



**Minutes for the Board Meeting of the  
Lethbridge College Board of Governors  
Held on Tuesday, April 30, 2019 in  
CE2341, the College Boardroom**

**Board of Governors:  
In Attendance**

1. Paula Burns, President and CEO
2. Kristine Cassie, Interim Board Co-Chair
3. Jennifer Davis
4. Elaine Dixson
5. Jamie Fisher
6. Terri Ann Fitz-Gibson
7. Justin Lorne
8. Tracy Zappone, Interim Board Co-Chair

**Regrets:**

Brenda Brindle  
Travis Plaited Hair

**Management:**

Simon Griffiths, Vice President Corporate Services and CFO  
Samantha Lenci, Provost and Vice President Academic  
Coreen Roth, Executive Director People and Planning  
Kristen DeMone, Senior Executive Assistant and Board Secretary (recording secretary)

Kristine Cassie called the meeting to order at 4:30 p.m. and welcomed all in attendance. Kristine acknowledged that everyone was gathered on the traditional territory of the Blackfoot confederacy. Kristine extended congratulations to Justin on his recent convocation. Samantha Lenci introduced Kevin Smith, dean for Centre Applied Arts and Science, to the Board of Governors.

**ITEM #036/2018-19**

**Consent Agenda**

**a. Approval of the Agenda for the April 30, 2019 Board Meeting**

**b. Approval of the Draft Minutes of January 29, 2019**

Kristine asked if there were any questions and none arose.

**MOVED** by Jennifer Davis and seconded by Elaine Dixson  
**THAT**, the Board of Governors approves the consent agenda for the April 30, 2019 meeting. **MOTION: CARRIED**

**ITEM #037/2018-19**

**Conflict of Interest Declarations**

No conflicts or perceived conflicts were declared.

**ITEM #038/2018-19**

**Association Reports**

**a. LCSA Report**

**b. LCFA Report**

**c. AUPE Report**

Kristine thanked each of the association/union leaders for their reports. She asked if there were any further questions. None arose.

**ITEM #039/2018-19**

**Executive Leadership Team**

**a. President and CEO Report**

Paula drew the board's attention to her report. She highlighted Convocation, sharing that there were 780 students that crossed the stage.

Jennifer inquired about the workshop the Executive Leadership Team (ELT) participated in that was facilitated by McLean and Company. Paula shared that ELT discussed the values that they would like the college to leverage for success including, reputation, student/customer success, support, and risk taking.

**ITEM #040/2018-19**

**COMMITTEE REPORTS**

**a. Academic Council Recommendations**

Paula read in the motions put forward by Academic Council.

Sam shared that a program review and consultation was conducted for General Studies – Physical Education and Leadership program major. She spoke about the enrollment challenges and shared that it has reached an unsustainable level.

**MOVED** by Paula Burns and seconded by Terri Ann Fitz-Gibson **THAT**, the Board of Governors approve the suspension of admissions to General Studies – Physical Education and Leadership program major, effective, July 1, 2019 and provide recommendation for approval to Alberta Advanced Education. **MOTION: CARRIED**

Regarding Agricultural and Heavy Equipment Technician, Sam shared that Alberta Apprenticeship and Industry Training has a mandated program review every 8 years. Sam shared that the decision was made to change the program from a four-year program to a five-year program. Sam shared that the college is required to make changes because the program directly aligns with the curriculum in the HET Apprenticeship program

**MOVED** by Paula Burns and seconded by Justin Lorne **THAT**, the Board of Governors approve the change to the curriculum for the Agricultural Heavy equipment Technician program resulting in an increase to the total program load, effective July 1, 2020, and provide recommendation for approval to Alberta Advanced Education.

**MOTION: CARRIED**

**b. Governance and Human Resources Committee (GHRC)**

Tracy shared that the April meeting was cancelled and the agenda items will be moved to the May meeting.

**c. Finance, Audit and Risk (FAR) Committee**

Kristine provided a brief update, sharing that the committee met with the Auditor General and reviewed the Audit Plan.

**d. External Relations Committee**

Elaine shared that the committee completed a SWOT analysis, adding that it generated good discussion amongst committee members. Elaine shared that the committee will have an educational presentation at the next meeting focused on the priorities of Lethbridge College.

**ITEM #041/2018-19**

**Mandate and Roles Document**

Paula discussed the attachments that were provided to board members.

Paula spoke about the Mandate Statement, sharing that it will require updating to align with the recent amendments to the Post-Secondary Learning Act. Further discussion ensued.

Paula invited board members to submit any revisions they may like to see made to the Mandate Statement.

**ITEM #042/2018-19**

**Alternative Revenue Policy**

Simon asked if there were any questions regarding the attachment that was circulated to board members in advance of the meeting. Simon provided background information on the document.

Jennifer inquired about the boundaries for revenue generation. Simon shared that if there were areas that the college was interested in, they would inquire with the Government of Alberta before proceeding.

Simon shared that the college does not currently have any commercial enterprises.

Further discussion ensued regarding the ability of post-secondary's to generate revenue outside of the traditional grant model and maintain financial sustainability.

**ITEM #043/2018-19**

**Strategic Discussion – Government Relations**

Paula welcomed Sandra to present on the outcomes of the 2019 Alberta Provincial Election.

Sandra's presentation reviewed the newly appointed cabinet and highlighted the Minister of Advanced Education. She also spoke about the newly elected MLA for Lethbridge-East. Discussion ensued.

**ITEM #044/2018-19**

**Information**

- a. Letter from DM Rod Skura – Termination of Community Health
- b. Letter from DM Rod Skura – Termination of Fashion Design
- c. Letter from DM Rod Skura – Termination of Perioperative Nursing
- d. Letter from DM Rod Skura – Approval of Virtual and Augmented Reality
- e. Letter from Minister Phillips – Grant Approval

- f. Letter from ADM Peter Leclair – Annual Report
- g. Letter from DM Rod Skura – Approval of Architectural Animation Technology
- h. Draft Board Work Plan 2019-20
- i. Draft Board Calendar 2019-20  
Kristine reviewed attachments 10.1 through 10.9, as circulated to the board. Kristine asked if there were any questions. None arose.

**ITEM #045/2018-19**

**OTHER**

No further business arose.

**ITEM #046/2018-19**

**ADJOURNMENT**

**MOVED** by Elaine Dixon and seconded by Jennifer Davis  
**THAT**, the Board of Governors adjourns its public meeting of  
April 30, 2019, at 5:49 p.m. **MOTION: CARRIED**