performance and services rendered.
- Dr. Jerry Petryshyn accepted the position of Dean, School of Health, Wellness and Career Studies.
- According to our lead auditor at the AG's office, for the FIRST TIME in our College's history, our financial statements were ready and waiting for the auditors when they appeared to begin the yearend audit. Compared to one year ago, this is a phenomenal improvement and a major, major achievement. Not only has there been a tremendous amount of hard work put into making this happen but also significant improvements in our processes. Congratulations to Wendy Morrow and the entire Finance team.
- Congratulations to the following GPRC staff (past and present) and members of the GPRC Board of Governors or Alumni/Foundation Board of Directors that were recognized by the City of Grande Prairie as 50th Anniversary Hometown Heroes:
 - Elmer Borstad
 - Clem Collins
 - Leigh Goldie
 - Perky McCullough
 - Jaroslav Petryshyn
 - Harry Stevens
 - Donna Tink
 - Bill Bowes
 - Paul Evaskevich
 - Scott McAlpine
 - Sukumar Nayar
 - Ernie Radbourne
 - Turk Taylor
 - Melodie Wilton
- Congratulations to those GPRC staff who completed and facilitated the Instructional Skills Workshop (ISW). The ISW Workshop provides a strong foundation for new GPRC staff in the development of instructional skills, openness to learner-centred classroom and team building. Special thanks to the commitment of the facilitators.
 - Victoria Abboud
 - Casandra Jordan
 - Carmen Gorgichuk
 - Jo-anne Tomie
 - Laura St. Pierre
 - Christine Vandemark
 - David Dansereau
 - Sheila Elliott, facilitator
 - Gwen Hoyseth, facilitator
 - Cibylla Rakestraw, facilitator
 - Asha Palmer
 - Jennifer Head
 - Michelle Veitch
 - Kelly Socha
 - Daryl White
 - Bonny Townsend
 - Linda Duval
 - Teresa Evans, facilitator
 - Laurie Nock, Facilitator

The Board of Governors accepts the President's Report on recognition.

The President reported on the activities and meetings he has been involved with over the last 2 months. Arrangements are being made to include regular visits to Fairview in the President's Calendar.

The Community of Fairview has been granted the 2011 Alberta 55 plus Summer Games. GPRC will support this opportunity.

The College has offered its facilities in-kind to the Science Alberta Foundation in February 2009.

V. Sunohara reported on the most recent meeting of the Chamber Health Advocacy committee.

President Gnatiuk introduced the new Executive Team of GPRC:

Vice-President Academic, Susan Bangrove

Vice-President Administration, Ken Riley

Executive Director of Community Relations, Carmen Haakstad

Executive Director of Human Resources, Karen Scribner

The President also acknowledged two recent appointments to senior administration: Dr. Jerry Petryshyn as Dean of Health, Wellness and Career Studies and Ms. Jean Nordin as Dean of Student Experience.

Board members are reminded of the ownership/linkage session with the Prairie Art Gallery on September 8. Executive were invited to attend this session.

SELF-EVALUATION OF GOVERNANCE PROCESS AT THIS MEETING

Board members received in their Board packages the Board meeting self-evaluation form. Members completed the form and handed it in for compilation and discussion at the September meeting.

ROUNDTABLE

- Board members comments:
 - Well organized meeting
 - Appreciation for the first CTS Teacher Training Course held over the summer. Appreciation extended to Journalist Peter Lucarotti for his article regarding this course.
 - J. Petryshyn thanked the Board for the opportunity to be in the Governance role.



- Special mention was made of Vice-President Special Projects Doug Hart. Doug will complete his appointment at the College on August 29. He will be missed. Doug always did what he believed was right and not always what was popular. He served GPRC very well as the Vice-President Academic, Acting President and Vice-President Special Projects. The Board applauded the work of Doug Hart in his positions at GPRC and thanked him for leaving the organization in better condition than when he joined.
- The Board requested being regularly notified of upcoming activities.

ADJOURNMENT

The Board of Governors adjourned the meeting at 4:15 p.m.

Michael P. O'Connor, Chair

Maureen Clarke, Secretary