APPROVED
April 21, 2026

MEDICINE HAT COLLEGE
BOARD OF GOVERNORS
Regular Meeting Minutes

February 10, 2026 – Meeting Via Teams

Board Members:	Sarah MacKenzie	Board Chair
	Kent Smith	Vice Chair/ Board Member
	Maria Solorzano	Board Member
	Ebenezer Asare	Board Member
	Candia Sissons	Board Member
	Shelley Beck	Board Member
	Michaela Frey	Board Member
	Michelle Banks	Board Member
	Kevin Shufflebotham	President & CEO
Guests:	Sandy Henderson	Dean, Student Services/ Registrar
	Jones Lamptey	Research and Scholarship Coordinator
Administrative Resources:	Nancy Brown	VP, Academics & Provost
	Wayne Resch	VP, Finance & Administration
	Tiffany Digness	Executive Assistant, President & CEO / Secretary to the Board of Governors

1. OPENING

1.1. ACKNOWLEDGEMENT TO THE TERRITORY

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

1.2. QUORUM

S. Mackenzie confirmed quorum was present.

1.3. CALL TO ORDER

S. MacKenzie called meeting to order at 4:01 pm, and the meeting was declared duly constituted.

1.4. DECLARATION OF CONFLICT OF INTEREST

No conflict of interest declared.

2. APPROVAL OF THE AGENDA

2.1. Agenda – February 10, 2026

MOTION: S. Beck
"BE IT RESOLVED THAT the Board of Governors approves the February 10, 2026, Board meeting agenda as presented."

CARRIED

3. APPROVAL OF THE MINUTES

3.1. Minutes December 09, 2025 & December 19, 2025

MOTION: K. Smith
"BE IT RESOLVED THAT the Board of Governors approve and acknowledge the Board meeting minutes for December 09, 2025 & December 19, 2025, as presented."

CARRIED

4. APPROVAL OF CONSENT AGENDA

- ***Committee Minutes***
  - Campus Development Committee (*January 13, 2026*)
  - General Academic Council *(January 19, 2026)*
  - Human Resources Committee *(January 20, 2026)*
  - Executive Committee *(January 20, 2026*)
  - Finance & Audit Committee *(January 27, 2026)*

MOTION: S. Beck
"BE IT RESOLVED THAT the Board of Governors approves and acknowledge all Consent Agenda items for February 10, 2026, Board of Governors Meeting, as presented."

CARRIED

5. REPORTS

5.1 Finance & Audit Committee – Tuition and Related Fees

S. Henderson provided a presentation on the Tuition and Related Fees. It was proposed that domestic tuition increase by 2%, international tuition increase from 3.0 to 3.2 times domestic tuition, and Mandatory Non-Instructional Fees increase by 11%.

MOTION: K. Smith
"BE IT RESOLVED that the Board of Governors of Medicine Hat College approves the Tuition & Related fees, as presented."

CARRIED

5.2. Executive Committee - Strategic Plan Refresh

K. Shufflebotham provided an overview of timelines for the Strategic Plan Refresh and highlighted where the Board will be engaged:

- February 23 and March 2 – Planning fairs will be held in Medicine Hat and Brooks.
- March 5 – Discussion with Senior Leadership Team.
- March 24 – An update will be provided to Executive Committee.
- April 21 – An update will be provided to the Board, including a summary of feedback gathered from planning fairs and stakeholder meetings. Board input will be requested.
- May 12 – Draft revision to Strategic Plan to be provided to Executive Committee.
- June 2 – Draft revision to Strategic Plan to be provided to Board. Board feedback will be requested. Motion to approve.

5.3. Human Resources Committee - WCB Coverage for Board Members

K. Shufflebotham went over briefing in package.

MOTION: S. Beck
"BE IT RESOLVED THAT The Board of Governors approves that Medicine Hat College purchase WCB personal coverage at the minimum earnings level of $34,100 for each public board member, as presented."

CARRIED

6. STRATEGY, CULTURE & EDUCATION

6.1. President's Update

K. Shufflebotham provided the following updates:

- Mintz Repot
  - We are still waiting for details regarding implementation of the Mintz report.
  - APSN has discussed how best to work with Government on implementation.
- K. Shufflebotham thanked everyone all for coming out to the President's Holiday Reception. Other notable meetings and events included:
  - Meeting with Chamber president.
  - Meetings with school divisions.
  - Attended Mayor State of the City Address.
  - Attended Pharmacy Tech Lab opening.

K. Shufflebotham advised the Board that the provincial budget will be released on February 26, 2026.

A town hall was held on January 15, 2026. K. Shufflebotham provided an update on institutional priorities.

K. Shufflebotham advised that the engagement survey results have been shared and is overall happy with the results. Department collaboration is moving in the right direction, but we still have work to do in this area. Human Resources will be meeting with supervisors who will meet with their teams to discuss the survey.

We are excited that the Women's hockey team has made the playoffs this year.

K. Shufflebotham also let the Board know about a $1.2 million gift that was received. The college is still working out the details of the gift agreement, but it will support students through bursaries.

N. Brown provided an update on the Bachelor of Social Work.

Students in the Information and Technology Program have worked on curriculum mapping software and some have been hired now to fully develop the software.

W. Resch provided an update on budget process. It will be going to the Finance and Audit Committee on April 7 and will go to the Board for approval on June 2.

6.2. Research and Scholarly Activity Presentation

J. Lamptey provided a presentation to the Board of Governors on research and scholarly activity.

7. IN-CAMERA

7.1. IN-CAMERA WITH PRSIDENT & CEO

Guests were asked to leave at this time.

MOTION: E. Asare
"BE IT RESOLVED THAT The Board of Governors moves in-camera with President & CEO at 4:49 pm"

CARRIED

MOTION: K. Smith
"BE IT RESOLVED THAT The Board of Governors end in-camera with President & CEO at 5:11pm"

CARRIED

7.2. IN-CAMERA WITHOUT PRESIDENT & CEO

K. Shufflebotham left the meeting.

MOTION: E. Asare
"BE IT RESOLVED THAT The Board of Governors moves in-camera without President & CEO at 5:12pm"

CARRIED

MOTION: C. Sissons
"BE IT RESOLVED THAT The Board of Governors end in-camera without President & CEO at 5:13pm"

CARRIED

8. ADJOURNMENT

MOTION: E. Asare
"THAT the Board of Governors Public Board meeting of February 10, 2026, be adjourned at 5:13pm

CARRIED

Sarah MacKenzie
Board Chair, Board of Governors

Tiffany De Luca
Executive Assistant, Board of Governors