



## MEDICINE HAT COLLEGE BOARD OF GOVERNORS

### Open Meeting Minutes

September 17, 2019

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#### PRESENT:

Board Members:	Graham Kelly Mohammed Idriss Patricia Cocks Dalton Ehry Diane Gall Kelly Garland Jade Kent Petra Mauerhoff Kevin Shufflebotham	Chair Vice Chair Public Member Student Member Academic Member Public Member Non Academic Member Public Member President & CEO
Administrative Resources:	Wayne Resch Terry Chapman. Troy Tait Kathy McDowall	VP, Administration & Finance VP, Academic Executive Operations Strategist Executive Assistant, President & CEO / Board of Governors
Guest:	Joshua Hirsch	

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#### 1. CALL TO ORDER

The Chair, G. Kelly, called the meeting to order at 6:00 pm, noted a quorum was present and declared the meeting duly constituted. The Chair welcomed Joshua Hirsch, who will become our second student member once approved by Advanced Education.

#### 2. ACKNOWLEDGEMENT OF THE TERRITORY

The Chair, G. Kelly, acknowledged that the Board of Governor's meeting is being held on traditional territory.

#### 3. APPROVAL OF THE AGENDA

The Chair called for additions to the agenda. Added to New Business 8.8 Health, Wellness & Athletics Expansion.

#### Motion: (J. Kent)

**"BE IT RESOLVED THAT the agenda of the Open Meeting of the Board of Governors of Medicine Hat College on September 17, 2019 be approved as amended.**

**CARRIED**

**4. APPROVAL OF THE MINUTES**

The Chair asked for the minutes from the June 18, 2019 Open meeting be approved as circulated.

**Motion: (K. Garland)**

**“BE IT RESOLVED THAT the minutes of the Open Meeting of the Board of Governors of Medicine Hat College of June 18, 2019 be approved as circulated.”**

**CARRIED**

**5. CONSENT AGENDA**

The Consent Agenda was presented for approval.

**Motion: (K. Garland)**

**“BE IT RESOLVED THAT the Board of Governors of Medicine Hat College approves the Consent Agenda.”**

**CARRIED**

**6. BUSINESS ARISING**

**6.1. Budget 2019-2020**

W. Resch reported that as per the Post-secondary Learning Act the college is not allowed to submit a deficit budget and a letter was submitted to Advanced Education requesting permission to have a deficit budget for the 2019-2020 year end. This deficit was due to the ERP project that we are currently undertaking. These expenses have been previously considered capital but because of changes to the accounting standards these expenses are now being expensed in the year of acquisition. The request from government was denied for a deficit budget for the 2019-2020 year, and due to this, the Board is being asked to review and approve an updated 2019-2020 budget that will be used as our new base budget. Adjustments will be made at the first and second quarters.

**MOTION (P. Cocks)**

**“BE IT RESOLVED that the Board of Governors of Medicine Hat College approves the 2019-2020 Budget as revised.”**

**6.2. Strategic Planning Update**

K. Shufflebotham presented a PowerPoint on the Strategic Planning. The Strategic Plan process began in August with a draft is expected in March 2020. We are asking three questions to the community.

1. Where are we now?
2. Where are we going?
3. How are we going to get there?

From the Thought Exchange we have found that some of our strength and weakness for the region in general are:

**Regional Strengths**

- Arts & Culture
- Community
- People

**Regional Weaknesses**

- Brooks
- Isolated
- Change

The regional opportunities/niches coming out of the grouping of words include

- solar
- agriculture
- cannabis
- water conservation
- sustainable greenhouse

**6.3. Mandate & Roles Document and Mandate Statement**

In March, Advanced Education requested that we review the Mandate and Roles Document and the Mandate Statement. We have talked with Advanced Education and explained that we are developing our Strategic Plan and we wouldn't be able to submit revised documents until February 2020.

**6.4. General Academic Council (GAC)**

• **Membership**

General Academic Council will be having their first meeting in September. The meetings are being restructured. The GAC consists of seven members from administration, seven members from the faculty, and seven members from the student body. The Post-secondary Learning Act (PSLA) stipulates the membership for GAC. The President and CEO is automatically a member pursuant to Section 46(1). The Board appoints the senior officials to the General Academic Council.

M. Idriss suggested having administration from Brooks Campus part of the GAC so that representation from Brooks would be on the committee. T. Chapman explained that C. Slenders is part of administration and not part of the academics at Brooks. Discussion ensued.

