APPROVED
October 13, 2026

MEDICINE HAT COLLEGE
BOARD OF GOVERNORS
Regular Meeting Minutes

June 02, 2026

Board Members:	Sarah MacKenzie	Board Chair
	Maria Solorzano	Board Member
	Ebenezer Asare	Board Member
	Candia Sissons	Board Member
	Shelley Beck	Board Member
	Robert Nicolay	Board Member
	Michelle Banks	Board Member (via teams)
	Terence Kowalchuk	Board Member
	Andrea Woods	Board Member
	Kevin Shufflebotham	President & CEO
Regrets:	Kent Smith	Vice Chair/ Board Member
	Michaela Frey	Board Member
Administrative Resources:	Nancy Brown	VP, Academics & Provost
	Christie Lewis	Acting Executive Director, Corporate Finance
	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 4:04 pm, and the meeting was declared duly constituted.

1.4. DECLARATION OF CONFLICT OF INTEREST

K. Shufflebotham declared a conflict of interest for items 5.3 & 7.2 - Compensation update for President.

2. APPROVAL OF THE AGENDA

2.1. Agenda – June 02, 2026

MOTION: S. Beck
"BE IT RESOLVED THAT the Board of Governors approves the June 02, 2026, Board meeting agenda as presented."

CARRIED

3. APPROVAL OF THE MINUTES

3.1. Minutes from April 21, 2026

MOTION: T. Kowalchuk
"BE IT RESOLVED THAT the Board of Governors approve and acknowledge the Board meeting minutes for April 21, 2026, as presented."

CARRIED

4. APPROVAL OF CONSENT AGENDA

- ***Committee Minutes***
  - General Academic Council (*May 11, 2026*)
  - Executive Committee *(May 12, 2026)*
  - Human Resources Committee *(May 12, 2026*)
  - Finance & Audit Committee *(May 12, 2026)*

MOTION: E. Asare
"BE IT RESOLVED THAT the Board of Governors approves and acknowledge all Consent Agenda items for June 02, 2026, Board of Governors Meeting, as presented."

CARRIED

5. REPORTS

5.1 General Academic Council - Program Termination - Agroecology Technician

K. Shufflebotham provided an overview for new Board members, outlining the role of General Academic Council.

K. Shufflebotham also reviewed the Board backgrounder, noting that insufficient student demand has prevented MHC from offering the program.

MOTION: K. Shufflebotham
"BE IT RESOLVED that the Board of Governors of Medicine Hat College approves the termination of the Agroecology Technician Diploma at Medicine Hat College, subject to the approval of the Minister of Advanced Education."

CARRIED

5.2.1. Executive Committee – Committee Board Appointments

S. MacKenzie reviewed the Board backgrounder outlining the recommended committee appointments. The following nominations were presented:

- Ebenezer Asare, Vice Chair
- Terence Kowalchuk, Chair – Finance & Audit Committee
- Robert Nicolay, Chair – Campus Development Committee
- Michaela Frey, Chair – External Relations

MOTION: S. Beck
"BE IT RESOLVED THAT Board of Governors approves Board Committee appointments, as presented."

CARRIED

5.2.2. Executive Committee – Strategic Plan Refresh

K. Shufflebotham went through board backgrounder provided in package.

The Strategic Plan was originally implemented in 2020, with a refresh completed in 2023. These refreshes did not change the purpose statement or overarching goals.

Between January and June 2026, Medicine Hat College undertook its second Strategic Plan refresh. At the February 2026 Board meeting, the Board reviewed a timeline document outlining key engagement touchpoints for gathering feedback on the refreshed plan.

Since that time, engagement activities have included two planning fairs (held at the Medicine Hat and Brooks campuses), a review by the Senior Leadership Team (SLT) in April and May, and a review by the Board of Governors in April.

R. Nicolay inquired whether a financial viability section would be included in future versions of the Strategic Plan. K. Shufflebotham noted that financial viability is integral to all institutional planning and operations and indicated that consideration would be given in a future iteration of the Plan.

MOTION: E. Asare
"BE IT RESOLVED that the Board of Governors approves the final version of the Strategic Plan Refresh, with a scheduled implementation date of July 1, 2026."

