

MEDICINE HAT COLLEGE
BOARD OF GOVERNORS
Regular Meeting Minutes
January 18, 2022

PRESENT:

Board Members:	Sarah MacKenzie Luke Day Shelley Beck Yusuf Mohammed Kent Smith David Restoule Veronica Yeoman Kevin Shufflebotham	Interim Board Chair Interim Vice Chair Public Member Public Member Public Member Non- Academic Member Student Member President & CEO
Regrets:	Travis Boser	Student Member
Administrative Resources:	Wayne Resch Sue Fitzsimmons Kathy McDowall	VP, Administration & Finance Acting VP, Academic/Provost Executive Assistant, President & CEO / Secretary to the Board of Governors
Guests:	Lana West Nicole Nemo Debra Henley Dean Studer Rebecca Rothfus Judine Bailey Sandy Henderson Terry Ballard	AUPE AUPE AUPE AUPE Students' Association Students' Association Dean of Students/Registrar Manager, Athletics & Recreation

1. CALL TO ORDER

The meeting was called to order at 4:05 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.

Sarah welcomed Dr. Sue Fitzsimmons, the acting VP Academic & Provost to the Board meeting and to Medicine Hat College. Dr. Fitzsimmons introduced herself to the Board.

4. APPROVAL OF THE AGENDA

MOTION: (K. Smith)

“BE IT RESOLVED THAT the agenda of the regular meeting of the Board of Governors of Medicine Hat College of January 18, 2022 be approved as presented.”

CARRIED

5. APPROVAL OF THE MINUTES

MOTION: (V. Yeoman)

“BE IT RESOLVED THAT the minutes of the meeting of the Board of Governors for November 16, 2021 be approved as presented.”

CARRIED

6. CONSENT AGENDA

The following items were approved by consent agenda.

- **Committee Minutes**
 - Executive Committee (*December 14, 2021*)
 - Governance Committee (*December 9, 2021*)
 - Policy & Bylaw (*December 7, 2021*)
 - General Academic Council (*January 10, 2022*)
- **President’s Monitoring Reports – Executive Limitations**
 - EL-5 Restricted and Unrestricted Net Assets
 - EL-6 Asset Protection
 - EL-7 Investment
 - EL-8 Compensation & Health

MOTION: (S. Beck)

“BE IT RESOLVED THAT the Board of Governors of Medicine Hat College approve the Consent Agenda as presented at the January 18, 2022 meeting of the Board of Governors.”

CARRIED

7. MEETING WITH AUPE

The executive of AUPE attended the Board meeting. Lana West, Chair of AUPE introduced the members of the AUPE executive, Dean Studer, Nicole Nemo & Deb Henly. David Restoule is the nonacademic rep for AUPE to the Board. Lana mentioned that staff are happy with the decision to return to classes on Monday, January 24. They thanked the Board for the opportunity to come and speak to them.

8. MEETING WITH STUDENTS

Veronica Yeoman, Presidents of the Students' Association gave a presentation to the Board on the Students' Association activities for students this past year. Members of the SA executive were unable to attend the meeting as they were in class. Veronica introduced the Executive Director, Rebecca Rothfus. Judine Bailey, student rep, joined the meeting after the SA presentation to the Board.

9. STRATEGIC PLAN UPDATE

9.1. President's Report

Kevin welcomed Dr. Fitzsimmons to the team and provided an overview of the President's report.

He reported that work continues to move forward on the strategies of the strategic plan. The PSLA was updated on December with Bill 74 – Advanced Education Statutes Amendment Act that was implemented by government.

Medicine Hat College hosted CAQC (Campus Alberta Quality Council) for a site visit in October. The CAQC response has 19 conditions and 14 recommendations that need to be completed towards MHC offering its own degree. CAQC acknowledged the work we had done and have decided they wouldn't move our proposal to the evaluation stage at this time and gave us until Fall 2022 to work on them. They have asked us to develop an academic plan and to have our mandate updated. If they feel comfortable at that time on what we have done they would move us to the evaluation stage. The intent is to continue working towards the degree and the response from CAQC was not a setback.

Medicine Hat College will be back to offering classes as originally scheduled on January 24. Institutions that will be returning to face to face learning will be discussed at the CCC President's meeting. The larger institutions are extending online until after reading break in February.

