



**Board of Governors
Meeting Minutes
Monday, June 10, 2019
GPRC Grande Prairie Campus, E211**

Board Members:	Ms. Natalia Reiman Mr. Blaine Badiuk Ms. Nan Bartlett Ms. Mary Ann Eckstrom Mr. Don Gnatiuk, President and CEO	Ms. Jane Manning Ms. Laurie Nock Ms. Pattie Pavlov Mr. Gordon Pellerin Mr. Lorne Radbourne Mr. Scott Roessler, Vice-Chair
Guests:	Dr. Tim Heath Mr. Carmen Haakstad Mr. Nathaniel Smith	Ms. Angela Logan Ms. Bobbi Chamberlain Mr. Mark Evans

AGENDA ITEM

1. CALL TO ORDER

The Board Chair called the meeting to order at 10:40 a.m.

The Board respectfully acknowledges the homeland of the many diverse First Nations and Métis people whose ancestors have walked this land since time immemorial.

The Board acknowledged those Board members who will have completed their term on the Board at the end of June 2019. Dr. Nock and Mr. Badiuk have each completed two years of service on the Board of Governors.

The Board congratulates Mr. Pellerin on his election by the Employees' Association/AUPE for a second two-year term. A letter requesting the formal appointment will be submitted to Minister Nicolaidès.

1.1. Declaration of Conflicts of Interest and / or Commitment

The Chair invited members to declare real, potential or perceived conflicts of interest related to the Board meeting Agenda. No conflicts of interest were declared at this time.

2. ADOPTION OF AGENDA OF JUNE 10, 2019

The GPRC Board of Governors approved the June 10, 2019 agenda by general consent.

3. ADOPTION OF MINUTES OF MAY 23, 2019

The GPRC Board of Governors approved the Minutes of May 23, 2019 by general consent.

4. REQUIRED APPROVALS AGENDA

4.1. Academic Council Appointments

MOVED by Jane Manning, **SECONDED** by Gordon Pellerin, that the Board of Governors adopt the Required Approvals Agenda containing the following item:

- Approval of the following Employees' Association appointments to Academic Council

- Carla Dodd, for a two-year term ending 2021.
- Chad Boone, for a two-year term as alternate ending 2021.
- Approval of the following AUPE appointments to Academic Council
 - Stacy Basnett, for a two-year term ending 2021.
 - Alaina Archibald, for a two-year term as alternate ending 2021.

CARRIED
5843/2019

BACKGROUND:

A Required Approvals Agenda contains Board Agenda Items that the Board has previously delegated to the CEO, but that an external authority requires the Board to 'approve'. The entire Required Approvals Agenda is adopted by one motion. An item can be removed from the Required Approvals Agenda for discussion only by a motion carried by a majority vote.

As required by the Post-Secondary Learning Act, the Employees' Association (EA) members and Alberta Union of Provincial Employee (AUPE) members on the GPRC Academic Council are appointed by the Board of Governors.

5. GOVERNANCE PROCESS ITEMS FOR DECISION

5.1. Mandate and Roles Document

Alberta Advanced Education Governance and Legislation has submitted to the GPRC Board of Governors, the revised draft of the Mandate and Roles Document for Grande Prairie Regional College and the Minister of Alberta Advanced Education.

The request from the Ministry at this time is to approve the document and then return to the Minister of Alberta Advanced Education for formal approval.

MOVED by Nan Bartlett, **Seconded** by Jane Manning that the Board of Governors approve the amendments to the GPRC Mandate and Roles Document and submit for formal approval to the Minister of Alberta Advanced Education.

CARRIED
5844/2019

5.2. GPRC 2019-2022 Comprehensive Institutional Plan (CIP)

As required by the Post-Secondary Learning Act, the GPRC Board of Governors annually prepares and approves a business plan that includes a budget in which consolidated operating expenses does not exceed consolidated revenue.

Vice-President Administration Angela Logan provided an overview of the three-year operating budget contained within the CIP.

MOVED by Mary Ann Eckstrom, **Seconded** by Lorne Radbourne that the Board of Governors approve the 2019-2022 Comprehensive Institutional Plan including a three-year operating budget plan for submission to Alberta Advanced Education, with Fiscal Year 2019-2022 of the Comprehensive Institutional Plan being accepted as the

operating budget, and a capital budget of \$2 million for Fiscal Year 2018-2019.

