



## MEDICINE HAT COLLEGE BOARD OF GOVERNORS

### Open Meeting Minutes

October 15, 2019

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#### PRESENT:

|                              |                                                                                                                                     |                                                                                                                                      |
|------------------------------|-------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| Board Members:               | Graham Kelly<br>Mohammed Idriss<br>Patricia Cocks<br>Dalton Ehry<br>Diane Gall<br>Kelly Garland<br>Jade Kent<br>Kevin Shufflebotham | Chair<br>Vice Chair<br>Public Member<br>Student Member<br>Academic Member<br>Public Member<br>Non Academic Member<br>President & CEO |
| Administrative<br>Resources: | Troy Tait<br>Kathy McDowall                                                                                                         | Executive Operations Strategist<br>Executive Assistant, President & CEO /<br>Board of Governors                                      |
| Guest:                       | Joshua Hirsch                                                                                                                       | Student Member                                                                                                                       |
| Regrets:                     | Petra Mauerhoff                                                                                                                     | Public Member                                                                                                                        |

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#### 1. CALL TO ORDER

The Chair, G. Kelly, called the meeting to order at 3:20 pm, confirmed a quorum was present and declared the meeting duly constituted.

#### 2. ACKNOWLEDGEMENT TO THE TERRITORY

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

#### 3. DECLARATION OF CONFLICT OF INTEREST

The Chair provided Board members with an opportunity to declare a conflict of interest with any of the items on the agenda. None was declared.

#### 4. APPROVAL OF THE AGENDA

The Chair called for additions to the agenda.

#### Motion: (M. Idriss)

**"BE IT RESOLVED THAT the agenda of the Open Meeting of the Board of Governors of Medicine Hat College on October 15, 2019 be approved as presented.**

**CARRIED**

**5. APPROVAL OF THE MINUTES**

The minutes from the September 17, 2019 Open meeting were presented for approval.

**Motion: (D. Ehry)**

**“BE IT RESOLVED THAT the minutes of the Open Meeting of the Board of Governors of Medicine Hat College of September 17, 2019 be approved as circulated.”**

**CARRIED**

**6. CONSENT AGENDA**

The following were approved by Consent Agenda.

- Finance & Audit Committee Report (*dated October 3, 2019*)
- Executive Committee Minutes (*dated September 3, 2019*)
- Finance & Audit Committee Minutes (*dated May 14, 2019*)
- Finance & Audit Committee Audit Entrance Minutes (*dated April 30, 2019*)
- General Academic Council Draft Minutes (*dated September 24, 2019*)

**Motion: (P. Cocks)**

**“BE IT RESOLVED THAT the Board of Governors of Medicine Hat College approves the Consent Agenda as presented at the October 15, 2019 Open Meeting of the Board.”**

**CARRIED**

**7. BUSINESS ARISING**

**8. REPORTS**

**8.1. Executive Limitations**

As per BP 3 – Monitoring Presidential Performance, the President and CEO must report on the Executive Limitations on an annual basis. To accomplish this requirement a schedule has been set up. For the month of October the following Executive Limitations were reported on. EL 1 General Executive Restraint; EL 2 Treatment of People; EL 3 Budgeting; EL 4 Financial Conditions.

**8.2. Ends Statements & 2019-2020 Priorities**

As per Board policy BP 3 - Monitoring Presidential Performance that merge the Ends and the priority initiatives for the 2019-2020 academic year.

**E 4 Programming & Instruction**

- *Increase availability of program offerings*
- *Develop a Stage Gate process for new programs*
- *Develop new programs*
- *Bridge credit and non credit offerings*

**E 5 College of Choice**

- *Recruit key leadership positions*
- *Enhance employee engagement*
- *Initiate contract negotiations*

**E 6 Community Partnerships**

- *Build relationships externally and pursue partnerships*
- *Serve the Brooks Community*
- *Develop Collaborative Degrees*
- *Enhance Regional Stewardship*

**E 7 Future Proofed**

- *Restructure the academic portfolio*
- *Develop a strategic enrolment plan*
- *Implement software solution (ERP)*
- *Develop an institutional strategic plan*
- *Complete space utilization study*
- *Develop strategy for ancillary services*
- *Pursue HWAE facility*

**9. NEW BUSINESS**

**9.1. Freedom of Expression**

The Government of Alberta is requesting that all Alberta's publicly funded post-secondary institutions demonstrate their commitment to the eight key principles of the Chicago Statement on Free Speech.

**MOTION (D. Gall)**

**"BE IT RESOLVED that the Board of Governors adopt the eight key principles as presented in the Medicine Hat College Freedom of Expression Statement"**

**CARRIED**

**9.2. Approval of Consolidated Financial Statements as of June 30, 2019**

The Consolidated Financial Statements as of June 30, 2019 will be tabled to the November Board meeting.

**MOTION (P. Cocks)**

**"BE IT RESOLVED that the Board of Governors table the Consolidated Financial Statements as of June 30, 2019 for approval at the November Board meeting."**

**CARRIED**

**9.3. Program Development Funding**

A restricted fund was created in 2010-2011 to assist in funding academic completion opportunities that might arise in the upcoming years. A subcommittee of the Academic Portfolio Council (APC) has been created. The Academic Program Stage Gate

Subcommittee will review and make recommendations to APC with regards to programming and funding allocation. The APC group will forward their recommendation onto Executive Committee for final funding approval and access to a portion of the \$250,000.

**MOTION (K. Garland)**

**“BE IT RESOLVED that the Board of Governors of Medicine Hat College approve the transfer of up to \$250,000 from the Academic Completion Opportunities reserve to unrestricted reserves. The funding can be spent on initiatives relating to program development”**

**CARRIED**

**9.4. GAC Terms of Reference**

The first General Academic Council meeting was held on September 24. The Terms of Reference was reviewed thoroughly and a motion was passed by GAC to recommend approval by the Board of Governors.

GAC will be a standing agenda item on the Board Open Agenda with K. Shufflebotham reporting.

The Honorary Applied Degree award works through GAC. A subcommittee will be set up to review applications with a recommendation forwarded to the Board for approval.

**MOTION:**

**“BE IT RESOLVED that the Board of Governors of Medicine Hat College approve the General Academic Council Terms of Reference as presented.”**

**CARRIED**

**9.5. Board Committee Membership**

New members of the following committees are:

Board Effectiveness: Joshua Hirsch

Policy & Bylaw: Pat Cocks, Dalton Ehry, Joshua Hirsch

Foundation Board: Dalton Ehry will replace Pat Cocks

**MOTION: (D. Ehry)**

**“BE IT RESOLVED that the Board of Governors of Medicine Hat College approves the Board Committees and Membership, as discussed.”**

**CARRIED**

**10. OPEN DISCUSSION**

**11. ADJOURNMENT**

**MOTION: (D. Gall)**

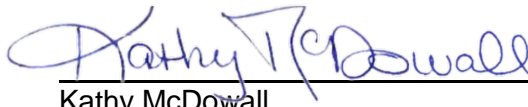
**“BE IT RESOLVED THAT the Board of Governors’ Open Meeting of October 15, 2019  
be adjourned.”**

**CARRIED**



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Graham Kelly,  
Board Chair



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