



**MEDICINE HAT COLLEGE
BOARD OF GOVERNORS
Regular Meeting Minutes
May 17, 2022**

PRESENT:

Board Members:	Sarah MacKenzie	Interim Board Chair
	Luke Day	Interim Vice Chair
	Shelley Beck	Public Member (<i>attended virtually</i>)
	Yusuf Mohammed	Public Member
	David	Public Member
	Kent Smith	Public Member
	Brian Stauth	Public Member
	David Restoule	Non- Academic Member
	Travis Boser	Student Member
	Kevin Shufflebotham	President & CEO
Guests:	Alysha Kuntz	Student Member
	Carolynne Marr	Student Member
	Russel Krasnuik	Student Member
Administrative Resources:	Wayne Resch	VP, Administration & Finance
	Sue Fitzsimmons	Acting VP, Academic/Provost
	Kathy McDowall	Executive Assistant, President & CEO / Secretary to the Board of Governors
Guests:	Steve Smith	Beutel Goodman
	Morgan Blair	Executive Director, Talent, Culture & Strategy
	Leigh Caiger	McLean & Company
	Jen Kerslake	Director, Community Engagement
	Tonielle Pavlovic	Development Officer, College Advancement
	Chasity Cairns	Manager, Indigenous Engagement & Student Support
	Nicholas Langat	Director, Student Supports

1. CALL TO ORDER

The meeting was called to order at 4:00 pm, a quorum was confirmed present and the meeting was declared duly constituted.

2. ACKNOWLEDGEMENT TO THE TERRITORY

Sarah 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 the new members and guests to the Board meeting.

4. APPROVAL OF THE AGENDA

Agenda item 8.1 Engagement Survey will be moved to In Camera.

MOTION: (K. Smith)

“BE IT RESOLVED THAT the agenda for the Board of Governors meeting of May 17 2022 be approved as amended.”

CARRIED

5. APPROVAL OF THE MINUTES

MOTION: (T. Boser)

“BE IT RESOLVED THAT the minutes of the meeting of the Board of Governors for March 15, 2022 be approved as presented.”

CARRIED

6. CONSENT AGENDA

The following items were approved by consent agenda.

- **Committee Minutes**
 - Executive Committee (*April 15, 2022*)
 - External Relations Committee (*May 9, 2022*)
 - Finance & Audit Committee (*May 3, 2022*)
 - OAG Meeting (*May 3, 2022*)
 - General Academic Council (*May 10, 2022*)
 - Governance Committee (*April 11, 2022*)
 - Human Resources Committee (*April 15, 2022*)
 - Policy & Bylaw (*May 10, 2022*)
- **President’s Monitoring Reports – Executive Limitations**
 - EL-14 Strategic Planning
 - EL-15 Naming of College Facilities
 - EL-16 Medicine Hat College Foundation

MOTION: (L. Day)

“BE IT RESOLVED THAT the Board of Governors of Medicine Hat College approve the Consent Agenda as presented at the May 17 2022 meeting of the Board of Governors.”

CARRIED

7. STRATEGIC PLAN UPDATE

7.1. President's Report

Kevin, Wayne & Sue gave highlights of their portfolio. Convocation will be held on June 10. The morning ceremony will be celebrating the grads of the past two years and the Honorary Applied Degree recipients. The afternoon ceremony will be celebrating the grads of 2022, the award winners for the Student of the Year, Instructor of the Year and Governor General's Award and the Honorary Applied Degree recipient.

Wayne highlighted the HWAE phase 1 expansion. Hoping to have the occupancy permit by June. He reported that they are still in bargaining with AUPE but haven't met since the last board meeting.

Sue highlighted that they are still in bargaining with the Faculty Association. The next date is scheduled for July 18 and then will continue come Fall. Applications are up 13%. Registrations are at 1246 and are the highest they have been in the last five years. We have received \$324,000 in a grant over the next three years for the Health Care Aide program. We had a second year Steamfitter/Pipefitter apprentice win Gold in the Skills Canada Provincial competition and will attend the national competition in Vancouver at the end of May.

8. COMMITTEE REPORTS

8.1. Executive Committee

- **Appointment of Vice Chair**

The nomination of the Vice Chair was held at the Executive Committee to bring to the Board of Governors meeting to appoint Luke Day as Vice Chair.