CARRIED
5845/2019

5.3. Board Member Assignments 2019-2020

The Board of Governors has completed their Assignment Roster for 2019-2020.

MOVED by Blaine Badiuk, **SECONDED** by Pattie Pavlov that the Board of Governors approve the following assignments for 2019-2020:

Vice-Chair:

Scott Roessler Term ending June 30, 2020

Alumni/Foundation Representative:

Mary Ann Eckstrom Term ending June 30, 2021

Audit Committee:

Scott Roessler, Chair Term ending June 30, 2021

Jane Manning Term ending June 30, 2021

Lorne Radbourne Term ending June 30, 2021

Ex officio: Board Chair and President and CEO

Committee on Compliance and Continuity

Nan Bartlett, Chair Term ending June 30, 2021

Jane Manning Term ending June 30, 2021

Scott Roessler Term ending June 30, 2021

Lorne Radbourne Term ending June 30, 2020

Ex officio: Board Chair and President and CEO

Board Development Planning Committee

Mary Ann Eckstrom, Chair Term ending June 30, 2021

Pattie Pavlov Term ending June 30, 2021

Ex officio: Board Chair and President and CEO

CARRIED
5846/2019

5.4. Ownership Linkage Draft Three Year Plan

As a follow-up to the April 25, 2019 Board meeting, L. Radbourne has completed the development of a first draft of a three-year ownership linkage plan and is presenting it for Board feedback and approval.

Implementing and maintaining the ownership-linkage plan was identified as essential to its success with an annual approval of a new three-year plan.

Following approval of the Plan, the meetings dates will be identified and attendance determined.

Comments for amendment of the plan include:

- Addition: Each public Board members is expected to attend one ownership linkage meeting.
- Addition: Follow-up each ownership linkage with a formal evaluation and discussion on how to improve the process. Collect suggested changes to process and update the plan annually.
- Addition: County of Clear Hills
- Process: For time management, dates should be identified and communication as soon as possible.
- Process: Questions from the Board contingent will be received in advance by the owners.

MOVED by Lorne Radbourne, **SECONDED** by Pattie Pavlov that the Board approves the Three Year Ownership Linkage Plan, with amendments.

CARRIED
5847/2019

5.5. Board Governance Process Policy GP7 Board Linkage with Other Organizations

J. Manning performed a content review of Board Governors Process Policy GP7. She reported that the content is understandable and is satisfied that no amendments are required.

The newly approved Three Year Ownership Linkage Plan will be available and accessible by the Board at any time on the Boardvantage website.

MOVED by Jane Manning, **SECONDED** by Nan Bartlett, the Board of Governors has discussed the content of GP7 Board Linkage with Other Organizations and affirms that there are no amendments required.

CARRIED
5848/2019

6. MONITORING BOARD PERFORMANCE

6.1. Board Governance Process Policy GP9, Board Committee Structure

Mary Ann Eckstrom monitored for compliance, Board Governance Process Policy GP9, Board Committee Structure. This policy serves as the over-arching policies outlining the principles of Board Committees.

MOVED by Mary Ann Eckstrom, **SECONDED** by Gordon Pellerin, that the Board of Governors has assessed its performance with GP9, Board Committee Structure, and agrees that the Board of Governors acts consistently, and is in compliance with the intent of the policy.

CARRIED
5849/2019

7. MONITORING CEO PERFORMANCE

7.1. Executive Limitation Planning EL2

The Board of Governors received the CEO Monitoring Report on Executive Limitation Planning, EL2, as resubmitted by the President and CEO Don Gnatiuk.

MOVED by Gordon Pellerin, **SECONDED** by Lorne Radbourne, that the Board of Governors has read the CEO Monitoring Report on EL2, Planning, and has assessed that the interpretation is reasonable, and that the evidence sufficiently demonstrates compliance with the interpretation.

CARRIED

5850/2019

Abstention: Don Gnatiuk

7.2. Executive Limitation Compensation and Benefits EL5

The Board of Governors received the CEO Monitoring Report on Executive Limitation Compensation and Benefits, EL5.

MOVED by Mary Ann Eckstrom, **SECONDED** by Scott Roessler, that the Board of Governors has read the CEO Monitoring Report on EL5, Compensation and Benefits, and has assessed that the interpretation is reasonable, and that the evidence sufficiently demonstrates compliance with the interpretation.

