



**Minutes for the Board Meeting of the  
Lethbridge College Board of Governors  
Held on Tuesday, November 24, 2020 via  
Zoom video conferencing**

**Board of Governors**

**In Attendance**

1. Brenda Brindle
2. Paula Burns, President and CEO
3. Kristine Cassie, Vice Chair
4. Emil Cipion
5. Jennifer Davis
6. Karri Flatla
7. Michael Marcotte, Chair

**Regrets**

**Guests**

Nathan Neudorf, MLA Lethbridge-East

**MANAGEMENT:**

Simon Griffiths, Vice President Corporate Services and CFO

Samantha Lenci, Provost and Vice President Academic

Coreen Roth, Vice President People and Planning

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. He noted that quorum requirements were met.

Michael welcomed esteemed guest MLA Neudorf. He also welcomed instructors Martina Emard and Kris Hodgson-Bright, along with students from the Digital Communications Media program who were observing the meeting as part of their curriculum.

Michael shared that Travis Plaited Hair's term had ended. He thanked Travis Plaited Hair for his service to Lethbridge College. Michael shared that Laura McKinnon has stepped down from the Board of Governors for personal reasons. Michael noted that Kristine Cassie is currently serving through her grace period and shared that he has recommended her reappointment to the ministry. He also noted that the ministerial order for Jennifer Davis had been received.

**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 November 24, 2020**

#### **3.2 Approval of the Draft Minutes of October 27, 2020**

Michael asked if there were any questions. None arose.

**MOVED** by Brenda Brindle and seconded by Kristine Cassie **THAT**, the Board of Governors approves the consent agenda for the November 24, 2020 meeting.

**MOTION: CARRIED**

### **4.0 Conflict of Interest Declarations**

No conflicts or perceived conflicts of interest were declared.

### **5.0 Government of Alberta Update**

Michael invited MLA Neudorf to provide an update from the Government of Alberta.

MLA Neudorf provided an update on the increased measures implemented by the Government of Alberta related to COVID-19.

MLA Neudorf discussed the fiscal realities facing the province of Alberta.

MLA Neudorf shared his thoughts related to the post-secondary review, *Alberta 2030: Building Skills for Jobs*. Discussion ensued.

MLA Neudorf discussed the idea of Lethbridge as a regional hub for activity. He also discussed opportunities related to nuclear technologies.

### **6.0 Association Reports**

#### **6.1 LCSA Report**

#### **6.2 LCFA Report**

#### **6.3 AUPE Report**

Michael thanked each of the association leaders for their reports. He asked if there were any questions.

Kevin thanked administration for their continued commitment to work together.

### **7.0 Executive Leadership Team**

#### **7.1 President and CEO Report**

Paula drew the board's attention to her report, circulated in attachment 7.1. Paula discussed the meeting she attended between the Minister of Advanced Education and presidents and board chairs. She also provided an update on Lethbridge College's response to the increase in cases of COVID-19 in the community and further restrictions from the Government of Alberta.

### **8.0 Committee Reports**

#### **8.1 Academic Council**

##### **8.1.1 Practical Nursing Refresher Certificate**

Samantha discussed the proposed program as highlighted in attachment 8.1. No questions arose.

**MOVED** by Paula Burns and seconded by Kristine Cassie **THAT**, the Board of Governors approve the new Practical Nursing Refresher Certificate program, effective March 1, 2021, and provide recommendation for approval to Alberta Advanced Education.

**MOTION: CARRIED**

### **8.1.2 Therapeutic Recreation - Gerontology**

Samantha reviewed the proposed changes. No questions arose.

**MOVED** by Paula Burns and seconded by Emil Cipion **THAT**, the Board of Governors approve the shift of credits between Year 1 and Year 2 of the Therapeutic Recreation – Gerontology program, with no change to the total program credits, effective July 1, 2021, and provide recommendation for approval to Alberta Advanced Education. **MOTION: CARRIED**

### **8.2 Governance and Human Resources Committee (GHRC)**

Brenda provided an update on the activities of GHRC, noting that the fourth module of orientation will be available soon. She shared that the committee discussed the board evaluation survey and will use the same format as the prior year.

### **8.3 Finance, Audit and Risk (FAR) Committee**

Kristine shared that the FAR committee reviewed the enterprise risk register. She discussed the various monitoring reports the committee reviewed and approved.

### **9.0 Lethbridge College's Annual Report 2019-2020**

Paula highlighted the annual report as circulated per attachment 9.0. She provided background information on the process to produce the report, thanking Lisa Kozleski for compiling the report and the College Leadership Council for their contributions. Paula highlighted the successes of Lethbridge College over the previous year. She thanked all employees for their hard work and commitment to Lethbridge College.

**MOVED** by Michael Marcotte and seconded by Kristine Cassie **THAT**, the Board of Governors approve the annual report for 2019-2020 as presented in attachment 9.0.

**MOTION: CARRIED**

## **10.0 Information**

### **10.1 Lethbridge College Students' Association Financial Statements 2019-2020**

#### **10.2 Monitoring Reports**

##### **10.2.1 EL General Executive Constraint**

##### **10.2.2 EL-4 Financial Condition**

##### **10.2.3 EL-5 Asset Protection**

##### **10.2.4 EL-6 Investments**

##### **10.2.5 EL-12 Ends Focus of Grants or Contracts**

##### **10.2.6 EL-13 Land Use**

##### **10.2.7 EL-14 Environmental Policy**

Michael asked if there were any questions. None arose.

## **11.0 Question Period/Board Discussion**

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

## **12.0 Other**

Michael recommended board members subscribe to Academic *Top Ten in Higher Education* for further information on the landscape of post-secondary across the country.

**13.0 Adjournment**

**MOVED** by Jennifer Davis and seconded by Brenda Brindle **THAT**, the Board of Governors adjourns its public meeting of November 24, 2020 at 5:36 p.m. **MOTION: CARRIED**