

<b>Board Members:</b>	Ms. Bridget Hennigar, Chair Mr. Roy Bjorklund Mr. Brent Cage Ms. Amber Cardinal Ms. Michelle Wallace Dr. Connie Korpan Mr. Kevin Szakacs	Dr. Robert Murray, President and CEO Ms. Shawna Miller Mr. Lorne Radbourne Ms. Amy Speedtsberg Mr. Lydell Torgerson Mr. Ron Wiebe Ms. Heather Kerschbaumer
<b>Guests:</b>	Ms. Cherene Griffiths Mr. Pat Connolly Ms. Jasmin Marshall	Ms. Vanessa Sheane Ms. Sivagowry Lewis

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## INTRODUCTION AND BOARD CHAIR COMMENTS

### 1. CALL TO ORDER

The Board Chair called the meeting to order at 9:01 am, welcoming all Board members and welcoming the newest Board member, Heather Kerschbaumer.

*The Board respectfully acknowledges the homeland of the many diverse First Nations and Métis people whose ancestors have walked this land since time immemorial. We are grateful to work, live, and learn on the traditional territory of Treaty 8.*

### 2. Declaration of Conflicts of Interest and / or Commitment

The Chair invited members to declare real, potential or perceived conflicts of interest related to the Board meeting Agenda. GPRC President and CEO, Interim Vice President, Academics and Research, and Vice-President, External Relations declared a conflict on item 5.6 Supplementary Executive Retirement Plan.

### 3. ADOPTION OF AGENDA FOR February 25, 2021

**MOVED** by Brent Cage, **SECONDED** by Kevin Szakacs that the Board of Governors approves the February 25, 2021 Board Meeting Agenda with the addition of item 10.

### 4. ADOPTION OF BOARD MINUTES

**MOVED** by Roy Bjorklund, **SECONDED** by Amber Cardinal that the Board of Governors approves the Minutes of the December 10th, 2020 Board Meeting as presented.

### 5. REQUESTED APPROVALS AGENDA

#### 5.1. SA Audit Financial Statement

The Students' Association Audited Financial Statements for 2019/2020 are approved through the Required Approvals Agenda. It is a requirement of the Post-Secondary Learning Act, Section 97 (1) that the student organization provide audited financial statements annually to the Board of Governors.

Last year, there was a 20% increase in enrolment of the dental plan due to opt-out changes. There was little usage of the plan due to COVID-19. According to a survey, students would like to see more coverage of dental and eyecare.

**MOVED** by Connie Korpan, **SECONDED** by Amy Speedtsberg, that the Board of Governors accepts the Students' Association Audited Financial Statements for 2019/2020 as presented.

**CARRIED**  
**5949/2021**

## 5.2. Award of Distinction Selection

The recommendation for the 2021 recipient of the GPRC Board of Governors' Award of Distinction was presented to the Board of Governors in the February 25, 2021 meeting. The recipient will be announced and recognized at the April 6th, 2021 President's Awards online recognition.

**MOVED** by Connie Korpan, **SECONDED** by Michelle Wallace, that the GPRC Board of Governors approves the recommended recipient of the 2021 GPRC Board of Governors Award of Distinction as presented.

**CARRIED**  
**5950/2021**

## 5.3. Board Operating Budget

The Board of Governors reviewed the status of the operating budget for 2020/2021 and the forecasted operating budget for 2021-2022. Discussion ensued around the need for 5035 – Salary – Admin Group.

**MOVED** by Ron Wiebe, **SECONDED** by Heather Kerschbaumer that the Board of Governors defer the 5035 – Salary – Admin Group for another year and approve its operating budget in the amount of \$135,000 in 2021/2022.

**MOVED** by Roy Bjorklund, **SECONDED** by Brent Cage, that the Board of Governors approve remuneration as follows:

Board Chair: \$4,107.96/year  
Board Members: \$2,484/year

And, Board related activity where attendance is required:  
\$45 for < 4 hours/day \$90 for > 4 hours/day

**CARRIED**  
**5951/2021**

## 5.4. GPRC Student Tuition Fee 2021 - 2022

In accordance with the Post-Secondary Learning Act, 61(1) the Board of a public post-secondary institution shall set the tuition fees to be paid by students of the public post-secondary institution, other than students enrolled in apprenticeship technical training at the public post-secondary institution. These fees are set in accordance with the tuition fees section of the Post-Secondary Learning Act.

