



MEDICINE HAT COLLEGE BOARD OF GOVERNORS

Regular Meeting Minutes

February 11, 2025

PRESENT:

Board Members:	Sarah MacKenzie	Board Chair
	Yusuf Mohammed	Vice Chair
	Shelley Beck	Board Member
	David Hoekstra	Board Member
	Lily Schaerer	Board Member
	Valter Fuck	Board Member
	Andrea Woods	Board Member
	Brian Stauth	Board Member
	Kent Smith	Board Member
	Michelle Banks	Board Member
	Kevin Shufflebotham	President & CEO

Regrets:	Ebenezer Asare	Board Member
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Administrative Resources:	Wayne Resch	VP, Administration & Finance
	Nancy Brown	VP, Academic/Provost
	Tiffany Digness	Executive Assistant, President & CEO / Secretary to the Board of Governors

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.

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

MOTION: L. Schaerer

"THAT the Board of Governors approves the February 11, 2025, Board Meeting agenda as presented."

CARRIED

3. APPROVAL OF THE MINUTES

MOTION: Y. Mohammed

"THAT the Board of Governors approve and acknowledge the Board meeting minutes for December 10, 2024, as presented."

CARRIED

4. APPROVAL OF CONSENT AGENDA

➤ Committee Minutes

- Policy & Bylaw Committee (*January 07, 2025*)
- Governance Committee (*January 07, 2025*)
- Campus Development Committee (*January 14, 2025*)
- Finance & Audit Committee (*February 04, 2025*)
- General Academic Council
 - *December 03, 2024*
 - *January 20, 2025*

MOTION: B. Stauth

"THAT the Board of Governors approve and acknowledge all Consent Agenda items, as presented."

CARRIED

5. REPORTS

5.1 Finance & Audit Committee – Tuition and Related Fees

W. Resch went through the presentation in the package. Domestic tuition rate will be going up by 2%, international will remain at three times the domestic rate. No additional mandatory fees to be introduced for 2025/2026.

MOTION: K. Smith

"THAT The Board of Governors approves the Tuition and Related Fees, as presented."

CARRIED

5.2. Policy & Bylaw Committee – FIN-03 – Investment Policy

S. Mackenzie went over the briefing note in package.

MOTION: Y. Mohammed

“THAT the Board of Governors approves the FIN-03 Investment policy, as presented.”

CARRIED

6. STRATEGY, CULTURE & EDUCATION

6.1. President's Update

K. Shufflebotham provided an update on GAC noting the policies and procedures that were approved. He informed the Board that we still have not received approval from the Government to offer Addictions Counselling and Pharmacy Technician for fall 2025.

K. Shufflebotham provided an update on International. International applications are down about 80% compared to this time last year. Domestic applications are up about 10% compared to this time last year.

K. Shufflebotham provided an update on the Post-Secondary Funding review noting that two members on the review panel, have a CCC background. Should know more about the review at the end of February.

K. Shufflebotham let all know that the Budget will be released on February 27 and thanked all that could make it to the January 24, 2025, announcement.

N. Brown provided an update on Addictions Counselling. It came back from Government with 23 questions, and the college responded within 3 days.

We also received a response from CAQC on February 3 which included questions regarding some of our policies and procedures.

N. Brown provided an update on the space analysis that is being completed in Trades by a 3rd party. We need to understand our capacity to offer dual credit programming. She also noted that Medicine Hat College is developing the curriculum for dual credit programs.

W. Resch provided a high-level overview of this year's Employee Engagement Survey and responded to questions. In terms of next steps:

- Individual departments will discuss their results and provide feedback to HR.
- Comments will be brought to the Board Human Resources Committee of what was heard.

6.2. Flexible Learning

C. Whidden provided a presentation on flexible learning.

7. IN-CAMERA

7.1. IN-CAMERA WITH PRESIDENT & CEO

No in-camera needed.

7.2. IN-CAMERA WITHOUT PRESIDENT & CEO

No in-camera needed.

8. ADJOURNMENT

MOTION: L. Schaerer

"THAT the Board of Governors Public Board meeting of February 11, 2025, be adjourned at 5:23pm

CARRIED



Sarah MacKenzie
Board Chair, Board of Governors



Tiffany De Luca
Executive Assistant, Board of Governors