

MINUTES
OLDS COLLEGE BOARD OF GOVERNORS MEETING
 Thursday, June 20, 2024 @ 8:30 a.m.

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

Responsible Decision-Making

- Being committed and engaged
- Being fully prepared for our duties
- Fostering a culture inclusive of diverse perspectives
- 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
- Setting direction which recognizes the importance and holistic nature of the agriculture industry as being essential to the preservation and betterment of life

Diversity and Inclusiveness

- Providing a board environment that is conducive to board members openly honoring their positionality
- 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:		
Al Kemmere, Interim Chair	Gordon Cove	Anna Dau
Mabel Hamilton	Sarah Hayes	Ashmeet Kaur Khambha
Brendan Richardson	Ben Cecil, President	
Regrets:	Mykaela Bauer	Tracy Gardner
Guest:	BR Pirri (open session only)	
Recording:	Heather Steckly	

OPEN SESSION

AGENDA ITEM

1. CALL TO ORDER

Interim Chair Kemmere called the meeting to order at 8:37 a.m.

2. AGENDA

*A MOTION was made by B. Cecil to approve the agenda as presented.
 MOTION CARRIED*

3. CONFLICTS OF INTEREST

In accordance with the Alberta Public Agencies Governance Act, Board members were asked to declare conflicts of interest relating to agenda items for the meeting.

B. Richardson declared a conflict with an item on the in-camera session agenda.

4. CONSENT AGENDA

4.1 REVIEW OF MINUTES

4.1.1 May 23, 2024

4.2 OLDS COLLEGE GOVERNANCE POLICY REVIEW

4.2.1 GP-4 Board Planning Cycle & Agenda Control - *updated for 2023/24*

4.2.2 GP 11 Investment in Governance - *updated for 2023/24*

4.2.3 GP-12 Board Linkage with Ownership

4.2.4 BMD-4 Monitoring President Performance - *updated for 2023/24*

4.3 OLDS COLLEGE GOVERNANCE PERFORMANCE REVIEW

4.3.1 GP Global Governance Commitment

4.3.1.1 Performance Report

4.3.2 GP-7.1 BMD Global Board-Management Delegation

4.3.2.1 Performance Report

A MOTION was made by A. Dau THAT the Board of Governors approve the Consent Agenda as presented.
MOTION CARRIED

5. BOARD COMMITTEE REPORTS

5.1 CHAIR'S REPORT

No discussion arose from the Chair's written report included in the agenda package.

A MOTION was made by M. Hamilton that the Board accept the Chair's Report as presented.

MOTION CARRIED

5.1.1 Board Decision / Action Log

Based on the Board's recommendation, the Board Secretary will place archived items on tabs labeled for each Board year for searchability and ease of access.

A MOTION was made by S. Hayes that the Board approve the Board Decision/Action Log archived items as presented.

MOTION CARRIED

5.1.2 Scheduling Board Committee Meetings

For planning purposes, Committee meetings will be scheduled on the dates specified in the Calendar of Events, starting with the Audit and Finance Committee at 8:00 a.m., Governance Model Committee at 10:00 a.m. and the Policy Review Committee at 1:00 p.m. As additional Committee meetings are required, there may be a need to schedule a second day of meetings.

Should a meeting need to be moved, as much due notice as possible will be provided to Board members. The notice to reschedule will include date and time options for consideration. Board members were asked to be as timely as possible in responding to these requests.

A MOTION was made by A. Kaur-Khambha that the Board direct administration to schedule committees on the basis discussed.

MOTION CARRIED

5.1.3 2024/2025 Board of Governors Planning

5.1.3.1 Calendar of Events

5.1.3.1.1 September Meeting Date - decision

A MOTION was made by B. Cecil THAT the Board approve the 2024/25 Calendar of Events as presented.

MOTION CARRIED

5.1.3.2 New Member Orientation

In anticipation of Board appointments and in preparation for strategic planning on July

29, a virtual orientation session will be scheduled on July 20, 2024. All Board members who are available are invited to participate.

