

**REGULAR MEETING OF THE BOARD OF GOVERNORS
OF GRANDE PRAIRIE REGIONAL COLLEGE (DRAFT)**
BOARD ROOM, E211
October 26, 2006

Board Members:	Mr. Fletcher Bootle, Chair Mr. Tom Brewer Mr. Carl Edozien Mr. Evans Forsyth Mr. Peter Gilchrist Mr. Doug Hart Mr. Richard Horner Mr. Daniel Lemieux Mr. Grant Menzies Mr. Michael O'Connor Mr. Brian Parlee Ms. Vi Sunohara Mr. Vince Vavrek
Administrative Officers:	Mr. Mike Dion, Vice-President Administration Dr. Scott McAlpine, Dean, Arts, Education and Commerce Ms. Karen Scribner, Director, Human Resources Mr. John Travis, Executive Director, Community Relations
Guests:	Ms. Lynne Ness, Community Relations Mr. Stephen Thompson, Daily Herald Tribune

CALL TO ORDER

The Chair called to order the public session of the meeting at 2:08 p.m.

ADOPTION OF AGENDA

MOVED by Mr. Bootle, the agenda of October 26, 2006 be approved by consensus with the following revisions:

An in-camera agenda will be formed with the following agenda items:

- Facilities Master Plan and Area Structure Plan
- President's Compensation
- 3P Proposal
- PEAK Self-Sufficiency Fund and BDO Dunwoody Interim Report
- Mr. Gilchrist.

**CARRIED
5090/2006**

MINUTES

Minutes of September 21, 2006

The Chair called for errors or omissions in the September 21, 2006 Minutes. The Minutes of the meeting of September 21, 2006, were approved by consensus with the correction of the location of the meeting (Grande Cache).

BOARD EDUCATION

Community Relations Presentation

Mr. Travis, Executive Director of Community Relations, presented to the Board of Governors an overview of the two-year strategic direction of Community Relations and its four key components: fundraising, marketing and public relations, relationship building, and student recruitment.

Mr. Travis outlined the planning process for both an external analysis and an internal assessment. Major fundraising goals established by GPRC proposed will be measurable, realistic and achievable.

Mr. Travis felt that with the assistance of the Board of Governors and the Acting President, Community Relations would have the required mission and vision to present to its stakeholders in order to implement a fundraising project. The greatest challenge to be faced is the urgency to begin the campaign.

The College will launch a project that will service the needs of the people, and meet the demands of the region. It will warrant stakeholder investment.

The Board of Governors enthusiastically endorsed the presentation noting that there is substantial urgency to launch the plan.

Mr. Travis reported that the Alumni/Foundation Board of Directors is splitting its membership to re-establish its original structure of an Alumni Association and a Foundation Board of Directors. The GPRC Board of Governors requests information on how the Alumni/Foundation Board is undertaking this split in roles.

Academic Council Instructor Emeritus Award – Donna Kilbey

The Board of Governors received for information from Academic Council that Donna Kilbey has been awarded Instructor Emeriti. Ms. Kilbey, who retired in 2002, was a highly regarded instructor of Early Childhood Development for 20 years at GPRC. The Board of Governors will provide a parchment of acknowledgement to Ms. Kilbey and she will receive lifetime acknowledgement in the Academic Calendar with the faculty of her department.

AACTI Council of Board Chairs Meeting Report

Mr. Bootle reported on the recent meeting of the AACTI Council of Board Chairs meeting in Fort McMurray. Mr. Doug MacRae will be stepping down from the position of Executive Director of AACTI in January. Replacing Mr. MacRae will be Mr. Tim Schultz.

The Council of Board Chairs received an update on the common application system proposed by Advanced Education. The proposed application system does not redirect a student to available seats in the province but provides a portal for a student to seek other locations where their choice of program is available.

The Council of Board Chairs has met with each of the campaigning candidates for the Leadership of the PC party. A position paper has been signed by all Board Chairs and will be sent to each of the party leadership candidates.

Minister Herard met with the Council of Board Chairs and expressed his wish to have more authority exercised by the Boards of the Alberta post-secondary institutions.

GPRC will be eligible for as much as \$1.2m from the Access to the Future Fund. There are two components to the fund. One is a matching grant program - The Renaissance fund, and the other is an Innovation Fund.

PCH/GPRC Health Care Workforce Action Plan Committee

Ms. Sunohara reported on the meetings of the Health Care Workforce Action Plan Committee. Committee progress is positive with enthusiasm from both institutions. Programs have been identified that can begin quickly.

- The Unit Clerk program begins January 2007.
- GPRC has program approval to launch training in food services. Corporate sponsorship for students into this program could impact its success.
- An Emergency Paramedic program could be announced for September 2007.
- The LPN Program could take as many as two years before the first student intake.
- Expand the intake in Bachelor of Science in Nursing to 60.

