

**MEDICINE HAT COLLEGE  
BOARD OF GOVERNORS  
Regular Meeting Minutes  
September 21, 2021**

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**PRESENT:**

Board Members:	Sarah MacKenzie Luke Day Shelley Beck Yusuf Mohammed Diane Gall David Restoule Travis Boser Veronica Yeoman Kevin Shufflebotham	Interim Board Chair Interim Vice Chair Public Member Public Member Academic Member Non- Academic Member Student Member Student Member President & CEO
Regrets:	Kent Smith	Public Member
Administrative Resources:	Wayne Resch Vicky Roy	VP, Administration & Finance VP, Academic and Provost
Recorder:	Kathy McDowall	Executive Assistant, President & CEO / Secretary to the Board of Governors

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**1. CALL TO ORDER**

The meeting was called to order at 4:02 pm, a quorum was confirmed present and the meeting was declared duly constituted.

**2. ACKNOWLEDGEMENT TO THE TERRITORY**

The interim board chair acknowledged that the Board of Governor's meeting is being held on traditional territory.

**3. DECLARATION OF CONFLICT OF INTEREST**

No conflict of interest or perceived conflicts of interest were declared.

**4. APPROVAL OF THE AGENDA**

**MOTION: (V. Yeoman)**

**SECONDED: (D. Gall)**

**"BE IT RESOLVED THAT the agenda of the regular meeting of the Board of Governors of Medicine Hat College on September 21, 2021 be approved as presented."**

## 5. APPROVAL OF THE MINUTES

The minutes of the regular meeting of the Board of Governors for May 18, 2021 Closed meeting was presented for approval.

The minutes of the regular meeting of the Board of Governors for June 15, 2021 meeting was presented for approval.

**MOTION: (T. Boser)**

**SECONDED: (V. Yeoman)**

**“BE IT RESOLVED THAT the minutes of the closed meeting of the Board of Governors for May 18, 2021 and the regular meeting of the Board of Governors of Medicine Hat College for June 15, 2021 be approved as presented.”**

CARRIED

## 6. CONSENT AGENDA

The following items were approved by consent agenda.

- **Special Task Force Minutes** (*August 31, 2021*)
- **Committee Minutes**
  - *Executive Committee (March 2, 2021)*
  - *Executive Committee (Draft – September 7, 2021)*

**MOTION: (Y. Mohammed)**

**SECONDED: (D. Restoule)**

**“BE IT RESOLVED THAT the Board of Governors of Medicine Hat College approve the Consent Agenda as presented at the September 21, 2021 meeting of the Board.”**

CARRIED

## 7. STRATEGIC PLAN UPDATE

### 7.1. Reports

This summer work continued on both the implementation and development of tactics that support achievement of our strategic plan. Tactics have been developed through unit planning and the Senior Leadership Team. This priorities document is a fluid document and will be updated on a regular basis.

As part of the Executive report on strategic activities, key performance indicators and measures will be presented to the Board. The Measures will track our progress towards our goals and allow us to notice trends and adjust action keep our goals in sight.

This month our three measures are:

- Goal 1 Enrolment in collaborative programming
- Goal 3 Key partnership feedback
- Goal 3 Non-Credit registrations

## **8. REPORTS**

### **8.1. Committee Reports**

- **Special Task Force**

The Special Task Force met at the end of August and discussed topics from the June Board meetings and the Board Retreat. The task force discussed the change in meeting dates for Board meetings from 10 meeting dates a year to five for this year and four for next year. This motion was brought to the board to be approved. The Special Task Force brought four motions to the Board. Motions include approving the creation of the Human Resources Committee in September 2021, a Campus Development Committee to be formed in Spring 2022 and the External Relations Committee in Fall 2022. The HR committee will create their terms of reference and terms of reference for Campus Development Committee and the External Relations Committee will be created by the Special Task Force. With the creation of the External Relations Committee for Fall 2022 the Foundation will be dissolved this year. A motion to dissolve the Foundation was brought to the board for approval.

**MOTION: (V. Yeoman)**

**SECONDED: (S. Beck)**

**“BE IT RESOLVED that the Board of Governors approve the meeting schedule as recommended by the Special Task Force. This includes five meetings in 2021-2022 to be held in September 21, 2021; November 16, 2021; January 18, 2022; March 15, 2022; and May 17, 2022 and a retreat to be scheduled in June 2022. For 2022-2023 the meeting dates would be October 18, 2022; December 20, 2022; February 28, 2023; May 16, 2023 and a retreat to be scheduled in June 2023.”**

**CARRIED**

**MOTION: (T. Boser)**

**SECONDED: (D. Restoule)**

**“BE IT RESOLVED that the Board of Governors approve the recommendation of the Special Task Force that the Campus Development Committee will be formed in Spring 2022.”**

**CARRIED**

**MOTION: (L. Day)**

**SECONDED: (V. Yeoman)**

**“BE IT RESOLVED that the Board of Governors approve the recommendation of the Special Task Force that the Human Resources Committee will be formed in September 2021.”**