Discussion continues with the department on the IMA. Metrics for the IMA include:

- WIL
- Graduate employment
- Administrative Expense Ratio
- Domestic Enrolment
- International Enrolment (transparency metric only and not associated with funding)

Wayne reported on integrated planning and the need to be strategic with stakeholder consultations.

Sue reported on student numbers and student perception of instruction. Our FLE's have been in decline. There was a 2% decrease last year and a 4% decrease this year. We continue to see delays for international students to get their student visas and come to Canada. With

launching new programming this year we are seeing application numbers increase. As of today we are seeing a 30% increase in applications as of February 1, 2021.

Student surveys were done at the end of last semester on their perception of the instruction they received. There were 4500 surveys sent out and 2500 returned. Responses were favorable.

10. REPORTS

10.1. *Committee Reports*

- **Policy & Bylaw Committee**

The Policy & Bylaw Committee brought the Terms of References for the committees to the Board for approval. Presented were GP 6.1 Executive Committee Terms of Reference, GP 6.2 Finance & Audit Committee Terms of Reference, GP 6.3 Policy & Bylaw Committee Terms of Reference, GP 6.4 Governance Committee Terms of Reference, GP 6.5 Human Resources Committee Terms of Reference, GP 6.6. External Relations Committee Terms of Reference and GP 6.7 Campus Development Committee Terms of Reference.

OMNIBUS MOTION: (K. Smith)

“BE IT RESOLVED that the Board of Governors of Medicine Hat College approve the Terms of References for each committee, as presented.”

CARRIED

- **Governance Committee**

MOTION: (V. Yeoman)

“BE IT RESOLVED that the Board of Governors of Medicine Hat College approve that Shelley Beck be the committee chair for the Governance Committee, Kent Smith, committee chair for the Campus Development Committee and Yusuf Mohammed, committee chair for the External Relations Committee.”

CARRIED

The Board Retreat will be held in May of June. Board members should watch for save the date notices in the next month.

- **General Academic Council (GAC)**

The GAC met on January 10, 2022 and two motions have been brought to the Board for approval.

Name Change for the Technology Support Specialization

MOTION: (V. Yeoman)

“BE IT RESOLVED that the Board of Governors approve the name change for the Technology Support specialization to the Network & System Administration specialization within the Information Technology Diploma subject to the approval of the Minister of Advanced Education.”

CARRIED

Education Assistant Certificate Termination

This program was previously suspended and there are no more students in the program.

MOTION: (D. Restoule)

“BE IT RESOLVED that the Board of Governors approve the termination of the Education Assistant Certificate program subject to the approval of the Minister of Advanced Education.”

CARRIED

11. STRATEGIC DISCUSSION

• **Rattlers Athletics 2020 Strategic Plan – “One Region, One Team”**

Sarah welcomed Sandy Henderson, Dean Student Services/Registrar and Terry Ballard, Manager, Athletics & Recreation. Terry shared a presentation with the Board on how the Rattler's are striving to become SE Alberta's team. The three pillars of the Rattlers Athletic program are Academic, Athletic and Community Excellence and align with the goals of the MHC strategic plan. Sarah thanked Terry for his presentation and let him know that the Board endorses his plan.

12. IN CAMERA

Leaving the meeting was W. Resch, S. Fitzsimmons & K. McDowall at 6:00 pm

MOTION: (D. Restoule)

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

CARRIED

Move out of In Camera and back to the meeting at 6:00 pm.

MOTION: (S. Beck)

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

CARRIED

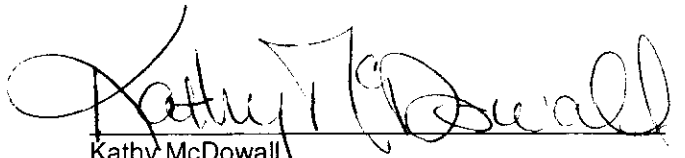
13. ADJOURNMENT

MOTION: (Y. Mohammed)

“BE IT RESOLVED THAT the Board of Governors Regular meeting of January 18, 2022 be adjourned.”

CARRIED


Sarah MacKenzie
Interim Chair, Board of Governors


Kathy McDowall
Executive Assistant, Board of Governors

