



**MEDICINE HAT COLLEGE
BOARD OF GOVERNORS
Regular Meeting Minutes
December 13, 2022**

PRESENT:

Board Members:	Sarah MacKenzie Shelley Beck Yusuf Mohammed David Hoekstra Kent Smith David Restoule Alysha Kuntz Carolynn Marr Russel Krasnuik Kevin Shufflebotham	Board Chair Public Member Public Member Public Member Public Member Non-Academic Member Student Member Student Member Academic Member President & CEO
Regrets:	Luke Day Brian Stauth	Vice Chair Public Member
Guests:	Glenn Feltham Rebeca Rothfus Lily Schaerer Shivam	Guest Speaker Executive Director, MHC Students' Association VP Internal, MHC Students' Association VP External, MHC Students' Association
Administrative Resources:	Wayne Resch Nancy Brown Kathy McDowall	VP, Administration & Finance VP, Academic/Provost Executive Assistant, President & CEO / Secretary to the Board of Governors

1. CALL TO ORDER

The meeting was called to order at 4:08 pm, a quorum was confirmed present, and the meeting was declared duly constituted.

1.1. ACKNOWLEDGEMENT TO THE TERRITORY

Sarah acknowledged that the Board of Governor's meeting is being held on traditional territory.

1.2. 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.

2. APPROVAL OF THE AGENDA

Removed from the agenda under 5.3 Governance – Board Member Recommendation. This will be discussed at the Governance Committee meeting in the new year.

MOTION:

MOVED BY S. MacKenzie, seconded by A. Kuntz THAT the Board of Governors approve the December 13, 2022, Public Board Meeting agenda as amended.

CARRIED

3. APPROVAL OF THE MINUTES

OMNIBUS MOTION:

MOVED BY S. MacKenzie, seconded by D. Restoule THAT the Board of Governors approve and acknowledge the Public Board Meeting minutes for October 18, 2022 and the Special Closed Meeting minutes of November 22, 2022 as presented.

CARRIED

4. APPROVAL OF CONSENT AGENDA

MOTION:

MOVED BY S. MacKenzie, seconded by Y. Mohammed THAT the Board of Governors approve and acknowledge all Consent Agenda items, as presented.

➤ **Committee Minutes**

- Human Resources Committee (*October 26, 2022, November 15, 2022*)
- Campus Development Committee (*November 8, 2022*)
- Finance & Audit Committee (*email vote November 22, 2022*)
- General Academic Council (*November 22, 2022*)
- Policy & Bylaw Committee (*email update November 2, 2022*)

➤ **Executive Limitations**

- EL5 Restricted and Unrestricted Net Assets
- EL6 Asset Protection
- EL7 Investment
- EL8 Compensation & Health

➤ **SA Financial Report**

CARRIED

5. REPORTS

5.1. Finance & Audit Committee

Kevin presented the 2021-22 Annual Report. With Board approval, the Annual Report will be submitted to the auditor general for final review and then the report will be sent to Advanced Education and put onto our website.

MOTION:

MOVED BY S. MacKenzie, seconded by Shelley Beck THAT the Board of Governors approve and acknowledge the Annual Report as recommended by the Finance & Audit Committee.

CARRIED

5.2. General Academic Council

Medicine Hat College requires approval from the Minister of Advanced Education to change the name of the Environmental Reclamation Technician program to Environmental Biology and Reclamation. There is an emerging demand for specialized environmental technicians and a two-year diploma in Environmental Biology and Reclamation Technology will continue to provide learners with the skills, knowledge and abilities that are currently in demand in Alberta but attached to a more recognizable names.

MOTION:

MOVED by S. MacKenzie, seconded by R. Krasnuik THAT the Board of Governors approves the name change of the Environmental Reclamation Technician Program, to Environmental Biology and Reclamation Technology, subject to the approval of the Minister of Advanced Education.

CARRIED

5.3. Governance Committee

S. Beck reminded everyone on the CICan Conference to be held in Montreal from April 23 – 25. If you are interested in attending let Shelley know. The Board Retreat will be held May 25-26. The retreat will include teambuilding, activities to get to know the institution, and a presentation on trends in post-secondary education.

6. STRATEGY, CULTURE & EDUCATION

6.1. President's Report

Kevin, Wayne & Nancy gave highlights from their portfolio. Kevin reported that enrolment is projected to be up 4% over last year. The website is still on track to be implemented for June 2023. Board policy development is underway and the intent is to have the Policy & Development Committee review them in January. Wayne reported that budget planning has started for 2023-2024, the development of the Campus Master Plan is looking at having stakeholder consultations in early 2023, and the ERP project team is working to identify a Student Information System. Nancy reported that they are moving forward with the Academic Plan. Engagement sessions were held to collaboratively determine the areas of focus and specific actions to address these areas of focus are being determined.

6.2. Meet with Students' Association

Alysha Kuntz, SA President did a presentation about the Students' Association. Also attending the presentation from the SA were Rebeca Rothfus, Executive Director; Lily Sherer, VP Internal and Shivam, VP External.

6.3. Governance Presentation

Glenn Feltham did a presentation on Governance.

7. IN-CAMERA WITHOUT PRESIDENT & CEO

Guests and President were asked to leave at this time.

MOTION:

MOVED by R. Krasnuik THAT the Board of Governors move to In-Camera at 5:32 pm.

CARRIED

MOTION:

MOVED by K. Smith THAT the Board of Governors end In-Camera and return to the Public Board meeting at 5:36.

CARRIED

8. ADJOURNMENT

MOTION:

MOVED by S. MacKenzie THAT the Board of Governors Public Board meeting of December 13, 2022, be adjourned at 5:37.

CARRIED

//original signed//

Sarah MacKenzie
Board Chair, Board of Governors

//original signed//

Kathy McDowall
Executive Assistant, Board of Governors