MOTION: (K. Smith)

"BE IT RESOLVED that the Board of Governors of Medicine Hat College appoints Luke Day as Vice Chair."

CARRIED

8.2. Finance & Audit Committee

- **Budget 2022-2023**

Wayne presented the 2022-2023 budget to the board. The budget committee members included Kevin Shufflebotham, President & CEO, Wayne Resch, VP Administration & Finance, Sue Fitzsimmons, Acting VP Academic & Provost and Fikayo Usman, Executive Director Corporate Finance. The budget is built on the assumption of 1892 full-load equivalent students and an overall credit tuition fee increase of 7% and NISF fee increase of 54% as per the limits set out by the Minister of Advanced Education. Our base grant has been reduced by \$184,000 and 15% of the grant is based on the achievement of performance metrics.

MOTION: (L. Day)

"BE IT RESOLVED that the Board of Governors of Medicine Hat College approves the 2022-2023 Budget as presented."

CARRIED

- **Investment Management Agreement (IMA)**

Wayne presented the 2022-2025 IMA that is effective from April 1, 2022 to March 31, 2025. The Board approved the mandate in February 2020 and the description included that we offer a bachelor's degree program. The ministry wanted this removed last year but CAQC wants it in so we have included this version of the mandate in the IMA.

MOTION: (L. Day)

“BE IT RESOLVED that the Board of Governors approve the Investment Management Agreement (IMA).”

CARRIED

8.3. General Academic Council

A year and a half ago the Hairstyling/Barber program went through GAC and the Board for approval to submit this program to government. As of today we haven't received a response from government. We have revisited this program opportunity and GAC has recommended that MHC rescind this program application. The data for the region was review and found that job prospections in our area is lower than the regional employment average. Based on all considerations GAC determined it would be best to focus on our other new program implementations. At this time, GAC recommends to the board to rescind this proposal.

MOTION: (L. Day)

“BE IT RESOLVED that the Board of Governors of Medicine Hat College approves to rescind the hairstyling/barber program.”

CARRIED

8.4. Governance Program

- **Board Retreat**

The Board Retreat will be held on May 27 and 28. On the 27th will be a social gathering and on the 28th will be a blanket exercise and a facilitated session. Further information will be emailed closer to the date.

9. NEW BUSINESS

- **Beutel Goodman Presentation**

Steven Smith, Senior Vice President of Private Client Group of Beutel Goodman presented on our investment to the Board.

10. STRATEGIC DISUCSSON

- **Academic Plan**

Sue presented on the academic plan. Version 1.0 is to be completed by the end of June.

11. IN CAMERA

Leaving the meeting was Russel Krasnuik, Alysha Kuntz and Carolynne Marr at 6:30 pm

MOTION: (K. Smith)

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

CARRIED

Engagement Survey

Attending the meeting was Morgan Blair, Executive Director, Talent, Culture & Strategy and Leigh Caiger from McLean & Company. She gave an overview of the engagement survey that is conducted annually.

Naming Opportunities

Jen Kerslake, Tonielle Pavolic, Chasity Cairns & Nicholas Langat joined the meeting to inform the Board about an Honorific Naming of the new indigenous centre.

MOTION: (K. Smith)

“BE IT RESOLVED THAT the Board of Governors end In Camera and return to the Board meeting.

CARRIED

End In Camera and return to the meeting at 6:55 pm.

MOTION: (D. Restoule)

‘BE IT RESOLVED THAT THE Board of Governors approve the recommendation that the 2022-22 MHC Honorary Applied Degree be awarded and be presented during the June 2022 convocation ceremony’.

CARRIED

IN CAMERA WITHOUT PRESIDENT & CEO

Leaving the meeting were Kevin Shufflebotham, Wayne Resch, Sue Fitzsimmons, David Restoule & Travis Boser at 7:05 pm.

MOTION: (D. Hoekstra)

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

CARRIED

MOTION: (Y. Mohammed)

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

CARRIED

12. ADJOURNMENT

MOTION: (B. Stauth)

“BE IT RESOLVED THAT the Board of Governors Regular meeting of May 17, 2022 be adjourned.”

CARRIED

Sarah MacKenzie

Sarah MacKenzie
Board Chair, Board of Governors

Kathy McDowall

Kathy McDowall
Executive Assistant, Board of Governors