



MINUTES
OLDS COLLEGE BOARD OF GOVERNORS MEETING

Thursday: June 25, 2020 9:30 a.m. - 3:30 p.m.

Google Meets

As the Olds College Board of Governors we commit to the principles of good governance and a culture of:

Responsible Decision-Making

Being joyfully engaged and fully prepared for our duties
Being unified in our support of Board decisions
Ensuring integrity in our considerations and decisions
Ensuring the highest level of stewardship of human and financial resources

Visionary Governance

Focusing on the future while learning from the past
Seeking growth in the best interests of the College

Diversity and Inclusiveness

Recognizing and accepting the unique attributes and contributions of all of our stakeholder communities
Vigorously defending legislated rights and freedoms
Making decisions that support a culture of diversity and inclusiveness

Present:

Leona Staples, Chair
Donna Maxwell
Laurie Newsham
Marnie DesJardins
Guest:

Mark Kaun
Paige Whitehead
Jennifer Wood
Gordon Cove
Bruce Brittain

Anita Heuver
Michael Frankiw
Stuart Cullum
Meghan Dear

Administration:

Debbie Thompson, VPASE

Greg Wiens, CFO

Patrick Machacek, VPDS

Recording:

Heather Steckly

OPEN SESSION

1. CALL TO ORDER

Chair Staples called the meeting to order at 11:03 a.m.

J. Wood was appointed as meeting monitor.

2. AGENDA

A MOTION was made by M. Frankiw to adopt the agenda.

MOTION CARRIED

3. DECLARATION OF CONFLICTS OF INTEREST

Board members were asked to declare if they had any conflicts of interest relating to agenda items for the meeting and, if so, they should declare them in accordance with the Alberta Public Agencies Governance Act. S. Cullum declared a conflict with respect to an item on the Closed Session agenda.

*A MOTION was made by D. Maxwell to enter into the Committee of the Whole.
MOTION CARRIED*

*A MOTION was made by L. Newsham to return to Open Session.
MOTION CARRIED*

*A MOTION was made by J. Wood to enter the Committee of the Whole.
MOTION CARRIED*

*A MOTION was made by D. Maxwell to return to Open Session.
MOTION CARRIED*

RETURN TO OPEN SESSION

4. REVIEW OF MINUTES OF MAY 28, 2020 REGULAR BOARD MEETING

*A MOTION was made by A. Heuver to adopt the minutes of the May 28, 2020 Board of Governors meeting as circulated.
MOTION CARRIED*

5. MOTIONS OUT OF CLOSED SESSION

5.1 President's Performance Review

The Board acknowledged that the leadership demonstrated by the President and his executive team through challenging times, including Covid-19 and economic pressures, was extraordinary. The Board affirmed the President for moving Olds College forward through achievement of the priority outcomes and measures in the Growing 2025 Strategic Plan.

*A MOTION was made by M. Kaun that the Board has assessed the Monitoring Reports for Ends and Executive Limitations Policies over the course of the 2019/2020 Board year and finds that they demonstrated compliance with a reasonable interpretation of the policies and, where indicated, accepts the planned dates for compliance. The Board further acknowledges that the President's performance over this period exceeds expectations.
MOTION CARRIED*

6. OWNERSHIP LINKAGE

6.1 Industry Advisory Committee Guest: Mike Popowich, Meat Processing Program
M. Popowich presented information with respect to the Meat Processing program and provided insight from an industry perspective with respect to Board Ends. The most significant challenges facing agriculture and related industries include public perception of the meat industry. Opportunities for Olds College lie in the areas of continued education and training for those in the industry as well as consumer trends that demonstrate a desire to buy local and to know the origin of food. The College can make a contribution to the industry through program expansion and continued advocacy for the industry through the full value chain.

7. BOARD EDUCATION

7.1.1 Olds College Re-Entry Plan - *D. Thompson*

The Board reviewed the Olds College Re-Entry Plan approved on June 10, 2020. The Plan is built around a phased approach focused the health and safety of the campus community. A gradual return of operations and support departments is anticipated through August to December. The fall academic term will be offered predominantly through remote learning with programs currently completing a re-entry assessment process. Consideration will be given to face-to-face delivery where that provides the optimum learning environment for students while adhering to health and safety protocols including physical distancing. Program delivery decisions will be communicated to students by June 30, 2020.

8. ENDS ITEMS FOR DECISION

8.1 E Mega End

No amendments were made to Policy E Mega End.

8.2 E-1 Learners

No amendments were made to Policy E-1 Learners

8.3 E-2 Qualified People

No amendments were made to Policy E-2 Qualified People.

8.4 E-3 New Knowledge, Products and Technology

The Board reviewed discussion from the May 29, 2020 Board Workshop. The amendments contemplated for Policy E-3 New Knowledge, Products and Technology will be incorporated into the 2020 Policy Manual.

8.5 E-4 Alberta Leads in Agriculture

No amendments were made to Policy E-4 Alberta Leads in Agriculture.

