



**Minutes for the Board Meeting of the
Lethbridge College Board of Governors
Held on Tuesday, February 1, 2022
via Zoom video conferencing**

Board of Governors

In Attendance

1. Paula Burns, President and CEO
2. Kristine Cassie, Vice Chair
3. Jennifer Davis
4. Joshua Day Chief
5. Emory Hache
6. Nolan Johnson
7. Michael Marcotte, Chair
8. Janene Moch
9. Calvin Scott
10. Edna Stobschinski

Regrets

Karri Flatla
Ray Many Chief

MANAGEMENT:

Samantha Lenci, Provost and Vice President Academic
Coreen Roth, Vice President People and Planning
Kenny Corscadden, Vice President Research and Partnerships
Kristen DeMone, Senior Executive Assistant and Board Secretary (recording secretary)

1.0 Call to Order

Michael Marcotte called the meeting to order at 4:33 p.m. and welcomed all in attendance. Michael acknowledged that everyone was gathered on the traditional territory of the Blackfoot confederacy. Michael noted that quorum requirements were met.

Michael introduced new board member Joshua Day Chief. Round table introductions took place.

2.0 Setting the Context: Board Ends Framework

Michael drew the boards attention to the Board Ends Framework as circulated per attachment 2.0, reminding the board to remain focused on governance of the college.

3.0 Consent Agenda

3.1 Approval of the Agenda for February 1, 2022

3.2 Approval of the Draft Minutes of November 30, 2021

Michael asked if there were any questions. None arose.

MOVED by Kristine Cassie and seconded by Emory Hache that the Board of Governors approves the consent agenda for the February 1, 2022 meeting. **MOTION: CARRIED**

4.0 Conflict of Interest Declarations

No conflicts or perceived conflicts of interest were declared.

5.0 Board Education – Centre for Applied Research, Innovation and Entrepreneurship

Guest presenters Dr. Kenny Corscadden, Interim Vice President Research and Partnerships, and Megan Shapka, Associate Dean, Centre for Applied Research, Innovation and Entrepreneurship provided an overview of the Centre and its most recent research activities.

6.0 Association Reports

6.1 LCSA Report

6.2 LCFA Report

6.3 AUPE Report

Michael thanked the union and association representatives for their written reports.

Michael asked if there were any questions. None arose.

7.0 Executive Leadership Team

7.1 President and CEO Report

Paula highlighted her activities over the past month including her work with Advanced Education and the new Deputy Minister.

7.2 Provost and Vice President Academic

7.3 Vice President People and Business Services

7.4 Vice President Research and Partnerships

Samantha, Coreen and Kenny provided highlights of the structure within each of their portfolios.

8.0 Board Chair Report

Michael shared that he will be sending out a communication to internal employees and external stakeholders regarding the departure of Paula as the President and CEO.

9.0 Committee Reports

9.1 Academic Council Recommendations

Paula read in the motions to the Board of Governors.

9.1.1 Business Administration – General Diploma

Associate Dean Marda Schindeler and instructor James Reimer provided background information to the board.

MOVED by Paula Burns and seconded by Jennifer Davis **THAT**, the Board of Governors of Lethbridge College approve the proposal to change the title of the Business Administration General major to Business Administration – Business Operations diploma and the resulting changes to the year 2 curriculum choice, effective July 1, 2022, and provide recommendation for approval to Alberta Advanced Education.

MOTION: CARRIED

9.1.2 Culinary Arts Diploma

Chef Doug Overes and Chef Mark Dieser provided background on the development of the new diploma program. They also spoke about the expanding capacity it creates for student enrollment. Samantha spoke about future opportunities and pathways.

MOVED by Paula Burns and seconded by Kristine Cassie **THAT**, the Board of Governors of Lethbridge College approve the new Culinary Arts Diploma Program, effective July 1, 2022, and provide recommendation for approval to Alberta Advanced Education.

MOTION: CARRIED

9.2 Governance and Human Resources Committee (GHRC)

Kristine reviewed the recent activities of the committee and shared that they reviewed the board self-evaluation results. She noted that the results will be discussed during the in-camera portion of the board meeting.

MOVED by Kristine Cassie and seconded by Janene Moch **THAT**, the Board of Governors appoint Joshua Day Chief to the Finance, Audit and Risk Committee.

MOTION: CARRIED

9.3 Finance, Audit and Risk Committee (FAR)

Janene reviewed the recent activities of the committee. She shared that the committee completed the audit entry meeting with the Office of the Auditor General and KPMG.

10.0 Lethbridge College Communicable Disease Policy

Paula highlighted the background information for the policy as circulated per attachment 10.0. Paula provided additional clarification on the board's involvement with regards to the policy.

MOVED by Nolan Johnson and seconded by Janene Moch **THAT**, the Board of Governors of Lethbridge College approve the Communicable Disease Vaccination SOP and the major revisions to the Communicable Disease Policy.

MOTION: CARRIED

11.0 Information

11.1 Order in Council – Joshua Day Chief

11.2 Monitoring Reports

11.2.1 EL-4 Financial Condition

11.2.2 EL-8 Communication and Support to the Board

Michael shared that the attachments 11.1 through 11.2.2 were circulated ahead of the meeting to board members for information.

12.0 Question Period/Board Discussion

Michael asked if there were any further questions or items members wished to discuss further.

13.0 Other

No other business arose.

14.0 Adjournment

MOVED by Emory Hache and seconded by Jennifer Davis **THAT**, the Board of Governors adjourns its public meeting of February 1, 2022 at 6:32 p.m.

MOTION: CARRIED