CARRIED

5.4. Finance & Audit Committee – Budget 2026-2027

C. Lewis provided a presentation to the Board of Governors.

Members inquired about the recent program changes affecting the University Transfer (UT) Science and Health Care Aide programs in Brooks, and whether these programs may be offered again in the future. It was noted that reinstatement of programs is possible, subject to sufficient student demand.

Summary of 2026-2027 budget includes:

- Budgeted Deficit of $(1,309,900) – approval received on May 08, 2026
- Base budget 421.62 FTEs (decrease of 17.85)
- Base budget 2,083 FLEs (decrease of 77)
- Budgeted $1,589,000 on Capital Items
- Budgeted $250,000 for Facility Renovations
- Estimated reserve balance of $16,177,100 at June 30, 2027

T. De Luca will share the presentation that was given to the Board of Governors.

MOTION: E. Asare
"BE IT RESOLVED THAT The Board of Governors approves the 2026-2027 budget, as presented."

CARRIED

6. STRATEGY, CULTURE & EDUCATION

6.1. President's Update

K. Shufflebotham provided the following updates:

- Highlights
  - New funding model (Mintz Report) will be based on:
    - Enrollment
    - Performance
    - Base funding
  - Details of implementation of new funding model still to be confirmed.
  - An expert panel on AI has also been established by Government.
- Outreach events attended include:
  - Faith-based graduation
  - Provincial Skills Competition
    - MHC had 6 competitors and won a silver medal, a bronze medal, and the safest worker award
  - Southern Alberta Chamber of Commerce State of the Region
  - Rural Health Policy conference
  - The Connection's 20th Anniversary BBQ
  - MHC Research Symposium
  - MHC Wellness Week
- Year in review included:
  - Progress towards offering our own degree
  - Received $2 million in planning funds for the Centre for Community Wellness
  - Hosted the Chieftainship Ceremony
  - Achieved all IMA Targets
  - Signed an MOU with University of Lethbridge, Lethbridge Polytechnic and Red Crow College
  - Launched two new programs – Addictions Counselling and Pharmacy Technician

N. Brown provided the following updates:

- A Research & Scholars Celebration was held on April 30, 2026, highlighting the many innovative research projects taking place at MHC.
- Three awards were presented:
  - Disciplinary Research Award
  - Teaching and Learning Research Award
  - Scholarship Award
- Attended an AI Round table on April 28
- N. Brown indicated that we need to be bold in AI
- ACOSAO meeting held on May 28. AI and data requests from the Government were topics discussed at this meeting.

C. Lewis provided the following updates:

- Medicine Hat College Wellness Week was well received by employees and featured a variety of events and activities that encouraged participation and engagement across the college community.
- The Centre for Community Wellness received a $2 million planning grant from the Government. Ten focus groups have been completed, and a final report is expected to be received in mid-June.
- Auditors were on campus, and no issues have been identified to date. Accounting changes are expected to come into effect for the 2027/2028 fiscal year. The audit will be submitted this year using both reporting versions.

7. IN-CAMERA

7.1. IN-CAMERA WITH PRSIDENT & CEO

Guests were asked to leave at this time.

MOTION: K. Shufflebotham
"BE IT RESOLVED THAT The Board of Governors moves in-camera with President & CEO at 5:18 pm"

CARRIED

MOTION: C. Sissons
"BE IT RESOLVED THAT The Board of Governors end in-camera with President & CEO at 5:19pm"

CARRIED

7.2. IN-CAMERA WITHOUT PRESIDENT & CEO

K. Shufflebotham left the meeting.

MOTION: S. Beck
"BE IT RESOLVED THAT The Board of Governors moves in-camera without President & CEO at 5:19pm"

CARRIED

MOTION: S. Beck
"BE IT RESOLVED THAT The Board of Governors end in-camera without President & CEO at 5:23pm"

CARRIED

MOTION: E. Asare
"BE IT RESOLVED THAT the Board of Governors approves the President & CEO receives the same compensation increases as the Medicine Hat College Management and Excluded Group of Employees (2.4% to base salary) effective July 1, 2026, as presented."

CARRIED

8. ADJOURNMENT

MOTION: T. Kowalchuk
"THAT the Board of Governors Public Board meeting of June 02, 2026, be adjourned at 5:25pm."

CARRIED

Sarah MacKenzie
Board Chair, Board of Governors

Tiffany De Luca
Executive Assistant, Board of Governors