



Enriching lives, communities and industry in Northern BC and the world through accessible, applied, and academic learning.

**PRESENT:**

|  |   |
|--|---|
| J. Kurjata, Board Chair  | S. Mankad, Student Board Member                   |
| J. Drew, Executive Director HR & Org. Dev. (Agenda Items 1 – 11) | S. McLeod, Board Member (VC)                      |
| D. Fajemisin, Board Member                                       | S. Miller, Vice-Chair                             |
| A. Graff, VP Finance and Corp. Services (Agenda Items 1 – 11)    | B. Powell, Board Member                           |
| T. Holte, Board Member (VC)                                      | H. Singh, Student Board Member                    |
| B. Kulmatycki, President & CEO                                   | H. Larden, EA to the President & Board (Recorder) |
| L. Lovegreen, VP Academic and Research (Agenda Items 1 – 11)     |   |

**ABSENT:**

|   |                                    |
|---|------------------------------------|
| A. Ackerman, Board Member                                 | K. MacDonald, Support Board Member |
| F. Rashid, Faculty Board Member & Education Council Chair |                                    |

**GUEST(S):**

Peter Armstrong, Director of Information Technology (Agenda Items 1 – 2.1)  
Tracy Donnelly, Dean of Continuing and Workforce Education (Agenda Items 1 – 2.2)

**1. Call to Order – 9:00 am**

**2. Presentations**

**2.1 BCNET Update** – *Peter Armstrong, Director of Information Technology*

An update on the College's transition from PLNET to BCNET was provided. This six-month project has an estimated transition date of June 2018 and impacts every department at NLC. Once completed, the transition will result in a significantly increased band width and decreased lag time.

P. Armstrong was thanked for his presentation and exited the meeting (9:07 am).

**2.2 Workforce Training/Continuing Education Update** – *Tracy Donnelly, Dean of Continuing and Workforce Education*

A presentation on the new courses and programs that are being developed and/or provided by the Workforce Training/Continuing Education department and align with the strategic plan was provided.

D. Fajemisin joined the meeting (9:13 am).

How the Workforce Training/Continuing Education courses can feed into other programs was examined. The role of Continuing Education (CE) courses in lifelong learning and some of the 'fun' courses being offered was discussed. A copy of the presentation is posted on D2L.

T. Donnelly was thanked for her presentation and exited the meeting (9:31 am).

**3. Approval of Agenda / Consent Agenda**

**3.1 Minutes from February 21, 2018, Open Session Meeting**

**3.2 Monitoring Report: *EL-7 Communication and Support to the Board***

2018/011 Fajemisin/Powell

THAT the Northern Lights College Board approves the agenda with the prerogative of the Chair to adjust the agenda as needed and approve the following items on the consent agenda:

- Minutes from the February 21, 2018 open session meeting; and
- The Monitoring Report for EL-7 Communication and Support to the Board as demonstrating compliance with a reasonable interpretation of the policy.

CARRIED

**4. Appointment of a Board Evaluator**

Bud Powell was appointed.

**5. Planned Linkage with Owners**

**5.1 GP-3 & 4, Ownership Linkage Committee Report**

This month's report and the updated 2018-2019 Ownership Linkage Plan was reviewed. Utilizing non-Board business meeting months (June and September) for outreach was discussed. Including all MLAs in the region to the plan will be brought up with the committee. Setting dates for Community Consultations in Chetwynd and Tumbler Ridge is desired.

**6. Board Education and Communication**

**6.1 EL-7, President's Report to the Board – Kulmatycki**

President Kulmatycki provided an update on his strategic meetings, activities and initiatives, which included meeting with the PSEA, UNBC, MLAs and Ministry of Advanced Education staff while in Victoria for BC Colleges Day. An update on the proposed BScN program was provided along with an overview of the progress of the Trades Training Centre construction. A staff engagement survey was launched in March. The information gathered from the survey will be utilized in the Strategic Plan. Changes in the K-12 curriculum and its impact on post-secondary education, as well as experiential learning and cooperative training/education, were discussed.

Chair Kurjata updated the Board on the BC Colleges Board Chairs meeting, including discussions regarding Board appointments (communication, upcoming term expiries, vacancies, and continuity on the Board).

Dr. Lovegreen participated in the Ireland Study Tour earlier this month and briefed the Board on activities and opportunities. President Kulmatycki's upcoming trip to India was discussed.

The Ministry of Defense is donating a helicopter to Northern Lights College, which will be utilized in the Aircraft Maintenance Engineering program. The aircraft will arrive in April.

The 2018 Fort St. John Community Awards celebration will take place on April 19<sup>th</sup>. As the College is a sponsor, we have received tickets for the event. Board members interested in attending are asked to advise H. Larden.

Board members are invited to attend the Student Awards Ceremonies. Please advise H. Larden if you are able to attend. The ceremony dates are as follows:

- Dawson Creek, April 4 @ 3 pm (DC Campus, Gymnasium)
- Fort St. John, April 11, 3 pm (FSJ Campus, Atrium)
- Chetwynd, May 23 @ 12 noon (Location TBD)

**6.2 Education Council Chair Report**

A copy of the report is available on D2L.

**6.3 Governance Committee Report – None**

**7. Decision Items**

**7.1 2018-2019 Budget Approval – Graff**

The 2018-2019 budget was reviewed, which includes the 2018-2019 tuition fee structure. As allowed in NLC's 2018-2019 Mandate Letter, domestic tuition will increase by 2%. International tuition rates will remain constant. Steps to facilitate alignment of strategic initiatives within the budget process were outlined.

2018/012 Miller/Fajemisin

THAT the Northern Lights College Board accepts and approves the 2018-2019 Budget as presented. CARRIED



## 8. Board Activities

### 8.1 **GP-11, Review Board Calendar**

The calendar was reviewed. Utilization of non-meeting months for committee and future planning activities is encouraged.

### 8.2 **Call for Representation at 2018 Convocation Ceremonies**

- Dawson Creek, June 1 (2 pm, Aircraft Maintenance Hangar)
- Fort St. John, June 8 (2 pm, Pomeroy Hotel and Conference Centre)
- Fort Nelson, June 14 (2 pm, Phoenix Theatre)

Board members are invited to participate in the 2018 Convocation ceremonies. J. Kurjata is available to be the official on-stage Board representative for all three events. Please advise H. Larden of your attendance, as alternations may be required for regalia worn by Board members at the ceremonies.

## 9. Roundtable Information

### 10. Information Items

A letter from the auditor regarding the interim audit, a copy of the audit plan, and a letter regarding Adult Basic Education (ABE) and English language Learning (ELL) programing are on D2L.

### 11. In-Camera Session

2018/013 Singh/Powell

TO move the meeting in-camera. CARRIED

B. Kulmatycki rejoined the meeting (11:10 am).

### 12. Board Self-Evaluation Report of Meeting

B. Powell reported on his observations during today's meeting, noting that the two informational presentations were appreciated and provided Board members with a deeper understanding of operations. He observed that appropriate issues were dealt with at the appropriate level, probing questions were utilized, respect was shown by all Board members, and active participation was encouraged.

### 13. Adjournment – 11:14 am

2018/017 Powell/Mankad

TO adjourn the meeting. CARRIED