CARRIED

5851/2019

Abstention: Don Gnatiuk

8. FOR FUTURE DECISION-MAKING

8.1. President and CEO Recruitment Update

Director of Human Resources, Bobbi Chamberlain, relayed a progress report from Leaders International Partner Ardyce Kouri, regarding the President and CEO Recruitment.

The next meeting with the Board of Governors that makes up the Recruitment Committee will be June 26. Documentations required for this meeting will be provided one week prior to the meeting.

Discussion ensued regarding the addition of the new Board members in the recruitment process. Prior to new Board members attending, they will sign a confidentiality agreement and meet with the Board Chair for a briefing of expectations. B. Chamberlain will forward to Board members the formal recruitment profile.

MOVED by Mary Ann Eckstrom, **SECONDED** by Blaine Badiuk, that the Board of Governors will invite Connie Korpan, Amy Speedtsberg and Lindsey Comeau to attend and provide input at the June 26 President and CEO Recruitment meeting.

CARRIED

5852/2019

8.2. Legal / Land / Labour

By general consent, the Board of Governors moved to an in-camera session at 1:05.

By general consent, the Board of Governors reverted to regular session at 1:12 p.m.

8.3. CEO Report of Issues of Enterprise Risk

President Gnatiuk introduced GPRC Manager of Enterprise Risk, Nathaniel Smith, who explained the International Organization for Standardization (ISO) Risk Management principles and guidelines, and provided a high-level overview of the top five extreme risks currently within the GPRC Risk Register.

8.4. Self-Evaluation of Governance Process at Last Meeting

The Board reviewed the responses to the May meeting evaluation.

9. NICE TO KNOW INFORMATION

9.1. GPRC Tour of Nursing Department

The Board received a tour of the Nursing Department from Chair of Nursing Education and Health Studies, Vanessa Sheane.

9.2. Board Chair Report

Board Chair Natalia Reiman presented her report on activity since the last Board meeting for information to the Board.

Her meeting with Minister of Finance, Travis Toews, was very positive and Minister Toews expressed the goals of the Alberta Government in regards to Advanced Education. A GPRC Briefing Report was handed to Minister Toews. Board members will also receive a copy of this report.

The Board Chair has upcoming meetings in June with the Minister of Advanced Education in Calgary, and a teleconference with the Office of the Auditor General.

9.3. CEO Report of Incidental Information

The CEO reported on:

- Consultant Janet Hyde has been contracted to undertake a review of the program mix at GPRC, including consideration of niche programming. Results of this review will inform the new Strategic Plan and Master Academic Plan. The Board can anticipate a revisiting of its Ends in early 2020 to align with this report.
- Attending the Chairs Leadership Institute in Victoria this June.
- An issue of succession planning for the position that supports the work of the Board has been identified and resolved by Executive who have allocated funding for a position that will work with the Senior Executive Assistant for one day per week for 12 months.
- The GPRC College Classic and thanked Board members for attending.
- The shift to resuming regular business and responsibilities of the President and CEO, now that the Vice-President Academics and Research is in place.

9.4. Alumni Foundation Board of Directors Meeting Report

Ms. Manning reported that there is nothing new to report at this time.

10. ROUND TABLE


Board members shared announcements and news regarding recent activities.

- Board members congratulated Gordon Pellerin on his re-election to the Board by the Employees' Association and the Alberta Union of Provincial Employees.
- Gratitude and appreciation was extended to Laurie Nock and Blaine Badiuk. Both are completing a two-year term on the Board of Governors.
- Congratulations is extended to the two student appointees, Lindsey Comeau and Amy Speedstberg.
- L. Radbourne attended the retirement celebration for members of the Academic Staff Association.
- P. Pavlov reported on the efforts currently underway to form the legal entities and strengthen the Jasper Culinary project.
- The Town of Fairview aligned their municipal celebrations to align with the Trades Camp in Fairview last week.
- The Ownership Linkage sessions will be very informative.
- Thank you to the Nursing Department for the tour this afternoon. The education components of the Board meeting are of great value to the Board.
- Thank you to Dr. Heath for assuming the role of Acting President in March and attending the Board Meeting held in Fairview.

11. ADJOURNMENT

The meeting adjourned at 3:07 p.m.


Natalia Reiman, Chair
GPRC Board of Governors


Maureen Clarke
Secretary