A MOTION was made by A. Heuver that the Board of Governors approve Ends policies for 2020--2021 as amended and attached to the Minutes as Schedule "A"..

MOTION CARRIED

9. GOVERNANCE PROCESS ITEMS FOR DECISION

- 9.1 Board of Governors - July / August 2020 Board Meetings - *L. Staples*
A MOTION was made by P. Whitehead that the Board of Governors waive the July 2020 regular Board meeting and that the regular August 2020 Board meeting be at the call of the Chair.
MOTION CARRIED
- 9.2 2020/2021 Calendar of Events
A MOTION was made by M. Dear that the Board of Governors approve the 2020/2021 Calendar of Events as presented and attached to the Minutes as Schedule "B"..
MOTION CARRIED
- 9.3 Policy Updates:
- 9.3.1 GP-3 Board Planning Cycle and Agenda Control
- 9.3.2 GP-10 Investment in Governance
A MOTION was made by D. Maxwell that the Board of Governors approve revised Policy GP-3 Board Planning Cycle and Agenda Control and Policy GP-10 Investment in Governance as presented and attached to the Minutes as Schedule "C"..
MOTION CARRIED
- 9.3.3 Proposed New Policy: GP-15 Open and In Camera Meetings
A MOTION was made by L. Newsham that the Board of Governors approve new Policy GP-15 Open and In-Camera Meetings as presented and attached to the Minutes as Schedule "D"..
MOTION CARRIED
- 9.4 Governance Coaching Report - May 2020
The Board reviewed the May 2020 Coaching Report noting in particular the feedback with respect to monitoring report compliance statements. Monitoring report development will be a focus for the 2020-2021 Board year.
- 9.5 Board Improvement Process - *L. Staples*
The Chair has reviewed the results of the Board Improvement Process and welcomed the feedback provided by Board members. Meetings with individual Board members will be set for September and Board members are asked to reserve time in their calendars on September 14, 2020 for this purpose.

10. EXECUTIVE LIMITATIONS ITEMS FOR DECISION

- 10.1 Policy Updates
- 10.1.1 EL-11 Investments
A MOTION was made by J. Wood that the Board of Governors approve revised Policy EL-11 Investments as presented and attached to the Minutes as Schedule "E".
MOTION CARRIED

11. BOARD-MANAGEMENT DELEGATION ITEMS FOR DECISION

11.1 Policy Updates

11.1.1 BMD 4 Monitoring President Performance

A MOTION was made by A. Heuver that the Board of Governors approve revised Policy BMD-4 Monitoring President Performance as presented and attached to the Minutes as Schedule "F".

MOTION CARRIED

11.1.2 BMD-5 President Compensation

Policy BMD-5 President Compensation was discussed by the Board in the context of the President's performance review conducted in the Closed Session. No amendments to the policy will be made at this time.

12. REQUIRED APPROVALS AGENDA

12.1 Special Monitoring Report

Budget Briefing Note

12.1.1 2020/2021 Operating Budget

A MOTION was made by G. Cove that the Board of Governors approve the 2020/2021 Operating Budget as presented and attached to the Minutes as Schedule "G"..

MOTION CARRIED

12.1.2 2020/2021 Capital Budget

A MOTION was made by D. Maxwell that the Board of Governors approve the 2020/2021 Capital Budget as presented and attached to the Minutes as Schedule "H"..

MOTION CARRIED

13. MONITORING CEO PERFORMANCE

Monitoring Quick Start Guide

13.1 Special Monitoring Report - COVID-19

A MOTION was made by J. Wood that the Board has assessed the special monitoring report for policies relevant to the COVID-19 pandemic response and finds that it demonstrates compliance with a reasonable interpretation of the policies.

MOTION CARRIED

13.2 E-1 Learners

13.2.1 Monitoring Report

13.2.2 Monitoring Worksheet

A MOTION was made by L. Newsham that the Board has assessed the monitoring report for Policy E-1 Learners and finds that it demonstrates compliance with a reasonable interpretation of the policy.

MOTION CARRIED

- 13.3 E-2 Qualified People
 - 13.3.1 Monitoring Report
 - 13.3.2 Monitoring Worksheet

A MOTION was made by L. Newsham the Board has assessed the monitoring report for Policy E-2 Qualified People and finds that it demonstrates compliance with a reasonable interpretation of the policy.

MOTION CARRIED
- 13.4 E-3 New Knowledge, Products and Technology
 - 13.4.1 Monitoring Report
 - 13.4.2 Monitoring Worksheet

A MOTION was made by L. Newsham that the Board has assessed the monitoring report for Policy E-3 New Knowledge, Products and Technology and finds that it demonstrates compliance with a reasonable interpretation of the policy.