**CARRIED**

**MOTION: (S. Beck)**

**SECONDED: (T. Boser)**

**“BE IT RESOLVED that the Board of Governors approve the recommendation of the Special Task Force that the External Relations Committee will be formed in September 2022.”**

**CARRIED**

**MOTION: (Y. Mohammed)      SECONDED: (D. Gall)**

**“BE IT RESOLVED that the Board of Governors approve the recommendation of the Special Task Force that the Foundation be dissolved.”**

**CARRIED**

• **Executive Committee**

The Executive Committee brought forward to the Board of Governors that Medicine Hat College not pursue the implementation of an Alternative Academic Council at this time. Discussion ensued. It was recommended that we consider this as an open topic and reevaluated at a future meeting.

**MOTION: (S. Beck)      SECONDED: (Y. Mohammed)**

**“BE IT RESOLVED that the Board of Governors approve the recommendation of the Board of Governors Executive Committee that Medicine Hat College not pursue the implementation of an alternative Academic Council at this time.”**

**CARRIED**

**NO: 1 (Diane Gall)**

**9. NEW BUSINESS**

**9.1. Terms of Reference Development for new Board Subcommittees and Subcommittee membership**

Have all committees review their Terms of Reference and bring back the recommendations to the November Board meeting for approval.

Sarah presented the list of committees and asked Board members to consider committees and follow-up with her.

**9.2. GAC Membership**

The GAC Terms of Reference states that the General Academic Council consists of the following members:

- Presidents & CEO
- Three senior officials appointed as members of the General Academic Council by the Board
- Four Academic Deans appointed as members of the General Academic Council by the Board
- Eight faculty members either elected or appointed by the Faculty Association
- Eight student members selected by the Students' Association

The Board approved the appointment of the following to the General Academic Council:

**MOTION: (D. Gall)**

**SECONDED: (V. Yeoman)**

**“BE IT RESOLVED THAT pursuant to Section 46(1)(b) of the Post-secondary Learning Act, the following three members: Dr. Vicky Roy, Mr. Wayne Resch, and Mr. Sandy Henderson are appointed to the General Academic Council for the Academic Term of 2021-2022.”**

**CARRIED**

**MOTION: (S. Beck)**

**SECONDED: (T. Boser))**

**“BE IT RESOLVED THAT pursuant to Section 46(1)(e) of the Post-secondary Learning Act, the following four members: Dr. Harry Applin, Mr. Chad Flinn, Mr. Clay Bos, and Mr. Timothy Spielman are appointed to the General Academic Council for the Academic Term of 2021-2022.”**

**CARRIED**

### **9.3. Board Representation of AUPE, Faculty Association and Students**

Annually the Board meets with the executive of the AUPE, Faculty Association and students. The Board Executive committee confirmed with AUPE, Faculty Association and students that they wanted to continue meeting with the Board.

### **9.4. Recognition for Past Board Members**

With the pandemic rules are still in effect we are unable to meet with past board members. We will honor them with a gift and card of thanks.

*ACTION: Kathy will send these out to the past board members.*

### **9.5. Students' Association Financial Statements**

Veronica Yeoman, SA President, presented the SA Financial Statements to the Board as information.

### **9.6. COVID Update**

Kevin updated the Board on COVID measures recently put in place.

## **10. STRATEGIC DISCUSSION**

### **• Indigenous Strategic Plan Draft**

Sandy Henderson and Nicholas Langat presented the draft of the Indigenous Strategic Plan. Background work started over four years ago. The initial document was created by the Indigenous People Circle.

## **11. IN CAMERA**

Leaving the meeting was W. Resch and V. Roy at 5:47 pm

**MOTION: (L. Day)**

**SECONDED: (D. Restoule)**

**“BE IT RESOLVED THAT the Board of Governors move to In Camera.**

**APPROVED**  
**November 16, 2021**

**CARRIED**

K. Shufflebotham left the In Camera meeting at 6:05 pm

**MOTION: (D. Gall)**

**SECONDED: (S. Beck)**

**"BE IT RESOLVED THAT the Board of Governors move out of In Camera and to the Regular meeting.**

**CARRIED**

**MOTION: (L. Day)**

**SECONDED: (T. Boser)**

**"BE IT RESOLVED THAT the Board of Governors have Y. Mohammed Chair an Ad Hoc committee to design the criteria and conduct a performance review of the president. Members of committee will be Sarah MacKenzie, Diane Gall and Veronica Yeoman.**

**CARRIED**


## **12. ADJOURNMENT**


**MOTION: (S. Beck)**

**SECONDED: (D. Gall)**

**"BE IT RESOLVED THAT the Board of Governors Regular meeting of September 21, 2021 be adjourned."**

**CARRIED**

  
Sarah MacKenzie  
Interim Chair, Board of Governors

  
Kathy McDowall  
Executive Assistant, Board of Governors