A MOTION was made by A. Kaur Khambha to hold a new member orientation session virtually on July 20, 2024.

MOTION CARRIED

5.2 AUDIT AND FINANCE COMMITTEE

5.2.1 2023 Audit Update

The Board Chair and Committee Chair met with the auditors to discuss finalization of the 2023 Audit. Currently the Audit Exit Meeting is scheduled for June 24, 2024 and the CFO and auditors are working to meet this schedule.

The CFO reiterated that the issues associated with the 2023 Audit were long standing in nature and had been highlighted in past audits. Much work has been done to address many large issues which has taken considerable time. The intent is that during preparation for the 2024 Audit, the CFO will continue to address long standing issues, aiming to provide a clear path forward and establish the routine work that must go into audit preparation.

The Audit and Finance Committee requested that administration provide a written Audit Management Plan, with key dates and deliverables, to guide the 2023/24 audit. Administration has committed to provide this information following the Exit Meeting which will clarify all of the matters that are to be addressed.

A MOTION was made by B. Richardson that the Board accept the Audit and Finance Committee report as presented.

MOTION CARRIED

5.2.2 2023 Financial Statements - electronic approval: decision

The Board must approve the 2023 Financial Statements after the Audit Exit Meeting. A Special Board Meeting will be scheduled on June 27, 2024 for this purpose.

5.3 GOVERNANCE MODEL COMMITTEE

5.3.1 Board as Governors - draft policy

No discussion arose with respect to the first review of the Board as Governors policy draft.

5.3.2 Board Code of Conduct - draft policy

The Board was assured that the Code of Conduct policy draft aligns to the College's policy. The items from number 3 onward are specific to the Board of Governors. The Code of Conduct policy will have to be submitted to the Ethics Commissioner for review prior to final approval.

A MOTION was made by M. Hamilton that the Committee move forward with the second review of the Board as Governors and Board Code of Conduct policies.

MOTION CARRIED

5.4 POLICY REVIEW COMMITTEE

5.4.1 Rationale for and Principles of Policy Governance - draft policy

No discussion arose with respect to the first review of the Rationale for and Principles of Policy Governance policy draft.

5.4.2 Role of the Board Chair - draft policy

No discussion arose with respect to the first review of the Board Code of Conduct policy draft.

A MOTION was made by B. Richardson that the Committee move forward with the second review of the Rationale for and Principles of Policy Governance and Role of the Board Chair policies.

MOTION CARRIED

5. BOARD EDUCATION - internal

6.1 ALBERTA COLLEGES AND INSTITUTES FACULTIES ASSOCIATION

6.1.1 Presentation

P. Johnston-Berresford and C. Fulkerth presented the results of the 2023 ACIFA Climate Survey. It was noted that 61 Olds College faculty completed the survey which is comparatively high relative to other institutions. The Faculty Association has taken steps to work with administration to address concerns noted within survey results. Concerns around internal communications were noted as a priority. Consistent with provincial comparators, the overall average of results decreased year over year.

6.1.2 OCFA Climate Survey Memo

6.1.3 OCFA Climate Survey Results

6.1.4 ACIFA Climate Survey Standard Question Comparisons

6.1.5 Climate Survey Results - Provincial Results

TRAVEL TO THE WERKLUND AGRICULTURE & TECHNOLOGY CENTRE FOR THE CACI SHOWCASE

CENTRAL ALBERTA COLLEGIATE INSTITUTE SHOWCASE

RETURN TO THE BOARDROOM

8. OLDS COLLEGE OPERATIONAL OUTCOMES / PERFORMANCE

7.1 EL-5 ASSET PROTECTION - *item 8 only*

7.1.1 Performance Report

A MOTION was made by G. Cove that the Board of Governors has assessed the monitoring report for Policy EL-5 Asset Protection, Item 8 and finds that it demonstrates compliance with a reasonable interpretation of the policy.

