



**MEDICINE HAT COLLEGE  
BOARD OF GOVERNORS  
Regular Meeting Minutes**

**October 17, 2023**

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**PRESENT:**

Board Members:	Sarah MacKenzie Ebenezer Asare Shelley Beck Yusuf Mohammed Brian Stauth David Hoekstra Lily Schaerer Nikita Kovalev Kent Smith Russel Krasnuik Kevin Shufflebotham	Board Chair Public Member Public Member Vice Chair Public Member Public Member Student Member Student Member Public Member Academic Member President & CEO
Regrets:	Lana West	Non-Academic Member
Guests:	Chuck Payne	Executive Director, Facilities & IT
Administrative Resources:	Wayne Resch Nancy Brown Tiffany Digness	VP, Administration & Finance VP, Academic/Provost 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 4:09pm, a quorum was confirmed present, and the meeting was declared duly constituted.

**1.1. ACKNOWLEDGEMENT TO THE TERRITORY**

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

**1.2. DECLARATION OF CONFLICT OF INTEREST**

No conflict of interest declared.

## 2. APPROVAL OF THE AGENDA

Move item 6.4 to before item 6.1.

### MOTION:

**“MOVED BY R. Krasnuik, THAT the Board of Governors approve the October 17, 2023, Board Meeting agenda as amended.”**

**CARRIED**

## 3. APPROVAL OF THE MINUTES

### MOTION:

**“MOVED BY S. Beck THAT the Board of Governors approve and acknowledge the Board meeting minutes for May 16, 2023, as presented.”**

**CARRIED**

## 4. APPROVAL OF CONSENT AGENDA

### MOTION:

**“MOVED BY Y. Mohammed, THAT the Board of Governors approve and acknowledge all Consent Agenda items, as presented.”**

#### ➤ **Committee Minutes**

- Governance Committee Minutes (*September 12, 2023*)
- Policy & Bylaw Committee (*September 12, 2023*)
- Campus Development Committee (*September 19, 2023*)
- External Relations Committee (*September 19, 2023*)
- Executive Committee (*September 26, 2023*)
- Human Resources Committee (*September 26, 2023*)
- Finance & Audit Committee Minutes (*October 13, 2023*)
  - OAG Exit Minutes (*October 13, 2023*)
- General Academic Council (*September 25, 2023*)

**CARRIED**

## 5. OLD BUSINESS

### 5.1 Bylaws

### MOTION:

**“MOVED BY L. Schaerer, THAT the Board of Governors approve updated Bylaws, as presented.”**

**CARRIED**

## 6. REPORTS

### 6.4. Financial Statements

Finance & Audit Committee met with OAG on October 13, 2023, to review Financial Statements. OAG commented that staff corporation was great while performing audit. They noted the major changes with the new financial system. W. Resch did overview of Financial Statements.

**MOTION:**

**“MOVED by K. Smith, THAT the Board of Governors approves the Financial Statements as presented.”**

**CARRIED**

**6.1. Strategic Plan Tactics**

K. Shufflebotham went through document provided in package and explained each tactic. Noted that this is high level and there is a lot of additional work that goes on that feed into this document such as the Academic Plan, Campus Master Plan, People & Culture Plan and Regional Engagement Plan.

**ACTION: At an upcoming meeting, administration will provide Board with a presentation on status of offering an autonomous degree.**

**6.2. Governance Committee Updates**

**6.2.1. Updates to Terms of Reference**

Governance Committee would like to update Terms of Reference to increase their membership from three to four members.

**MOTION:**

**“MOVED by S. Beck THAT the Board of Governors approves the Terms of Reference for the additional member for the Governance Committee.”**

**CARRIED**

**6.2.2. Committee Membership Renewals/ Updates**

**MOTION:**

**“MOVED by S. Beck THAT the Board of Governors approves the updated Committee Membership list as presented.”**

**CARRIED**

**ACTION: Members were asked to forward ideas for the annual Board Retreat to S. Beck or S. MacKenzie.**

### **6.3. Campus Development Committee**

Following an introduction by D. Hoekstra, C. Payne provided an overview of the draft Campus Master Plan.

It was noted that this plan aligns with the Strategic Plan and Academic Plan. There are four drivers in the plan are:

- learner focused
- safe & sustainable
- equity, diversity & inclusion
- community focused.

Next Steps: C. Payne will finalize plan with Senior Leadership team.

### **7. President's Update**

K. Shufflebotham provided an overview of advocacy that has been taking place over the last few months for the HWAE with:

- Donors
- MLA's
- Minister of Advanced Education
- Premier

A highlight this fall was College Day. N. Brown commented on the positive comments she received following the event.

Registrations are up this again this year and the highest they have been in the last five years.

The Senior Academic Leadership Team have been working on initiatives outlined in the Academic Plan.

The College will be submitting nominations for CIGan awards this year.

### **8. IN-CAMERA WITH PRESIDENT & CEO**

Guests were asked to leave at this time.

#### **MOTION:**

**MOVED by Y. Mohammed THAT the Board of Governors move to In-Camera at 5:15pm.**

**CARRIED**

**MOTION:**

**MOVED by L. Schaerer THAT the Board of Governors end In-Camera and return to the Public Board meeting at 5:30pm.**

**CARRIED**

**9. IN-CAMERA WITHOUT PRESIDENT & CEO**

The President left meeting.

**MOTION:**

**MOVED by N. Kovalev THAT the Board of Governors move to In-Camera at 5:30pm.**

**CARRIED**

**MOTION:**

**MOVED by Y. Mohammed THAT the Board of Governors end In-Camera and return to the Public Board meeting at 5:52pm.**

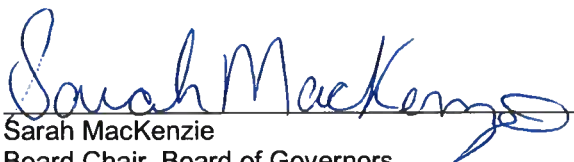
**CARRIED**

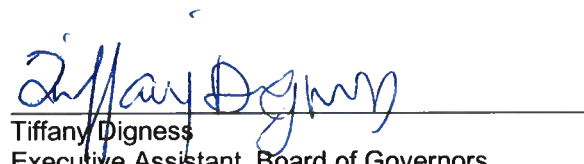
**10. ADJOURNMENT**

**MOTION:**

**MOVED by L. Schaerer THAT the Board of Governors Public Board meeting of October 17, 2023, be adjourned at 5:52pm.**

**CARRIED**

  
Sarah MacKenzie  
Board Chair, Board of Governors

  
Tiffany Digness  
Executive Assistant, Board of Governors