

**B.03 Summary of Authorities and Responsibilities**

**UNDER REVISION**

Governance and Organization

*Nunavut Arctic College*

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**SUMMARY OF AUTHORITIES AND RESPONSIBILITIES  
FOR ADULT EDUCATION IN NUNAVUT**

Original Source: Arctic College Strategic Plan 1990

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	<b>Public Colleges Act</b>	<b>GNWT Continuing Education Policy (October 1987)</b>
<b>Minister of Education</b>	<p>Give direction to the Board of Governors of Nunavut Arctic College.</p> <p>Establish College courses and programs. continuing education programs.</p> <p>Determine policy in respect of the operations, programs and priorities of the College.</p> <p>Accept and hold in trust real property gifted, granted, devised or bequeathed to or for the purpose of the College.</p> <p>Appoint an auditor for the College.</p> <p>Appoint a person to examine and inspect any matter connected with the management, administration or operation of Nunavut Arctic College.</p> <p>Appoint an administrator for Nunavut Arctic College.</p> <p>Establish and close campuses of Nunavut Arctic College.</p>	<p>Determine priorities for continuing education.</p> <p>Establish and modify continuing education programs.</p> <p>Approve standards for continuing education.</p>
<b>Nunavut Arctic College Board of Governors</b>	<p>Give direction to the President of Nunavut Arctic College</p> <p>Recommend to the Minister the establishment or closure of campuses.</p> <p>Recommend to the Minister program and course priorities.</p>	<p>Develop the curriculum for technical, vocational, post-secondary programs.</p> <p>Provide effective and efficient programs of continuing education across Nunavut .</p> <p>Operate learning centres for continuing education programs.</p>

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<b>Nunavut Arctic College Board of Governors (cont'd)</b>	Determine college administrative policies.	Provide support services such as counseling, administration and assessment of learning needs.
	Enter into contracts.	
	With the approval of the Minister, establish College student admission requirements.	Provide resources for training adult educators to deliver new or revised programs.
	With the approval of the Minister, determine the tuition fees to be paid by with students enrolled in full-time day programs.	Manage a system of certification for program graduates in accordance the standards approved by the Minister of Education.
	Set fees for student accommodation.	
	Set other student fees as required.	Provide resources, as made available by the Minister, to deliver continuing education programs across Nunavut.
	Provide resources for recreational, athletic or sports programs of Nunavut Arctic College.	
	Join and pay fees to educational associations.	
	Permit education facilities to be used for community purposes.	
	With the approval of the Minister, make by-laws governing College students.	
	Establish scholarships and other educational incentive programs.	

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<b>Nunavut Arctic College Board of Governors (cont'd)</b>	<p>Receive and manage monies.</p> <p>Ensure that for each fiscal year a budget is prepared for the College that does not result in a deficit and present the budget to the Minister.</p> <p>Maintain bank accounts and ensure that all monies received by the College are deposited in a bank to the credit of Nunavut Arctic College.</p> <p>Prepare and submit to the Minister an annual report</p> <p>Establish campus student associations.</p> <p>Establish committees of the Board and assign tasks to them</p>	
<b>Nunavut Arctic College President</b>	<p>Supervise, administer and direct the operation of Nunavut Arctic College.</p> <p>Monitor and evaluate the implementation of programs and courses.</p> <p>Ensure the effective and efficient management of the programs and courses of Nunavut Arctic College.</p> <p>Keep records of the proceedings, transactions and financial affairs of Nunavut Arctic College.</p> <p>Oversee the preparation of reports respecting the operation of the programs and courses of Nunavut Arctic College as may be requested by the Minister.</p>	<p>Manage program of continuing education across Nunavut .</p>

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### **Nunavut Arctic College President (cont'd)**

Oversee the preparation of proposals with respect to the future needs of Nunavut Arctic College and submit the proposals to the Board.

Provide for student counselling services.

Manage student residences and boarding programs for students.

### **Department of Education**

Develop the curriculum for adult basic education and apprenticeship programs.

Evaluate continuing education programs for effectiveness and efficiency.

Coordinate the analysis of educational and training needs in the Nunavut, maintain an inventory of training requirements, and plan educational programs to meet identified needs.

Negotiate funding from the federal government and other agencies for the delivery of continuing education programs.

Recommend to the Minister the standards to be met by students graduating from all continuing education programs.

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Coordinate student financial support.

Work in association with various agencies to coordinate the delivery of continuing education programs.

#### **Local Education Authorities**

Implement complementary programs designed specifically to satisfy local needs with funds provided by Nunavut Arctic College or the Minister of Education. Provide advice to the Department of Education and Nunavut Arctic College on training needs in communities.

Review the selection of students for programs of continuing education and advise the Department of Education and Nunavut Arctic College on these matters.

Manage funds provided by the Minister through Nunavut Arctic College for complementary programs designed to satisfy community needs.