



Northern Lights College Board Meeting

September 15, 2010 – 8:30 AM

FSJ Campus Room 130 Face-to-Face and VC/TC

Rooms: DC- Regional Board Room; FSJ -130; FN-132; DL 105s

Teleconference 1-800-747-5150; Code 5297097

MINUTES

PRESENT:	
E. Leer, Board Chair	W. Normandeau, Board member (VC)
K. Simpson, Vice Chair	S. Bassett, Board member – Support Staff
M. McPhail, Board member (arrived 9:27 am)	J. Valgardson, NLC President & CEO
L. Warren, Board member	G. Lainsbury, NLC Education Council Chair
M. Loverin, Board member (VC)	D. Hart, NLC VP Finance & Administration
M. Dionne, Board member	A. Hughes, NLC Registrar
D. Stirling, Board member (arrived 9:27 am)	C. Ravelli, NLC Director, Board & Executive Operations
ABSENT:	
J. Aikoroje, Student Board member	
GUESTS:	
Greg Longster, Davies Park	B. Deinstadt, NLC Director, HR
TC = Teleconference; VC = Videoconference	
TIME	ITEM
(1 min)	<p>1. Call to Order – 8:30 AM</p> <ul style="list-style-type: none"> Board member W. Minifie resigned August 23, 2010. The BRDO has been contacted and Leer gave an overview of their process. The Board is to submit 3 interested candidates to the BRDO for consideration. They will send out application packages and will not appoint a member without the Board's input. Simpson will contact potential candidates from the Chetwynd/Tumbler Ridge area for this South Peace vacancy. There was consensus for Board members to bring names forward to the October Board meeting and no posters will be circulated. The Board should expect to have this vacancy for at least 3 months. Reminder that this is student Board member J. Aikoroje's (absent) final Board meeting – term ends September 30, 2010. The vacancies will be advertised through the Registrar's office and the Board hopes to have 2 new student members by the October Board meeting. Reminder: In-Camera Session with G. Longster, Davis Park – 10:30am-12:00pm.
(1 min)	<p>2. Adoption of Agenda and Approval of Previous Minutes – August 18, 2010 Minutes.</p> <p>2010/082 – Simpson/Bassett TO approve the September 15, 2010 agenda. CARRIED</p> <p>2010/083 – Bassett/Simpson TO approve the August 18, 2010 minutes as presented. CARRIED</p>
(1 min)	<p>2. Appoint a Board Evaluator & Timer – Bassett</p>
(1 hr)	<p>4. Planned Linkage with Owners</p> <p>4.1 GP-3 Review any O'Link Data – Leer reported on the Chetwynd Economic Development Commission meeting she attended in July with the President. The purpose of</p>

	<p>the meeting was to discuss NLC’s business plan for Chetwynd. There are upcoming First Nations meetings which will be good O’Link opportunities for the Board.</p> <p>4.2 GP-3.2 Discuss Implementation of O’Link Plan – O’Link Framework – The Board reviewed their <i>O’Link Plan-Year 1</i> and decided that Valgardson will contact the Kelly Lake Band for a meeting and Dionne volunteered to contact some mining industry companies. They will report back at the October meeting about this.</p> <p>The <i>Chetwynd Coal Forum</i> is being held in early October and would be a good opportunity for some NLC Board members to attend or speak at. Valgardson noted that in the past NLC has a booth available at the <i>Forum</i> and she will circulate the Mining Industry contact list again to Board members.</p>
(30 min)	<p>5. Board Education</p> <p>5.1 Presentation from President and her staff about NLC (Valgardson) – Deferred to October meeting.</p>
(0 min)	<p>6. Decision Items (Backgrounder sheets are supplied for Decision Items)</p> <p>6.1 Ends – Nil</p>
(45 min)	<p>6.2 Governance Process</p> <p>6.2.1 GP-2.2.4 New PSEA Board member volunteer to replace Minifie – Normandeau volunteered to replace Minifie. Their next meeting is October 26th in Vancouver and Ravelli will send her the info on it.</p> <p>2010/084 – Simpson/Loverin THAT W. Normandeau will replace W. Minifie at the PSEA meetings on behalf of the Northern Lights College Board. CARRIED</p> <p>6.2.2 GP-9.2.5 Annual Declaration of Conflicts (Bylaw B.13.2) – Loverin, Dionne & Lainsbury – Outstanding declarations were received by Loverin, Dionne and Lainsbury. This completes this item.</p> <p>6.2.3 GP-10.3.1 Annual Board Performance Review and Develop /Update GAP – The Review was discussed and Leer recorded input from the Board which will be circulated to members. Discussion followed on O’Link strategies that the Board has used in previous years (like the meeting in-person with the Doig River First Nations) and the amount of useful information they received by attending these types of meetings. It was noted that the Mega/ENDs review is upcoming and also suggested that newer members meet with their mentors to review Monitoring Reports.</p> <p>6.2.4 GP-11 Review Board Calendar for next meeting – Presidential interviews are on Sep 28 and 29 in DC; The October meeting is on Thursday, Oct 21st not Wednesday due to the Opening of the Health Science Building; Ends Review will be in November and December (before Christmas for the budget planning cycle) and CMR Training planned for Nov 16 and 17 with a ½ day Board meeting on the 17th.</p> <p>6.2.5 GP-12 Quarterly Board Expenses Report (Mar Jun Sep Dec) – Jun and Aug Reports Attached – Expense Reports were reviewed; upfront Recruitment Costs were expended last year for the Presidential Search; and the next report will be in</p>

