



MEDICINE HAT COLLEGE
BOARD OF GOVERNORS
Regular Meeting Minutes

October 15, 2024

PRESENT:

| | | |
|----------------|---------------------|---------------------|
| Board Members: | Sarah MacKenzie | Board Chair |
| | Yusuf Mohammed | Vice Chair |
| | Shelley Beck | Public Member |
| | David Hoekstra | Public Member |
| | Lily Schaerer | Student Member |
| | Valter Fuck | Student Member |
| | Andrea Woods | Non-Academic Member |
| | Ebenezer Asare | Public Member |
| | Brian Stauth | Public Member |
| | Kent Smith | Public Member |
| | Michelle Banks | Academic Member |
| | Kevin Shufflebotham | President & CEO |

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|---------------------------|-----------------|--|
| Administrative Resources: | Wayne Resch | VP, Administration & Finance |
| | Nancy Brown | VP, Academic/Provost |
| | Tiffany Digness | Executive Assistant, President & CEO / Secretary to the Board of Governors |

1. CALL TO ORDER

The meeting was called to order at 4:00 pm, a quorum was confirmed present, and the meeting was declared duly constituted.

1.1. ACKNOWLEDGEMENT TO THE TERRITORY

S. Mackenzie acknowledged that the Board of Governor's meeting is being held on traditional territory.

1.2. DECLARATION OF CONFLICT OF INTEREST

No conflict of interest declared.

2. APPROVAL OF THE AGENDA

MOTION: S. Beck

“THAT the Board of Governors approves the October 15, 2024, Board Meeting agenda as presented.”

CARRIED

3. APPROVAL OF THE MINUTES

MOTION: Y. Mohammed

“THAT the Board of Governors approve and acknowledge the Board meeting minutes for June 11, 2024, as presented.”

CARRIED

4. APPROVAL OF CONSENT AGENDA

➤ ***Committee Minutes***

- Governance Committee (*September 10, 2024*)
- Policy & Bylaw Minutes (*September 10, 2024*)
- Campus Development Minutes (*September 17, 2024*)
- External Relations Committee (*September 17, 2024*)
- Executive Committee Minutes (*September 19, 2024*)
- Human Resources Minutes (*September 19, 2024*)
- GAC (*September 23, 2024*)

MOTION: L. Schaerer

“THAT the Board of Governors approve and acknowledge all Consent Agenda items, as presented.”

CARRIED

5. REPORTS

5.1 Finance & Audit Committee – Financial Statement ending in June 2024

W. Resch provided an overview of the June 30, 2024 year end financial statements. The three main variances between budget and actual were: increased enrolment (budget of 1,951 FLE and actual of 2,118 FLE), decreased salary & benefit expenses (mainly due to the number of positions that could not be filled during the year) and decreased supply and services expenses (due to underspending of supply items and contract fees).

At June 30, 2024 the net income is \$3.49 million and \$20.23 million in reserves.

MOTION: K. Smith

“THAT The Board of Governors approves the Financial Statements ending in June 2024, as presented.”

CARRIED

6. STRATEGY, CULTURE & EDUCATION

6.1. President's Update

K. Shufflebotham went over some highlights of what has happened so far this year,

- College Day
- Board Orientation
- Apprenticeship Appreciation Day
- Premiers Visit/ meeting with the Board
- Funding for addictions counselling program
- C4I Grant for \$750,000

K. Shufflebotham provided an update on IRCC changes impacting international students. After November 1, international students will only be eligible for PGWP's if their program is aligned with long-term labour market shortages, which will be determined nationally. We are advocating that they will also look at regional needs.

K. Shufflebotham provided an overview of strategic priorities for 2024/2025. These will be reported on to the Board throughout the year.

N. Brown provided an update on enrollment. The final number was 2118 FLEs in 2023-2024 and we are projecting 2180 FLEs in 2024-2025.

N. Brown mentioned the 7 over 70 event and mentioned that one of our instructors won.

N. Brown provided an update on Pharmacy Technician diploma program. Will be going through the different approvals this fall and should be brought back to the December 2024 Board meeting for final approval.

W. Resch provided an update on the new changes for the annual report that the Government has made. They are now looking for a excel document with items they would like to be updated on. They will not be looking for the report that was completed in previous years.

W. Resch provided an update on the college's capital priority request. As Government requested, we have moved the ask to be for Planning funding. This will not change the timelines on the build.

6.2. Autonomous Degrees - Campus Alberta Quality Council

N. Brown provide a presentation on Autonomous Degrees to the Board of Governors. The intention is to offer Social Work as our first degree.

7. IN-CAMERA

7.1. IN-CAMERA WITH PRESIDENT & CEO

Guests were asked to leave at this time.

MOTION: L. Schaerer

“THAT the Board of Governors move to In-Camera at 4:59pm.”

CARRIED

MOTION: K. Smith

“THAT the Board of Governors end In-Camera and return to the Public Board meeting at 5:02pm.”

CARRIED

7.2. IN-CAMERA WITHOUT PRESIDENT & CEO

The President left meeting.

MOTION: D. Hoekstra

“THAT the Board of Governors move to In-Camera without President at 5:03pm.”

CARRIED

MOTION: L. Schaerer

“THAT the Board of Governors end In-Camera without President and return to the Public Board meeting at 5:03pm.

CARRIED

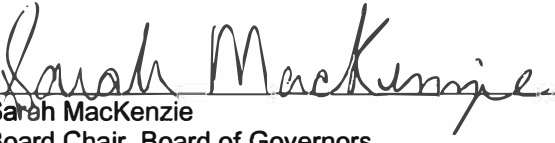
8. ADJOURNMENT


MOTION: L. Schaerer

“THAT the Board of Governors Public Board meeting of October 15, 2024, be adjourned at 5:04pm

CARRIED

APPROVED
December 10, 2024


Sarah MacKenzie
Board Chair, Board of Governors


Tiffany De Luca
Executive Assistant, Board of Governors