In accordance with these regulations, the Registrar has drafted a Tuition Fee Schedule for 2021-2022 and has received feedback for consensus from GPRC Executive members, and Students' Association Executive. GPRC is requesting a 7% overall increase.

**MOVED** by Lydell Torgerson, **SECONDED** by Kevin Szakacs, that the Board of Governors approves the recommended tuition fee schedule for 2021/2022, contingent on approval of the mental health fee by the Students' Association.

**CARRIED**  
**5952/2021**

#### 5.5. Local Authorities Pension Plan

**MOVED** by Lorne Radbourne, **SECONDED** by Michelle Wallace, that the Board of Governors of Grande Prairie Regional College (the Board) amends the Local Authorities Pension Plan for institution executives, dated February 25, 2021, as follows:

1. Identify eligible groups
2. Define pension eligible pension contribution
3. Reformatted to meet the new requirements from LAPP.

**CARRIED**  
**5953/2021**

#### 5.6. Supplementary Executive Retirement Plan

Bob Murray, Cherene Griffiths, and Vanessa Sheane declared a conflict of interest and were excused from the meeting.

**MOVED** by Lydell Torgerson, **SECONDED** by Connie Korpan, that the Board of Governors of Grande Prairie Regional College (the Board) amends the Supplementary Executive Retirement Plan for institution executive's eligibility of contribution, dated February 25, 2021, as follows:

##### 3.01 ELIGIBILITY AND SERVICE

###### **Eligibility**

3.1 Individuals eligible to participate in the SERP are employees of the Employer and are:

- a) A Vice-President on a permanent basis
- b) President/CEO and,
- c) accruing LAPP Service,
- d) designated by the Employer as eligible to participate in the SERP.

3.2 Individuals not eligible to participate in the SERP are:

- a) non-permanent Employees [excepting 3.1(b)], or
- b) employees appointed on an Interim basis,
- c) individuals who are in receipt of a pension, excluding survivor benefits, from a pension plan sponsored by the Employer, (including the LAPP), or
- d) Employees not designated by the Employer as eligible to participate in the SERP.

**CARRIED**  
**5954/2021**

#### 5.7. Canada Revenue Agency

##### **Relevant Board Policy: EL-4 Asset Protection**

The President shall not allow assets to be unprotected, inadequately maintained, or unnecessarily risked.

Grande Prairie Regional College (GPRC) employees require access to the College's tax, payroll, GST and other government accounts in order to engage with, comply with and submit documents to CRA on a regular basis. In order to obtain access, the College's Directors need to authorize these employees as representatives with appropriate access levels.

The following Board of Governor or Executive positions are the College's Directors and can authorize a representative for access to the business accounts. A complete list of the current Board of Governors and Executive and the positions they hold is attached.

<b>Position</b>	<b>Signing Authority Limit</b>
Board Chair	Unlimited
President and CEO	Unlimited
Vice-President, Finance and Administration	\$100,000

Effective February 25, 2021, Bridget Hennigar, Board Chair and Robert Murray, President and CEO approve the authorization of the following representative for Grande Prairie Regional College.

Group/Representative Name	Group/RepID	Authorization Level
GPRC	GG86B2	Level 3

Please note, the GPRC representative group is managed by the Director, Financial Services.  
Authorization Levels:

- Level 1 – obtain information
- Level 2 – update and obtain information
- Level 3 – delegate authority, update and obtain information

**MOVED** by Amy Speedstberg, **SECONDED** by Brent Cage, that the Canada Revenue Agency authorized directors and representatives by approved.

**CARRIED**  
**5955/2021**

## 6. GOVERNANCE PROCESS ITEMS FOR DECISION (Content)

### 6.1. Gp-2.2. Related Party Disclosure Letter.

**MOVED** by Brent Cage, **SECONDED** by Lydell Torgerson, that the Board of Governors has assessed the content of GP-2.2 Related Party Disclosure Letter and approves of same with amendment that the letter is addressed to the Vice President of Finance and Administration.

**CARRIED**  
**5956/2021**

## 7. MONITORING BOARD PERFORMANCE (Compliance)

### 7.1. BP Global Board-President Relationship Policy.

**MOVED** by Lorne Radbourne, **SECONDED** by Brent Cage, that the Board of Governors has verbally assessed its compliance with BP Global Board-President Relationship Policy and agrees that the Board of Governors acts consistently and demonstrates compliance with a reasonable interpretation of the policy.

