

Board Members: Mr. Vincent Vavrek, Chair
Mr. Pete Merlo, Vice-Chair, notice of absence
Ms. Jenna Backer
Ms. Jackie Clayton
Mr. Don Gnatiuk, President and CEO
Ms. Debra Gustavson, notice of absence
Mr. Bryan Gouthro, notice of absence
Mr. Drew Lamont
Mr. Tab Pollock
Ms. Anita Luck
Mr. Doug Morris, notice of absence
Mr. Stewart Wilson

Guests: Jeff Henson, Free FM
Chris Egan, Fairview Post
Patrick Callan, Daily Herald-Tribune
Carmen Haakstad, VP External Relations
Marg McCuaig-Boyd, VP Fairview
Jean Nordin, Dean, Student Experience
Jordan Pickup, Director, IT
Susan Thompson, Community Relations

1. CONSENT AGENDA

1.1. Adoption of January 24, 2013 Agenda

The Chair called to order the public session of January 24, 2013, at 3:35 p.m. and called for additions or deletions to the agenda. The agenda was approved by consensus as received.

1.2. Adoption of November 29, 2012 Minutes

The Chair called for errors or omissions to the November 29, 2012 Minutes of the Board of Governors meeting. None being noted, the Minutes of November 29, 2012 were approved by consensus as received.

2. Governance

2.1. TUITION FEE POLICY

In accordance with the Post-Secondary Learning Act, 61(1) the Board of Governors shall set the tuition fees to be paid by students. These fees are set in compliance with the Public Post-Secondary Institutions' Tuition Fee Regulation, and as directed by the Department of Enterprise and Advanced Education.

In accordance with these regulations, the Dean of Student Experience has drafted a Tuition Fee Schedule for 2013-2014 and has received feedback for consensus from GPRC Executive, Senior Administration, Deans and Chairs Council, Administrative Council, Students' Association Executive and Student Council.

In reviewing the tuition fee proposals and the related criteria and associated data, the opinions of the various stakeholders through an extensive consultation process have been considered and the attached estimated fees for 2013-2014 is recommended for approval.

The Board of Governors received the GPRC Tuition Fee Schedule, comparative tuition figures of Alberta institutions, and the history of the tuition costs at GPRC for the past 12 years. The Tuition Fee Policy limits tuition to not exceed 30% of the net operating costs.

Dean of Student Experience Jean Nordin reported that in compliance with the Tuition Fee Consultative Mechanism, she met with the Students' Association (SA) Executive and the Council seeking feedback on the proposed tuition fee increases to a maximum of 2.15%.

~~MOVED by J. Backer, seconded by J. Clayton, that the Board of Governors approves the recommended tuition fee schedule for 2013-2014, consistent with the provincial mandate, indicating a maximum allowable increase of 2.15%~~

CARRIED

5518/2013

Motion rescinded at the GPRC Board of Governors meeting of April 25, 2013.

2.2. EL-3, Financial Condition and Activities

The Board reviewed the CEO Monitoring Report on Executive Limitation EL-3 Financial Condition and Activities. The President circulated the Annual Report in support of evidence provided in the report.

MOVED by D. Lamont, seconded by T. Pollock, that the Board of Governors has read the CEO monitoring report on EL-3, Financial Condition and Activities, and has assessed that the interpretation is reasonable, and that the evidence sufficiently demonstrates compliance with the interpretation.

CARRIED

5519/2013

Abstention: D. Gnatiuk

2.3. Supplementary Executive Retirement Plan (SERP)

As discussed in the Committee of the Whole meeting, the SERP benefit is available for eligible Executive above their LAPP limit. The President declared a conflict of interest and abstained from discussion on this agenda item.

MOVED by T. Pollock, **SECONDED** by S. Wilson, that the Board of Governors of Grande Prairie Regional College (the Board) hereby authorizes the institution's administration to establish/create, subject to approval by the Minister of Enterprise and Advanced Education, a Supplementary Executive Retirement Plan for institution executives (President and CEO, and Vice-Presidents), effective January 1, 2012, as set forth in the Supplementary Executive Retirement Plan (SERP). Pursuant to the Post-secondary Learning Act, the Board also/further directs the administration to take the steps necessary to obtain the approval of the Minister of Enterprise and Advanced Education to establish/create this plan.

CARRIED

5520/2013

Abstention: D. Gnatiuk

2.4. Academic Council

2.4.1 Authority and Bylaws

As required by the Post-Secondary Learning Act, revisions to the GPRC Academic Council Authority and Bylaws require approval by the Board of Governors. Academic Council approved the following revisions to its Authority and Bylaws on April 12, 2012:

- amending the number of Employees' Association appointments from three to two.
- adding one appointment of AUPE.
- adding the Research Planning Committee and the Co-Curricular Committee as standing committees of Academic Council.