MOTION CARRIED
- 13.5 E-4 Alberta Leads in Agriculture
 - 13.5.1 Monitoring Report
 - 13.5.1.2 Smart Farm Update
 - 13.5.2 Monitoring Worksheet

A MOTION was made by L. Newsham that the Board has assessed the monitoring report for Policy E-4 Alberta Leads in Agriculture and finds that it demonstrates compliance with a reasonable interpretation of the policy.

MOTION CARRIED
- 13.6 E Mega End
 - 13.2.1 Monitoring Report
 - 13.2.2 Monitoring Worksheet

A MOTION was made by A. Heuver that the Board has assessed the monitoring report for Policy E Mega End and finds that it demonstrates compliance with a reasonable interpretation of the policy.

MOTION CARRIED
- 13.7 EL General Executive Constraint
 - 13.7.1 Monitoring Report
 - 13.7.2 Monitoring Worksheet

A MOTION was made by A. Heuver THAT the Board has assessed the monitoring report for Policy EL Global Executive Constraint and finds that it demonstrates compliance with a reasonable interpretation of the policy.

MOTION CARRIED

- 13.8 EL-3 Planning
- 13.8.1 Monitoring Report
- 13.8.2 Monitoring Worksheet
- A MOTION was made by L. Newsham that the Board has assessed the monitoring report for Policy EL-3 Planning and finds that it demonstrates compliance with a reasonable interpretation of policy items 6.b and 9.1, except for the non-compliance with Item 9.b which the Board acknowledges and accepts the planned date for compliance.*
- MOTION CARRIED*

14. MONITORING BOARD PERFORMANCE

- 14.1 GP Global Governance Commitment
- 14.1 Monitoring Worksheet
- The Board has demonstrated compliance with all Governance Process policies over the 2019-2020 Board year, therefore, the Board has demonstrated compliance with its Global Governance Commitment.
- 14.2 BMD Global Board-Management Delegation
- 14.2 Monitoring Worksheet
- The Board has demonstrated compliance with all Board-Management Delegation policies over the 2019-2020 Board year, therefore, the Board has demonstrated compliance with the Global Board-Management Delegation.

15. INFORMATION REQUESTED BY THE BOARD

- 15.1 President
- D. Thompson provided the following highlights from the written report included in the agenda package:
- The Co-Curricular program, launched in 2018, recognizes student achievements and completion of approved activities. 201 students participated and were issued CCR certificates in 19/20.
 - 91 RBC Wellness Sessions with over 1,000 participants were held over the past year
 - Enrollment is trending at similar levels to last year.
- P. Machacek provided the following highlights from the written report included in the agenda package:
- Olds College has received \$5.1M in NSERC and CFI grants in support of the Smart Farm initiative.
 - The Werklund School of Ag Tech has been heavily involved in the operation of DOT this spring by providing the subject matter expert and DOT pilot to support field tasks (seeding, spraying, fertilizer application) at the OC Smart Farm and also with a producer partner. The operations have included the OC Smart Farm team specific to logistics and tendering of products for OC Smart Farm. We are ensuring that curriculum development specific to DOT is created and integrated into new Continuing Education programs, current programs, and new Ag Tech programs.

The President provided the following highlights from the written report included in the agenda package:

- The first virtual town hall for students in collaboration with the SAOC President will be held next week.
- Olds College will host the Minister of Ag and Forestry on June 26, 2020.
- Olds College has submitted two capital requests under the economic stimulus funding program.
- The Ministry has launched a full review of the post-secondary system. Continued advocacy for Olds College as a critical, independent, ag-focused institution will be critically important.

15.1.1 Capital Campaign Report

To date, the College has raised \$37M and has achieved 92.5% of the target. The majority of funds raised have been in support of the Werklund School of Agriculture Technology.

15.2 SAOC Report - *M. Frankiw*

M. Frankiw provided the following highlights from the written report included in the agenda package:

- The SAOC will have representation on the Board of the Alberta Students' Executive Council.
- The SAOC has focused on development of a re-entry plan to provide virtual support to students this fall.
- The SAOC is conducting a Student Life Survey to assist in identifying the primary supports required for students and ways in which the SAOC can support its membership.

16. NICE TO KNOW INFORMATION

16.1 Correspondence

16.1.1. Ministry of Infrastructure - Order and approval for disposition of Netook Lands

16.1.2 Advanced Education Minister - expenditure targets

16.1.3 Council of Presidents - system review

16.1.3.1 Request for Proposals

16.1.3.2 RFP Update One

16.1.3.3 RFP Update Two

16.1.3.4 RFP Update Three

16.1.3.5 RFP Update Four

16.2 Changing Environmental Factors (*developed at the May 29, 2020 Board Workshop*)

16.3 Academic Council Minutes - June 18, 2020

17. SELF-EVALUATION OF GOVERNANCE PROCESS AT THIS MEETING

17.1 Board Self-Evaluation

The Board was mindful of good governance practices during the meeting. All members were highly engaged in the annual President monitoring review which provided an opportunity to review progress toward Board Ends.

18. ADJOURNMENT

The meeting was declared adjourned at 3:32 p.m.