**CARRIED**  
**5957/2021**

## 8. FOR FUTURE DECISION-MAKING

### 8.1. Second Quarter Financial Report

**MOVED** by Ron Wiebe, **SECONDED** by Kevin Szakacs, that the Board of Governors accept the second Quarterly Financial Report as presented.

**CARRIED**  
**5958/2021**

**MOVED** by Amber Cardinal, **SECONDED** by Connie Korpan, that the Board of Governors move in camera at 10:36am.

### 8.2. LEGAL / LAND / LABOUR

### 8.3. CEO REPORT OF ISSUES OF ENTERPRISE RISK

### 8.4. MONITORING REPORT ON EXECUTIVE LIMITATION (EL-1) TREATMENT OF PEOPLE

### 8.5. MONITORING REPORT ON EXECUTIVE LIMITATION (EL-6) COMMUNICATION AND SUPPORT TO THE BOARD

**MOVED** by Amy Speedtsberg, **SECONDED** by Roy Bjorklund that the Board of Governors resume regular session at 12:27pm

The Board of Governors received the report from the President and CEO regarding the Executive Limitation, EL-1, Treatment of People.

**MOVED** by Kevin Szakacs, **SECONDED** by Lydell Torgerson, that the GPRC Board of Governors has received the monitoring report on Executive Limitation Treatment of People EL-1 and has assessed that the evidence sufficiently demonstrates compliance with the Executive Limitation.

**CARRIED**  
**5959/2021**

The Board of Governors received the report from the Chair of the Compliance and Continuity Committee regarding the Executive Limitation, EL-6, Communication and Support to the Board.

**MOVED** by Ron Wiebe, **SECONDED** by Shawna Miller that the GPRC Board of Governors has received the monitoring report on Executive Limitation Communication and Support to the Board EL-6 and has assessed that the evidence sufficiently demonstrates compliance with the Executive Limitation.

**CARRIED**  
**5960/2021**

### 8.6. BOARD CHAIR REPORT

A request was made for Lorne Radbourne's reappointment as a member of the Board of Governors. The request was approved by the Minister of Advanced Education.

Town Halls were held in January to discuss the AB2030 System Review, the Board of Governors Chair and GPRC President and CEO were in attendance. There was a discussion on Grande Prairie Regional College and Red Deer College transitioning to Polytechnic status, at this time, nothing has been confirmed. There was a call with the Minister and a special Board meeting to discuss the possibility of transitioning.

#### **8.7. COMPLIANCE AND CONTINUITY COMMITTEE REPORT**

The Compliance and Continuity Committee discussed updating the skills matrix and including all members, not just public board members. Due to the upcoming changes, the Committee recommends suspending GP-14 policy and adding a highlight on the website “due to Alberta 2030, this policy is suspended for the time being”, this will cause less confusion for the public.

**MOVED** by Lorne Radbourne, **SECONDED** by Amy Speedstberg, that the Board of Governors approve the appointment of Brent Cage to the Alumni Foundation Board of Directors.

**CARRIED**  
**5961/2021**

#### **8.8. ALUMNI FOUNDATION BOARD OF DIRECTORS**

Due to a conflict, Kevin Szakacs was unable to Chair the Alumni Foundation Board of Directors meeting. Lorne Radbourne acted as interim Chair. The Committee chose MNP as the auditors and approved the nomination of this year’s Board Award of Distinction

**MOVED** by Lorne Radbourne, **SECONDED** by Kevin Szakacs, that the Alumni Foundation oversee the audit.

**CARRIED**  
**5962/2021**

#### **8.9. GOVERNANCE AND STRATEGIC DIRECTION COMMITTEE REPORT**

#### **8.10. BOARD DEVELOPMENT COMMITTEE**

The Board Development Committee will be approaching a potential keynote for training with new Board of Governors members. This training will likely occur in May 2021.

Due to COVID restrictions, the Board of Governors Retreat may need to be postponed to October 2021. Kevin Szakacs and Brent Cage will meet in March 2021 to finalize a date for the Retreat.

### **9. ROUNDTABLE**

#### **9.1. SELF-EVALUATION OF BOARD GOVERNANCE**

### **10. ADJOURNMENT**

The meeting adjourned at 12:56pm.