



**REGULAR MEETING OF THE BOARD OF GOVERNORS
OF GRANDE PRAIRIE REGIONAL COLLEGE
Room E211, GRANDE PRAIRIE, ALBERTA
December 15, 2005**

Board Members: Mr. Fletcher Bootle, Chair
Mr. Tom Brewer
Mr. Evans Forsyth
Mr. James Henderson
Mr. Richard Horner
Mr. Daniel Lemieux
Mr. Grant Menzies
Mr. Michael O'Connor
Mr. Brian Parlee
Mr. Nathan Stevens
Ms. Vi Sunohara

Administrative Officers: Mr. Doug Hart, Vice-President Academic
Mr. Mike Dion, Vice-President Administration

Media: Ms. Lynne Ness

Guests: Dr. Kazem Mashkournia, Academic Staff Association
President
Ms. Leilani Boucher, Employees' Association President
Ms. Tanya Kinderwater, Employees' Association Member
at Large
Ms. Caryl Sallows, Employees' Association Secretary

CALL TO ORDER

The Chair called to order the public session of the meeting at 3:45 p.m.

AGENDA

The agenda of December 15, 2005 was approved by consensus with the following amendments:

- 3.3 Audit Action Plan
- 4.3 QEII Hospital Call of Interest for Land.

MINUTES**Minutes of October 27, 2005**

The Chair called for errors or omissions in the October 27, 2005 Minutes. None being noted, the Minutes of the meeting of October 27, 2005, were approved by consensus.

Business Arising

In response to the Boards request for data on the number of beds available versus the number of applications received and the number of those applicants that do not attend GPRC because of the shortage of beds in residence, these specific numbers are not able to be tracked. In September there were 514 applications for housing and 189 beds available. The addition of phase III will allow GPRC to accommodate at least half of the applicants for housing.

Phase III is currently open. To fill the beds for the 2005-2006 year, the first opportunity goes to students. The Students' Association President requested a specific date that these beds will be available until, before they are offered to the community.

ENDS

ASSOCIATION INTRODUCTIONS**Employees' Association (EA)**

The Board welcomed Employees' Association President Leilani Boucher, Secretary Caryl Sallow and Member at Large Tanya Kinderwater.

Ms. Boucher provided a brief summary of the involvement of EA Members in College wide events and committees. Two long time EA members recently retired, Patricia Brandt and Barbara Nelson.

Ms. Boucher reported that the position classification process of EA members has recently undergone a review, and the Terms of Reference for Professional Development are currently under review.

Ms. Boucher shared the EA plan to increase employee morale through better communication, more social events and the consistent application of policies and guidelines.

Board members expressed their appreciation for Ms. Boucher's enthusiastic presentation.

Academic Staff Association (ASA)

Dr. Mashkournia expressed his gratitude in the opportunity to attend the Board meeting and present on behalf of the ASA. Dr. Mashkournia relayed the impression from the ASA that GPRC is overall a nice place to work. The faculty, staff and Board share a common goal of excellence for the institution.

Dr. Mashkournia reported on a positive relationship with Administration but felt that there was a lack of communication between the Board and the College. The Board could become more involved in the College by attending department/divisional meetings. The ASA also suggested that the Board annually arrange an opportunity for communication with the College community in the form of a State of the College Address.

Dr. Mashkournia explained that anxiety was felt by members of the ASA due mainly to the unknown when the organizational structure changed. This anxiety seems to have since diminished.

Mr. Menzies advised that the Board members also feel a sense of anxiety as they become familiar with their role in the institution. Communication is an important tool in building relationships and there is a monthly session of the Board of Governors open for public attendance.

The Board Chair thanked Dr. Mashkournia for attending and presenting on behalf of the ASA. The Board will take the suggestions made under advisement.

AUDIT ACTION PLAN

The Board Chair reported that the Board of Governors Audit Committee will be scheduling a meeting on January 31 to review the concerns and recommendations expressed by the Auditor General and the College's activity/responses to date.

GOVERNANCE PROCESS

PUBLIC BOARD MEMBERS

Appointments

Advanced Education Minister David Hancock advised the Board Chair of the following public member appointments to the GPRC Board of Governors: Mr. Peter Gilchrist, Mr. Richard Horner and Mr. Vincent Vavrek. Mr. Tom Brewer has been appointed for a second three-year term. The formal Order in Council will be received in January, 2006. Welcome and congratulations were extended to Mr. Gilchrist, Mr. Horner, Mr. Vavrek and Mr. Brewer.