MOTION CARRIED

9. OLDS COLLEGE INSTITUTIONAL OUTCOMES / PERFORMANCE - operational activities

6.1 PRESIDENT'S REPORT

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

Driver #1:

- Program Curriculum Committee (PCC) meetings have taken place over the last 6 weeks. The meetings resulted in many excellent updates and enhancements to courses and programs.
- Broncos Athletics is proud of **student athlete achievement** in the classroom. In total, 41 Broncos student-athletes achieved honors standing (minimum GPA of 3.5). In addition, 39 Broncos will earn the ACAC Academic Athletic Award, and 31 students will be named CCAA National Scholars in September.

Driver #2:

- Olds College achieved 1995 FLE's in 2023/24
- 23-24 Dual Credit was our largest year to date. FLEs 155.7; Students 880 and 54 (and growing) school authorities partnered with Olds College.

Driver #3:

- Olds College (through OCCl) submitted an application to the Natural Sciences and Engineering Research Council (NSERC) Mobilize application to continue support for smart agriculture and student research activities. \$3.8 million over 5 years.

Driver #4:

- Olds College hosted 29 Global Affairs Ambassadors through the federal Protocol Office.

Driver #5:

- Olds College recently signed a training agreement with Ballard Group (max. contract value: \$215,998) for a new Workforce Employment Readiness and Connections Program: Agriculture Stream. The first of three deliveries starts Fall 2024.

Driver #6:

- Campus Security Services is prepared to support the launch of the **smoke free campus policy** in July. Enforcement will be focused on education for students, staff and faculty with attention placed on support, and the consequences of non-compliance.

Driver #7:

- The Central Alberta Collegiate Institute Metals Building Upgrade Project (Welding Labs) has received the first tranche of provincial funding (\$2.8M of approx. \$4.4M). Phase 1 completion is slated for Summer 2024 with project completion planned for Summer 2025.
- Information Technology is continuing to work on priority software projects like FAST Reporting and Banner 9 Self Service. These tools will bring advanced functionality to key stakeholder groups.

A MOTION was made by S. Hayes that the Board accept the President's report as presented.

MOTION CARRIED

8.1.1 Major Capital Projects Update

a. Animal Health Education Centre

The Animal Health Education Centre project is nearing completion with the opening planned for Fall 2024.

b. Capital Campaign Report

No discussion arose from the written Capital Campaign Report included in the agenda package.

Board members received a copy of the Case for Support that will be utilized to raise the College's participation in the W.J. Elliott Renovation and Expansion project. Fundraising for the project will be included in future Capital Campaign reports provided to the Board.

A MOTION was made by A. Dau that the Board received the Major Capital Projects Update as presented.

MOTION CARRIED

8.2 SAOC REPORT

A. Dau provided the following highlights from the written report included in the agenda package:

- The President and VP, Academic attended the Alberta Students Executive Council leadership conference.
- The SAOC published a dining on campus report, highlighting student concerns raised throughout the year. Through this report, the President was able to advocate for students and raise the issue of nutritious food on campus.
- The SAOC has received a \$50,000 grant from the Family & Community Support Services Association of Alberta to fund the SAOC Pantry. This will be used to provide more students with food and other necessities in a timely manner.
- Several of the student-led clubs held their elections for spots on their respective executive councils. The SAOC is excited to work with the new student leaders, and see their interests and passions grow.
- The Vice President Academic assisted several students in the academic appeals process.

A MOTION was made by A. Dau that the Board accept the SAOC Report as presented.

MOTION CARRIED

LUNCH

Recognized departing Board members with thanks for their service

7. BOARD EDUCATION - external

9.1 INDUSTRY ADVISORY COMMITTEE: M. Kaun representing the Agriculture Management Industry Advisory Committee

9.1.1 Presentation

M. Kaun, J. Steeves and D. Thompson joined the meeting to provide the Industry Advisory Presentation with respect to the Agriculture Management program. Challenges facing agriculture and related industries include globalization, food safety and increased costs of equipment and technology. Olds College can contribute by acting as a demonstration and

evaluation hub for new technology and training the next generation of farmers and industry personnel.