MOVED by A. Luck, seconded by J. Clayton, that the Board of Governors approves the revised Authority and Bylaws of Academic Council as amended.

CARRIED
5521/2013

2.4.2 Employees' Association Member Appointment

As required by the Post-Secondary Learning Act, Employees' Association appointments to the GPRC Academic Council require approval by the Board of Governors. The Employees' Association requests that the Board of Governors approve its nominations to Academic Council.

MOVED by A. Luck, seconded by T. Pollock, that the Board of Governors approves the following Employees' Association appointments to Academic Council:

- Mr. Gordon Pellerin for a two-year term ending August 14, 2013
- Ms. Cate Sazwan for a two-year term ending August 14, 2014
- Ms. Jocelyn Smith as alternate for two-years ending August 14, 2014.

CARRIED
5522/2013

2.4.3 Public Member Appointment

As required by the Post-Secondary Learning Act, the general public member appointments to the GPRC Academic Council require approval by the Board of Governors.

At the January 10, 2013 meeting of Academic Council, a recommendation from the Academic Council Nominating Committee was received, nominating Ms. Brenda Beaulieu to serve a two-year term as public member on Academic Council. Ms. Beaulieu's term would begin effective immediately, and her term would be extended to expire on June 30, 2015.

MOVED by A. Luck, seconded by S. Wilson, that the Board of Governors approves the appointment of Ms. Brenda Beaulieu to Academic Council, effective immediately, which includes an extension of her term to expire on June 30, 2015.

CARRIED
5523/2013

2.5 Board of Governors Award of Distinction

As discussed in the Committee of the Whole meeting, the Board of Governors selected the recipient of the Board of Governors Award of Distinction. The recipient will be presented with the award at the March 5, 2013 President's Awards Luncheon.

MOVED by S. Wilson, seconded by A. Luck, that the GPRC Board of Governors approve the recommendation of the Alumni/Foundation Board for the recipient of the GPRC Board of Governors Award of Distinction, as presented in the Committee of the Whole.

CARRIED
5524/2013
(Unanimous)

3. CEO REPORTS

3.1. Issues of Enterprise Risk

The President reported that he is in the process of implementing an enterprise risk management process for GPRC that will clearly indicate priority items in areas where there is high risk.

Based on the earlier report in the Committee of the Whole, the Board of Governors received the report on issues of enterprise risk from the President in the Committee of the Whole for consideration and information. The Board is pleased with the advancements made to mitigate enterprise risk.

3.2. Financial Status Quarterly Report

In compliance with Executive Limitation (EL-3) Financial Condition and Activities, the President provided a quarterly financial status report. Executive anticipates a balanced budget for 2012-2013, as was submitted to the Minister.

The Board thanked Executive for its due diligence and financial accountability, and accepted the quarterly financial status report as information for future decision making.

The President extended his gratitude to the Board as well as the staff of GPRC for continuing to deliver the best service during a difficult financial period. The President expressed great pride in the people at GPRC.

3.3. GPRC App Demonstration

Director of Information Technology Jordan Pickup demonstrated the new GPRC App to the Board. The App is available for download through your device store onto iPhones/iPads, Android phones/tablets, and Windows Phone devices.

3.4. Recognition

The President provided the recognitions of staff and community to the Board electronically.

4. Self-Evaluation of Governance Process at this Meeting

Board members received the Board meeting self-evaluation form. Members were asked to complete and submit the form. Results will be discussed at the February meeting.

5. Round Table

- J. Backer reported on the ASEC Conference being held in Grande Prairie in February; as well as informed the Board of the HIV North display in the GPRC Art Gallery.
- The National Bee Diagnostic Centre was evaluated by an international delegation as part of a competition for ongoing money through the NSERC Grant.
- The Board expressed its appreciation for the Dean's presentation. The presentations are crucial, timely and very informative.
- Congratulations to all of the GPRC Diamond Jubilee Medal recipients.
- The Board Chair expressed the appreciation of the Board to the media for taking the time to attend and report on the Board meetings.

6. Adjournment

The Chair declared the meeting adjourned at 4:15 p.m.

A handwritten signature in black ink, appearing to read 'V. Vavrek', written over a horizontal line.

Vincent C. Vavrek, Chair

A handwritten signature in blue ink, appearing to read 'M. Clarke', written over a horizontal line.

Maureen Clarke, Secretary