Assignments

With the appointment of additional public members, the assignments of Board members to Board committees for 2005-2006 have been finalized as follows:

Chair	Fletcher Bootle
Vice-Chair	Grant Menzies
Academic Staff Assoc. Negotiations Observer	Tom Brewer
Employees' Association Negotiations Observer	Vincent Vavrek
Planning and Budgeting Committee	Michael O'Connor
Alumni/Foundation Representative	Daniel Lemieux
Audit Committee	Michael O'Connor Vi Sunohara Vincent Vavrek Fletcher Bootle (ex-officio) Jim Henderson (ex-officio)
GPRC Board of Governors Award of Distinction	Richard Horner

PEACE COUNTRY HEALTH

Mr. Henderson reported that Peace Country Health has requested submissions of interest for the acquisition of land for their planned redevelopment and new acute care facility. The deadline for submission is December 15. GPRC has submitted an interim notice of interest and pending approval of the motion, this notice of interest will be confirmed.

MOVED by Mr. Henderson that the GPRC Board of Governors approve the presentation of an expression of interest to Peace Country Health for land on which to build a new acute care facility.

The selection of GPRC land as the site for a new facility would provide opportunities for partnering and sharing of some facilities, training of personnel of Peace Country Health, education of students at GPRC seeking careers in health care and the development of additional student programs that serve the needs of the health care industry.

CARRIED
5058/2005

Board members are enthused by this expression of interest. The original timeframe for completion of the Peace Country Health redevelopment is 2010.

BOARD LEADERSHIP

Fletcher Bootle introduced the concept of reinforcing governance through Board Leadership. The Board Leadership subscription will be circulated to Board members as it is received. One article from the subscription will be reviewed each month. The Board agreed to try this process for a few meetings and then review the effectiveness of the discussions.

In January, the Board Leadership Jan-Feb, 2005 (number 77) edition will be highlighted. Discussion will be led by Michael O'Connor. Mr. Bootle led a brief discussion on the article "A Debatable Alliance". Mr. Bootle reported that the Board Chair and President of GPRC often seek each other's counsel. Information sharing and maintaining current knowledge of issues is key in their communications.

The Board Chair felt that in addition to this learning opportunity at Board meetings, a policy governance session should be arranged for a Saturday afternoon.

The article on Policy Governance Top 10 will be summarized and brought forward at the next meeting for a brief discussion as well.

RESIDENCE EXPANSION PHASE IV

A notice of motion for approval of the Residence Expansion Phase IV was presented by Mr. Henderson at the October meeting of the Board. Preliminary discussions have been held with Alberta Capital Finance to advise them of the proposed application for funding to carry out the Residence Phase IV expansion. The term of the loan would not exceed 30 years. The expansion is expected to be self-sufficient.

The proposed townhouse model will have a life expectancy of 40 years. The model of 110 beds developed by Scheunhage and Associates states that with rising costs, the funding needed will now be \$6.3 million. The College expects to borrow \$5.8 million.

Whereas:

A. The Board of Governors, to carry out the purpose of the Grande Prairie Regional College (the "College"), deems it appropriate and necessary to construct a one hundred and ten (110) bed addition to the student residence (the "Project") at a currently budgeted cost of six million, three hundred thousand dollars (\$6,300,000) in Canadian funds,

and

B. The Board of Governors considers it necessary and appropriate that the College, in accordance with this resolution, fund the Project by borrowing an amount not to exceed five million, eight hundred thousand dollars (\$5,800,000) in Canadian Funds from the lender defined herein.

MOVED by Mr. Henderson:

1. Pursuant to Section 73 of the *Post Secondary Learning Act* and subject to the prior approval of the Lieutenant Governor in Council, the Board of Governors, for the purposes of the College, authorizes and approves the borrowing of an amount to fund the Project not to exceed five million, eight hundred thousand dollars (\$5,800,000) in Canadian funds (the "Loan").

2. The Loan be:

- a. from a lender (the "Lender") which is Alberta Capital Finance Authority;
- b. in an amount not to exceed five million, eight hundred thousand dollars (\$5,800,000) in Canadian funds;
- c. for a term not to exceed 30 years;
- d. at an interest rate not to exceed 5.5% per annum;

and that within the foregoing parameters; the establishment of the amount, term and interest rate be made by the President of the College.

3. To secure the repayment of the Loan, the College grant to the Lender such security as may be required by the Lender and agreed to by the President of the College.

4. The President of the College be and is hereby authorized for and on behalf of the College:

- a. to negotiate, execute and deliver to the Lender such notes, bonds, debentures or other securities in such form, with or without seal, and containing such terms and conditions related to the Loan including amount, denomination, time and place of payment, principal and interest and redemption as agreed with the Lender;
- b. to include in the security agreed with such Lender in conjunction with the Loan all such securities, debentures, charges, pledges, mortgages, conveyances, assignments and transfers to or in the favour of the Lender of all or any property, real or personal, moveable or immovable, owned by the College or in which it may have an interest as may be agreed with such Lender;
- c. to give to the Lender any other documents or contracts necessary to give or furnish to the Lender the security or securities required by the Lender including without limiting the generality of the foregoing, all or any

receivables, book debts due or growing due, stocks, bonds, insurance policies, promissory notes, bills of exchange and securities of all kinds.

