

**Minutes of the Regular Meeting of
The Board of Trustees of
Carlton Trail Regional College
Held at the Canalta Hotel in Humboldt, SK
December 11, 2012 at 9:00 a.m.**

Participating: Board Chairperson Glenn Hepp, Vice Chairperson Luz Marina Dominguez, Trustees Leon Winkel, Martin Chicilo and Denis Bergerman, CEO Ivan Yackel, Director of Finance Andy Burgess, Director of Administration Amy Yeager and Recorder Sheri Ulrich

Regrets: Director of Programs Shelley Romanyszyn-Cross

TO ORDER: The Chairperson called the meeting to order at 9:00 a.m.

AGENDA: The agenda was reviewed.

Motion 12-12-34: Winkel, that the agenda be approved as presented.
Carried.

MINUTES

The minutes from the November 8, 2012 regular meeting were reviewed.

Motion 12-12-35: Chicilo, that the November 8, 2012 regular meeting minutes be approved as presented.
Carried.

BUSINESS ARISING

2013-14 Program Plan

The 2013-2014 program plan was received for information.

BOARD MEMBER REPORTS

Board Chairperson Report

- ASRC Board training is set for May 15. The ASRC AGM will follow the next day. It was noted that Board members feel that there would be a better connection to ASRC if the AGM would be opened up to all Board members. The CEO will confirm who is invited to the AGM.
- Government growth plan includes the elimination of wait lists – concern expressed regarding how this will be done.
- SGEU Collective Agreement – back to the bargaining table in January.
- After the meetings with each College, it appears that there is no desire to open up the Regional Colleges Act at this time.
- Vice Chair Dominguez attended the ASRC reception with MLAs and reported it was a good information sharing session and advocacy evening for Regional Colleges.
- ACCC Regional meeting will be held at the Delta Regina in March – details are forthcoming.
- ACCC Annual Conference is scheduled for June 1, 2, and 3 in Penticton, BC.
- ASRC public awareness campaign – watch for ads on Shaw TV and SJHL games.
- Attended the Nov. 23rd Regional Planning Session in Muenster – focus was on the BHP Mine and the growth opportunity for communities.
- Concern was expressed that ASRC was not present at the recent Job Fair in Regina.
- ASRC will be sending a letter to Minister Morgan regarding Board compensation. According to the Saskatchewan inflation rate, per diems should be increased to \$179.

- The Chair attended a conference call with Brown Governance regarding the Governor Development Certification program.
 - 50 seats available - ag sector is also interested.
 - Meeting scheduled for January 22 in Regina to look at the program. Johnson Shoyama and Brown Governance will be in attendance and will explain why CEO's are not included in the training.
 - First module: March 14 and 15 in Regina, second module: May 9-10-11 or May 23, 24, 25 in Saskatoon, third module: September 12, 13, 14 or September 26, 27, 28 in Regina and fourth module: Nov. 28, 29, 30 in Saskatoon. Dates and locations will be confirmed at a later date.
 - Final exam scheduled for January 6, 2014
 - Registration package will be ready by January 14th – Chair Hepp, Vice Chair Dominguez, Trustees Bergerman and Chicilo will be registered.
 - \$2,500 tuition will be split between the College and the Ministry. Travel, accommodations, meals and per diems will be covered by the College.
 - CEO will talk to the ADM regarding the inclusion of new Board members.
 - There was concern expressed surrounding the short notice, the inflexibility of the program offering and the exclusion of the Regional College CEOs.

Motion 12-12-36: Chicilo, that the Board Chair advise the Deputy Minister of the strong desire of the Carlton Trail Regional College Board to have its CEO participate fully in all Governance training sessions.
Carried.

The Director of Finance and the Director of Administration joined the meeting.

CEO REPORT

Strategic Planning

The CEO reported that Laura Soparlo will begin work with CTRC with a “planning to plan” session from 10:00 a.m. – 2:30 p.m. on Thursday, January 10th. If Board members are available, please feel free to attend. Please share your calendar for the next few months so that dates can be set for future meetings. All decisions will be brought to the Board table for ratification.

Board Governance Review

The individual responses to the questionnaire will be compiled and prepared so that the Board can undertake a thorough “in-camera” discussion at the January 15th Board meeting.

Strategic Plan Review

The Board and CEO will jointly evaluate current progress made on the goals and objectives of the 2012-2014 Strategic Plan at the January 15th Board meeting.

CEO Performance Review

In keeping with the provisions of the CEO contract, a six-month or mid-year evaluation will be conducted in-camera at the January 15th Board meeting. The review will utilize the results of the Strategic Plan review as well as the CEO Performance Targets for 2012-2013 developed under the recommendation of the Saskatchewan Education Leadership Unit consultant that oversaw the CEO recruitment process.

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DIRECTOR OF ADMINISTRATION REPORT

The Director of Administration provided an update on recent HR activities including the new Saskatchewan Employment Act which is a consolidation of various acts and how it may affect the College.

OTHER

Correspondence

The following correspondence was received for information purposes:

- Deputy Minister Greenberg's November 23rd letter to Chair Hepp regarding new practices surrounding sharing Board packages with the Ministry.
- Chair Hepp's November 27th letter to St. Peter's College Board Chair, Al Hergott, regarding the termination of the 2004 Partnership Agreement.

Roundtable

A reminder will be sent out to Board members regarding the January 10th Strategic Planning meeting with Laura Saparlo.

Next Meeting Date

January 15, 2013 in Humboldt at the Canalta Hotel.

Items Received for Information

- Provincial Auditor Update
- CTRC Graduation 2012 Update
 - It was noted that Board members should always be prepared to speak at graduation events
- Article on Board use of iPads

In-Camera Session

Motion 12-12-38: Dominguez, that the meeting moves to an in-camera session at 11:05 a.m.
Carried.

Motion 12-12-39: Bergerman, that the meeting moves back into regular session at 11:28 a.m.
Carried.

Adjournment

Motion 12-12-40: Chicilo, that the meeting adjourn at 11:45 a.m.
Carried.

Chairperson

Recorder