

**Minutes of the Regular Meeting of
The Board of Directors of Carlton Trail College
Held in Classroom 151, Humboldt, SK
January 24, 2023**

PARTICIPATING: Acting Chairperson, Sandy Flory; Directors, Evan Doepker, Shawna Miller, Darrell Paproski; Amy Yeager, President and CEO; Andy Burgess, VP Finance; Amanda Kosokowsky, Recorder

REGRETS: None

TO ORDER: The Acting Chairperson called the meeting to order at 8:59 AM

“As we strive for reconciliation and meaningful relationships, Carlton Trail College respectfully acknowledges that we are situated on Treaty 4 and 6 Territories and the traditional homeland of the Metis.”

“Is anyone aware of any claims or potential claims against the College that would result in financial loss or wrongful dismissal claim?” None cited.

AGENDA

The agenda was reviewed, and the following correction was made:

- 8.3.2 Watrous Practical Nursing Graduation Celebration – February 18, 2023

Motion 01-23-29: Paproski, that the agenda be approved as amended,
Carried.

MINUTES

The minutes from the November 29, 2022, regular meeting was reviewed.

Motion 01-23-30: Doepker, that the minutes from the November 29, 2022, regular meeting be approved as presented.
Carried.

BOARD

Board Chairperson Report

Acting Chairperson Flory attended the Sector Engagement Meeting on December 21, 2022, via Zoom.

Acting Chairperson Flory had a discussion with Crystal Waller from the Ministry of Advanced Education regarding Board recruitment and the upcoming meeting/tour with Minister Gordon Wyant.

Director Paproski attended the Christmas staff & student lunch in Watrous on December 12, 2022.

COMMITTEE REPORTS

Governance and Human Resources Committee

Board Recruitment

Reviewed and received for information. Current posting closes on February 8, 2023. Interviews to be scheduled for Friday, February 17. Currently no applications received.

Professional Development Event

Sharon Meyer, First Nation & Metis Education Consultant, is the guest speaker for the Board PD event being held immediately after this meeting. Sharon will be discussing truth and reconciliation, indigenous culture and history, and her own personal stories.

Next Gov/HR Meeting – April 18, 2023

Finance/Audit/Risk (FAR) Committee

November 29, 2022, Minutes – Received for information.

Next FAR Meeting – March 9, 2023, at 9:00 AM

PRESIDENT AND CEO REPORT

Ministerial Engagement

An introductory meeting with Assistant Deputy Minister, Strategic & Sector Relations, Mark Wyatt took place on January 11, 2023.

Met with Jenn Clark from ICT regarding the Education and Training Incentive program and the potential to meet with parties to discuss impacts on learners. Correspondence from ICT confirmed they received the letter sent by regional colleges and would advise if they would be scheduling a meeting.

Follow-up with Jenn Clark, Mike Fergusson and Bond Pestill from AE regarding eligible expense information. No information received yet.

Along with the Acting Board Chair, Sandy Flory, attended the Sector Engagement meeting on December 21, 2022, via Zoom.

Saskatchewan Provincial Post-Secondary Teaching Award – The procedure manual, application form, and communications package are currently being developed. Launch date is tentatively schedule for early February 2023, with the awards event taking place June 2023. Saskatchewan is currently the only province in Canada without teaching award in the Post-Secondary Education Sector.

Community Engagement

Student Scholarship Event held December 2022 was successful.

Queen Elizabeth Jubilee medals were received by President & CEO and Acting Chairperson Flory on December 18, 2022.

CICan Board – Member representing Saskatchewan, Manitoba, Nunavut

Meeting is scheduled with Alice Stewart, President of Lakeland to discuss brokering opportunities.

CEO Council Update

Next meeting is scheduled for February 2, 2023, in Regina. Advanced Education will be attending in the afternoon to provide an orientation to the CEOs.

Information Items

President & CEO Work Plan Status

Reviewed by CEO monthly. Currently on track.

Multi-Year Funding Accountability & Performance Framework

Due January 31, 2023, this report is almost complete and will be available for review at the next Board meeting in March.

Director's Report

Received for information.

BHP Women in Trades program was cancelled due to low numbers.

Arbitration is going ahead for National Day of Truth and Reconciliation (September 30, 2022).

Queen's Day of Mourning grievance has been put into abeyance until after National Day of Truth & Reconciliation Day arbitration is settled.

Higher Education ERP – SIS Project – Monthly Status Report and Finance Tracker

ERP continues to require extensive time from staff for testing. Set to go live July 1, 2023.

Balanced Scorecard 22-23 Report #2

Received for information. Currently on track.

ERM 22-23 Report #2

Received for information. No significant changes.

Program Update

Received for information.

CICan Conference Attendance: Montreal, April 23-25, 2023

Rooms are booked and flights will require booking. Early Bird registration ends March 20, 2023.

VP FINANCE REPORT

Revenue and Expense Report

Received for information.

Income Statement/Balance Sheet

Received for information.

OTHER

Correspondence

None.

Information Items

A meeting/tour with Minister Gordon S. Wyant is scheduled for February 3, 2023, from 10 AM – 12 PM to include a tour of the welding/trades facility.

Practical Nursing Graduation Celebration – February 18, 2023, in Watrous. President & CEO will be attending along with Director Paproski. In the event that Director Paproski is unable to attend, Acting Chairperson Flory has agreed to attend in his absence.

Next Board Meeting – March 9, 2023, Regular Meeting and FAR Committee, Humboldt

Roundtable

In-Camera Session

All Board members agreed that an in-camera session was not required for this meeting.

Adjournment

Motion 01-23-31: Paproski, that the meeting adjourn at 12:09 PM
Carried.

Chairperson

Recorder