5. All agreement, securities, documents, and instruments purporting to be signed, made, drawn, accepted, executed or endorsed as hereinbefore provided shall be valid and binding upon the College.
6. The Lender shall be furnished with a certified copy of this Resolution.

I hereby certify that this resolution has full force and effect on the 15th day of December, 2005.

**CARRIED
5059/2005**

Tenders for construction will be prepared immediately in order to allow building to commence as soon as possible.

REPORT ON PROGRESS OF BUSINESS CASE FOR TRAILER REPLACEMENT

Mr. Dion reported on the Business Case for the replacement of the trailers noting that the completion of the Plan is on schedule and will be completed by the end of January.

FACILITIES MASTER PLAN

The President provided the Facilities Master Plan Communications Plan outlining the recipients of the Facilities Master Plan. Mr. Bootle and Mr. Henderson have met with MLAs Knight, Oberle, Graydon and Goudreau and a representative from the office of Pearl Calahasen.

The MLAs were made aware of the substantial amount of money that GPRC is requesting. There was no indication as to their support of the Plan.

EXECUTIVE LIMITATIONS

OUTCOMES MONITORING DECEMBER 2005 REPORT

The December 2005 Outcomes Report was received as information.

Mr. Dion provided a summary of the Consolidated Statement of Operations Forecast for the Year Ended June 30, 2006. The mid year statement indicates a bottom line of \$551,652 excess of revenue over expenses.

An announcement has not been made by the Premier regarding a tuition freeze or compensation for 2006/07 tuition fees. Both the Alberta Association of Colleges and Technical Institutes (AACTI) and the Association of Colleges and Technical Institutes Students Executive Council (ACTISEC) submitted letters to the Minister lobbying for continued funding.

PROFESSIONAL LEAVE WITH FINANCIAL ASSISTANCE

Annually the Board provides the Academic Staff Association with 48 months of Financially Assisted Professional Leave. The Professional Leave Committee has put forward a recommendation for approval of four twelve-month leaves.

MOVED by Mr. Henderson that the Board grant Professional Leave with financial assistance for a total of forty-eight months during the 2006-2007 year to the following individuals:

Sharron Barr, Department of Administrative Technology
Reddy Ganta, Department of Science
Alan Segal, Department of Arts and Education
Trevor Thomas, Department of Business Administration

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NOMINATION FOR AWARD OF DISTINCTION

Nominations have been invited for the Board of Governors Award of Distinction, 2006. The deadline for nominations is January 20. Nominees for this award are to have made exceptional contributions to the community and to the advancement of higher education.

ATTRACTION AND RETENTION

Mr. Henderson provided an update on the actions taken to date on the Attraction and Retention Strategy which was identified as a priority at the Board Retreat.

The addition of the Executive Director of Community Relations will benefit the efforts made to promote the College and generate new recruitment initiatives. The position of Alumni/Development Manager is currently vacant, requiring a 5 to 6 month replacement.

Mr. O'Connor observed the discussion related to this strategy at the Planning and Budgeting Committee. He felt the matter was handled well.

Mr. Stevens would like to see an opportunity for the Students' Association to assist in recruitment efforts.

UPCOMING GPRC EVENTS

Board members were reminded that April 8, 2006 is when the GPRC Board of Governors Award of Distinction is announced and awarded.

The list of upcoming events includes Administrative and Academic Council meetings. Board members are encouraged to attend at least one meeting of Administrative and Academic Council each semester.

CORRESPONDENCE

Mr. Bootle and Mr. Henderson attended the November 4 Advanced Education forum as mentioned in the Armet Report. The forum included strong representation of students and educators. The forum lacked representation from the business/industry sector.

Mr. Bootle provided an overview of the AACTI meeting minutes. Board members are reminded of the annual Association of Canadian Community Colleges (ACCC) conference being held in Calgary in May, 2006.

MEETING WRAP-UP**ROUND TABLE**

Board members extended a warm welcome to Richard Horner as well as the two other new appointees Vincent Vavrek and Peter Gilchrist.

Board members attended functions such as the College Christmas Party, Residence Phase III grand opening ceremonies, Employees' Association Retirement function.

Congratulations will be extended to Mayor Wayne Ayling for his accomplishments with Alberta Sport and Recreation.

Information was received from the Honourable David Hancock's Office in November seeking feedback from institutions on the proposed operation of the Access to the Future Fund. Announcements and awards of matching funding have already been announced prior to confirmation of how it will be operated. Funds received after April 1, 2005 are proposed to be eligible for matching.

ADJOURNMENT

The Board of Governors adjourned the meeting at 5:45 p.m.

J. Fletcher Bootle, Chair

Maureen Clarke, Secretary