	<p>October for the September report. Ravelli will advise Graff to move the budgeted amount from <i>Subscriptions and Resources</i> to <i>Supplies-Other</i>, as per the budget that the Board set out previously.</p> <p>6.2.6 GP-1.6 Develop Board Training Plan & 2010-11 Budget – Leer, Simpson and McPhail volunteered to develop the <i>Board Training Plan</i> which will be discussed at the November Board meeting. The committee will terminate once the plan is complete.</p> <p>6.2.7 Self-Evaluation GP-3 Board Linkage with Ownership (Warren) –</p> <p>2010/085 – McPhail/Normandeau TO accept L. Warren’s report, noting that the Northern Lights College Board is in compliance with the policy. CARRIED</p> <p>2010/086 – Normandeau/Warren THAT the Northern Lights College Board has reviewed GP-3 Board Linkage with Ownership and has revised the last sentence in GP-3.1 to read: “As representatives of the owners, Board members will be the informed voice of the owners.” CARRIED</p>
(15 min)	<p>6.3 Executive Limitations – Nil</p>
(10 min)	<p>6.4 Board-President Relationship</p> <p>6.4.1 EL-7 Communication to the Board – Verbal Report</p> <ul style="list-style-type: none"> • The <i>President’s Message to NLC staff</i> was emailed to the Board for information and links to our Strategic Plan progress. • Leer reported on meeting in Chetwynd (Item 4.1). Valgardson met with Tumbler Ridge Mayor Larry White in follow up to the Economic Development meeting and discussion bordered on the wind turbines in their area. • Valgardson is participating with a cross-representational group working on the <i>FSJ SAA MAA Energy and Culture Centre</i>. She emailed info to the Board on Sep 11th about it and reviewed it in more detail, noting there are opportunities for NLC. • NLC’s Former College Principal Duncan McRae visited the Regional Office in August and brought a 1977 aerial photo of the DC Campus. It has been reframed and mounted in the Regional Conference Room wall. • Don Pettit’s new book <i>Power Shift</i> about the DC wind turbines will be brought as gifts to the <i>2010 Husum WindEnergy Trade Show</i> in Germany. • NLC has a New Practical Nursing diploma/certificate program that will operate out of the new Health Science Building in DC.
(5 min)	<p>7. Monitoring Reports (Ends and ELs)</p> <p>7.1 EL-1 Treatment of Students – The Board reviewed EL-1 but they need more information on: 1) EL-4.1 - what is the document called, where is it found, is it inspected regularly and by who; and 2) EL-1.1.1 mentions policies but not about enforcement.</p> <p>2010/090 – Normandeau/McPhail THAT the Northern Lights College Board has assessed the Monitoring Report for EL-1 Treatment of Students as demonstrating compliance with a reasonable interpretation of the policy; EXCEPT for the evidence in EL-1.4 and reasonable interpretation and evidence in EL-1.1.1 which will return to the October meeting for approval. CARRIED</p>

(0 min)	8. Consent Agenda – Nil
(2 hrs)	9. In-Camera Session (Motion Required) <i>2010/087 – Dionne/Simpson</i> <i>TO move into the In-Camera session of the meeting. CARRIED</i>
(2 min)	10. Board Self-Evaluation Report of This Meeting – Bassett shared his evaluation of the meeting.
(0 min)	11. Information Items – Attached for information
(1 min)	12. Adjournment – 1:49 PM

E. Leer
NLC Board Chair

C. Ravelli
NLC Director, Board & Executive Operations