**MOTION (K. Garland)**

**"BE IT RESOLVED THAT pursuant to section 46(1)(b) to the Post-secondary Learning Act, the following three members: Dr. Terry Chapman, Ms. Cindy Slenders, and Mr. Sandy Henderson be appointed to the General Academic Council for the academic term of 2019-2020.**

**DEFEATED**  
**For – 2**  
**Against – 8**

**OMNIBUS MOTION (K. Garland)**

**"BE IT RESOLVED THAT pursuant to section 46(1)(b) to the Post-secondary Learning Act, the following three members: Dr. Terry Chapman, Mr. Wayne Resch, and Mr.**

**Sandy Henderson be appointed to the General Academic Council for the academic term of 2019-2020.**

**“BE IT RESOLVED THAT pursuant to section 46(1)(b) to the Post-secondary Learning Act, the following three additional members: Dr. Elizabeth Pennefather-O’Brien, Ms. Erin Penzes, and Mr. Dennis Beaudoin be appointed to the General Academic Council for the academic term of 2019-2020.**

**CARRIED**  
**For – 9**  
**Against - 1**

## **7. REPORTS**

### **▪ President**

K. Shufflebotham reported that over for the past five months he has been taking opportunities to build bridges. He has done presentations at various organizations and is focusing on being as transparent and changing the culture. Earlier this month Medicine Hat College executive and Lethbridge executive had the opportunity to meet and talk about how we can work together. In October, K. Shufflebotham will be taking a team to visit Northern Lakes College to learn about their regional stewardship model.

### **▪ VP Academic**

T. Chapman reported there are some new program opportunities proposing support with economic partners in the region. This involves Agroecology Technology Diploma and a diploma in Human and Social Services. T. Chapman is meeting to discuss the next steps to offering an Addictions Counselling degree. Discussions are continuing with Mt. Royal University on our BBA program. Meeting with the Deans to discuss Academic Restructuring.

### **▪ VP Administration & Finance**

W. Resch reported that this summer there were two email breaches. IT has put a team together and forced a password reset. A lot of work is being done on double verification. Currently he is working with IT on developing a training course through Blackboard. This was a low risk situation and we have worked with FOIP to submit a report to the Office of the Information and Privacy Commissioner of Alberta (OIPC).

## **8. NEW BUSINESS**

### **8.1. Board Renewal – Next Steps**

J. Kent and G. Kelly will meet to discuss the items and next steps that were discussed at the Board Renewal on June 24 and 25.

### **8.2. 2019-2020 Priorities**

K. Shufflebotham shared priorities with the Board for 2019-2020. Initiatives were grouped into three areas.

#### **1. Building Community**

- The connections with each other, and the people and communities around us.

2. Creating Opportunity
  - The opportunities we provide for purposeful growth as an organization.
3. Setting the Stage
  - The actions we take to keep the organization functioning well – both today and in the future.

### **8.3. Institutional Reporting (Ends vs Priorities)**

According to Board policy BP 3 Board-President Relationships the President and CEO is required to report on the Ends and Executive Limitations on a scheduled basis. Starting at the October meeting reports the priorities will be done under the Ends Update. Executive Limitations will also be reported on.

### **8.4. Vision/Mission/Guiding Principles**

We currently have a Board approved Vision, Mission Statement and Guiding Principles. While working on the Strategic Plan we have an opportunity to review and update them.

### **8.5. Freedom of Expression**

The Minister of Advanced Education has asked all post-secondary institutions to demonstrate commitment to the Chicago Principles – Freedom of Expression. A system wide approach is preferred to ensure that the principles are compliant with Alberta and Canadian law and that all Alberta institutions are adhering to the same principles. The Freedom of Expression document will be brought back to the October Board meeting for approval.

### **8.6. Board Calendar**

The draft calendar for 2019-2020 represents the traditional board meeting schedule. The calendar does not substantially deviate from previous years.

### **MOTION: (P. Cocks)**

**“BE IT RESOLVED that the Board of Governors of Medicine Hat College approves the Annual Board Calendar 2019-2020 as presented.”**

**CARRIED**

### **8.7. Students Association Financial Statements**

As part of the PSLA the Students' Association is to provide audited financial statements annually to the board.

### **8.8. Health, Wellness & Athletics Expansion**

The Health, Wellness & Athletics Expansion was discussed in the Closed meeting and brought forward to the Open meeting for approval. We will move forward with Option 2.

Total Construction Cost (maximum)	\$8.0 million
Total Funding Available (Province of Alberta)	<u>\$4.3 million</u>
Cost to MHC	\$3.7 million

Transfer from MHC restricted reserves***	<u>\$3.7 million</u>
Unfunded portion	<u>\$ 0.00</u>

\*\*\* If ICIP funding is awarded it would reduce this amount by \$1.95 million

**MOTION (D. Gall)**

**“BE IT RESOLVED THAT the Board of Governors of Medicine Hat College approve the Health, Wellness and Athletic Expansion Phase Two project that will allow construction to begin in the Spring 2020. The Board of Governors approves a budget of up to \$8.0 million for this project. The project consists of indigenous space, academic space and enhancements to the sports & wellness facilities.”**

**CARRIED**

**MOTION (P. Cocks)**

**“BE IT RESOLVED THAT the Board of Governors of Medicine Hat College approve the transfer of up to \$3.7 million from the Health & Wellness Athletic Expansion restricted reserve for the completion of the phase one of the project.”**

**CARRIED**

**9. OPEN DISCUSSION**

**10. ADJOURNMENT**

**MOTION: (D. Gall)**

**“BE IT RESOLVED THAT the Board of Governors’ Open Meeting of September 17, 2019 be adjourned.”**

**CARRIED**



Graham Kelly  
Board Chair



Kathy McDowall  
Executive Assistant, President & CEO/Secretary,  
Board of Governors