10. LEGISLATIVE COMPLIANCE APPROVALS AGENDA

10.1 ANNUAL REPORT - *deferred pending Minister's approval to submit with unaudited financial statements*

10.1.1 Legislated Approvals Oversight Report
Annual Report

10.1.2 Electronic Approval of Annual Report : decision

11. NICE TO KNOW INFORMATION

11.1 OLDS COLLEGE NEWS

11.1.1 A Day of Discovery & Exploration

11.1.2 Olds College Celebrates 109th Graduating Class
A MOTION was made by M. Hamilton that the Board receive the Olds College News as information.
MOTION CARRIED

11.2 BOARD CORRESPONDENCE

11.2.1

11.3 OTHER INFORMATION

11.3.1 AgSmart: July 30-31, 2024

Schedule

Site Map

Auxiliary Activities

Complimentary registration at EventBrite using the special code **OLDSCOLLEGE24**

A MOTION was made by B. Cecil that the Board accept Item 11.3 as information
MOTION CARRIED

12. ROUNDTABLE

13. SEPTEMBER 25, 2024 BOARD AGENDA ITEMS

- President's Report
- SAOC Report
- Industry Advisory Committee Report
- Board Committee Reports
- Policy EL-4 Financial Condition and Activities - Q4
- Policy EL-10 Investments - Q4
- Enterprise Risk Management Report - Q4
- Legislated Approval: International Tuition

MOTION TO MOVE IN-CAMERA

A MOTION was made by G. Cove to move the meeting in-camera.
MOTION CARRIED

BR Pirri left the meeting.

MOTION TO MOVE OUT OF CAMERA

A MOTION was made by A. Dau to move the meeting out of camera.
MOTION CARRIED

15. MOTIONS OUT OF IN-CAMERA

15.1 E-1 QUALIFIED PEOPLE

15.1.1 Performance Report

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

MOTION CARRIED

15.2 E-2 NEW KNOWLEDGE, PRODUCTS AND TECHNOLOGY

15.2.1 Performance Report

A MOTION was made by M. Hamilton that the Board has assessed the monitoring report for Policy E-2 New Knowledge, Products and Technology and finds that it demonstrates compliance with a reasonable interpretation of the policy.

MOTION CARRIED

15.3 E-3 ALBERTA LEADS IN SMART AGRICULTURE TECHNOLOGY

15.2.1 Performance Report

A MOTION was made by A. Kaur Khambha that the Board has assessed the monitoring report for Policy E-3 Alberta Leads in Agriculture and finds that it demonstrates compliance with a reasonable interpretation of the policy.

MOTION CARRIED

15.4 E MEGA END

15.4.1 Performance Report

A MOTION was made by A. Dau 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

15.5 EL GENERAL EXECUTIVE CONSTRAINT

15.5.1 Performance Report

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

MOTION CARRIED

MOTION TO MOVE INTO SPECIAL IN CAMERA SESSION

A MOTION was made by G. Cove to dismiss administration and move the meeting into Special In-Camera.

MOTION CARRIED

MOTION TO MOVE OUT OF SPECIAL IN CAMERA SESSION

A MOTION was made by B. Richardson to move the meeting out of Special In-Camera.

MOTION CARRIED

16. MOTIONS OUT OF SPECIAL IN-CAMERA SESSION

16.1

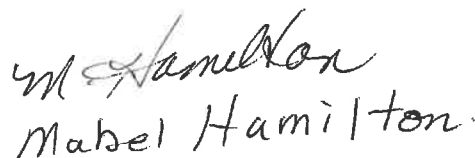
REMINDER TO SIGN THE KEY MANAGEMENT PERSONNEL DOCUMENTS BEFORE LEAVING TODAY

17. ADJOURNMENT

The meeting was declared adjourned at 3:20 p.m.



Al Kemmere
Interim Board Chair



Mabel Hamilton