Regional Program Rationalization

Mr. Bootle reported on the recently signed Memorandum of Understanding between NAIT, Northern Lakes College and GPRC. Advanced Education directed the Board Chairs of the three institutions to review the area of program offerings that overlap. The MOU was submitted to Minister Herard.

2005-2006 Audited Consolidated Financial Statements

Mr. Vavrek reported on the Exit Audit meeting held October 26, 2006. The meeting was held with the Auditor General's Office and agents of Meyer's, Norris, Penny. The Auditor General's report was very positive indicating full cooperation of the management and staff. The Audit Action Plan was updated and presented to the Auditor Generals Office staff and they were very pleased with the tracking mechanism put in place by the College. The recommendations by the Auditors were responded to by GPRC Management at the meeting.

Degree Completion

Mr. Hart reported on the Degree Completion opportunities of GPRC. Completion of an Arts Degree with six majors is currently being sought through Athabasca University. GPRC is applying pressure to meet timelines and launch programs for September, 2007.

Program Approval Process

Mr. Hart provided an overview of the four phases of program development. A significant amount of time passes from the time a program launch is announced, to the point of offering to students.

Ms. Sunohara suggested that the GPRC calendar identify that it offers a pre-med program to ease the search of students.

Residence

Mr. Dion reported Residence Phase IV is progressing on time and on budget.

Day Care

Mr. Dion reported that the Day Care is currently being prefabricated in St. Albert and is expected to be operational by December.

Trailers

Mr. Dion reported that the destruction and removal of the trailers will begin following the opening of the Day Care. The trailer currently housing the Day Care will be the first trailer to be removed.

Mr. Bootle suggested to Board members that Board Education would not always contain details of day to day operations. If it suits the Board, a written update would be provided on these issues.

Board Education Parking Lot

The Board Education Parking Lot contains issues identified during the Board planning session. The December Board Education will focus on University College and College Land. Items identified as important and timely will be brought forward as soon as possible.

ITEMS FOR DECISION

Presidential Search Committee

Board members received a progress report for feedback from the Presidential Search Committee. The Committee, Chaired by Mr. Menzies, comprised of Mr. O'Connor, Mr. Lemieux, and the Director of Human Resources prepared a President job profile based on the recently approved Board Ends statements. Also provided is the recommended search method as well as the recommended search process timelines.

Board members provided the following comments:

- The timelines were thought to be tight. It was recommended that the deadline for application submissions be extended to December 15.
- Ensure the advertisement shows the date the competition closes.
- Would there be any room for negotiation with an Executive Search Agency in order to secure their services.
- There is the risk that if the search undertaken without professional assistance does not garner suitable applicants, an Executive Search Agency will need to be employed. This will add to the expense.
- Consider an addition to the job profile - financial expertise an asset.
- Revise the initial shortlist to six or seven short listed candidates.
- Revise the number of formal interviews to a maximum of three.

CONSENT AGENDA

MOVED by Mr. Hart that the Consent Agenda be approved as presented.

CARRIED

5091/2006

MONITORING CEO PERFORMANCE

An Open, Educated and Fulfilled Population

Mr. Hart provided a report on the End 'An open, educated and fulfilled population' as a means of monitoring CEO performance.

MONITORING BOARD PERFORMANCE

Governance Action Plan

Board members reviewed the recommended timelines of the draft Governance Action Plan. Board members recommended the date for implementation of the Board Planning Cycle be extended to November.

The Board of Governors approved the Governance Action Plan. Additional timelines will be added to the document following the December 4 planning session.

MOVED by Mr. Bootle the Board of Governor meeting revert to in-camera.

CARRIED

5092/2006

BUSINESS ARISING FROM IN-CAMERA SESSION

Acting President Compensation

MOVED by Mr. O'Connor, the Board of Governors accept the contract to compensate Mr. Doug Hart as Acting President.

CARRIED

5093/2006

Sustained: Mr. Hart

MOVED by Mr. Lemieux the Board of Governors approves the amendments to Mr. Hart's previous contract as discussed in-camera.

CARRIED

5094/2006

Sustained: Mr. Hart

Report on Review of PEAK Business Practices

The Board of Governors were informed that the Report on the review of the PEAK business practices has been received by College Executive. The Report is being reviewed by Executive.

SELF-EVALUATION OF GOVERNANCE PROCESS AT THIS MEETING

Mr. Menzies provided the self-evaluation of the governance process at this meeting.

- The Board needs to refine its Board Education. Are the matters that are mainly information presented verbally or in written form?
- Diversity of view points was encouraged however not well-balanced in terms of participating Board members.
- Decisions were made collectively and it did not feel like a rubber-stamping meeting.
- Focus on Ends. Think Ends, not means.

Mr. Brewer will perform the self-evaluation of the governance process at the December meeting.

ADJOURNMENT

The Board of Governors adjourned the meeting at 5:55 p.m.

J. Fletcher Bootle, Chair

Maureen Clarke, Secretary