

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

PRESENT:

T. Holte, Board Chair	B. Kulmatycki, President & CEO
L. Archibald, Board Member	L. Lovegreen, VP Academic & Research
A. Ackerman, Board Vice-Chair	K. MacDonald, Support Board Member
T. Bondaroff, AVP Student Services & Comm. Relations	K. Mason-Bennett, Board Member
B. Dhillon, Student Board Member	S. McLeod, Board Member
J. Drew, AVP People & Institutional Strategy	B. Powell, Board Member
D. Fajemisin, Board Member	F. Rashid, Faculty Board Member & Ed. Council Chair
M. Gilbert, Board Member	D. Singh, Student Board Member
	H. Larden, EA to President & Board (Recorder)

Absent:

J. Fox-McGuire, Board Member

GUEST(S):

C. Gabanna, HR Atlantic	W. Stokes, Registrar
-------------------------	----------------------

1. Call to Order – 1:06 pm

2. New Board Member Oaths of Office

The two new elected student members, Danishjit Singh and Balwinder Dhillon were welcomed to the Board of Governors, read their Oaths of Office, and provided a brief overview of their background.

3. Appointment of a Board Evaluator

A. Ackerman was appointed.

4. Approval of Agenda

2018/053 Rashid/Fajemisin

THAT the Northern Lights College Board approves the November 22, 2018 agenda with the prerogative of the Chair to adjust the agenda as needed. CARRIED

5. Presentations: NLC Coat of Arms Initiative Update – Stokes

The Registrar, Warren Stokes, will provide a progress update on the Coat of Arms initiative, including a brief history of the initiative, how crests are developed, and displayed the draft artwork. Once finalized, guidelines will be created for the use of the Coat of Arms. W. Stokes was thanked for his presentation and exited the meeting (1:25 pm).

6. Consent Agenda

- 6.1 Minutes from July 26, 2018, Special Email Vote** (Approval to Dispose)
- 6.2 Minutes from August 22, 2018, Regular Meeting**
- 6.3 Minutes from September 18, 2018, Special Email Vote** (Consent to Acquire)
- 6.4 Minutes from September 21, 2018, Special Email Vote** (Q2 Financial Forecast)
- 6.5 Minutes from September 28, 2018, Special Email Vote** (Statement of Financial Information Report)
- 6.6 Monitoring Report: EL-4 Financial Condition and Activities**
- 6.7 Monitoring Report: EL-5 Asset Protection** (not including 5.6, 5.7, or 5.7.1)

2018/054 Gilbert/Archibald

THAT the Northern Lights College Board approves the following items on the consent agenda:

- Minutes from the July 26, 2018 Special Email Vote;
- Minutes from the August 22, 2018 Open Session Meeting;
- Minutes from the September 18, 2018 Special Email Vote;
- Minutes from the September 21, 2018 Special Email Vote; and
- Minutes from the September 28, 2018 Special Email Vote. CARRIED

2018/055 Fajemisin/MacDonald

THAT the Northern Lights College Board accepts the Monitoring reports for EL-4 Financial Condition and Activities, and EL-5 Asset Protection, as demonstrating compliance with reasonable interpretations of the policies. CARRIED

7. Planned Linkage with Owners

7.1 GP-3 & 4, Ownership Linkage Committee Report – Ackerman & Holte

A. Ackerman provided a written and verbal report on Ownership Linkage Committee suggested activities. Reviewing the follow up of progress of implementation feedback received at the community consultations is suggested. The committee will meet to update the plan for 2019-2020. Hosting community consultations in Dease Lake and Atlin was discussed.

Chair Holte provided an update on a meeting between UNBC and NLC. UNBC Board Chair T. Wolsey, UNBC President D. Weeks, NLC Vice President Academic and Research L. Lovegreen, and Board Chair T. Holte met in December where topics such as partnership initiatives were discussed.

8. Board Education and Communication

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

President Kulmatycki provided an update on his strategic activities, meetings, and initiatives. A copy of the report is available on D2L. The benefits and takeaways from the C/Can Fall Leaders Forum were explained. The President served notice to the Board that student fees, including the introduction and inclusion of new student fees for new services, are being explored. In addition, tuition increases are being examined as part of the budgeting process. The next step will be consultations. It was noted that NLC has the lowest tuition rate in the province for international students and the rate has not been increased for over 4 years.

President Kulmatycki and AVP T. Bondaroff met with School District #59 Superintendent, C. Clouthier and discussed dual credit programming and issues including transportation. While the previous model will not be financially supported, alternatives are being explored and discussions are taking place with possible partners.

A labour market study proposal has been submitted. The opioid crisis was a hot topic at the Presidents' table, with young men in trades and construction being a highly impacted group. As part of a feasibility study for student housing, student consultations have taken place and a survey is being conducted. Student mental health is impacted by student poverty. Bell Mobility has been tracking trends through their Let's Talk initiative. Supports available to NLC students include Beyond the Blues events. This is a national issue that impacts all post-secondary institutions. A bill has been introduced in the Senate regarding a national strategy for essential skills for workplace success.

Work will begin soon on the accountability statement for the 2018-2019 mandate letter. The sector is seeing movement towards applied learning that takes place in the workplace for all disciplines of studies. Paid co-op learning is also the trend.

The Provincial government's Indigenous Service Plan will be released soon and the International Education Framework is being developed. Budget predictions were discussed as well as the impact of municipal cannabis policies on students living in student housing. An update on discussions with Minister Mark at the trades training centre opening was provided.

8.2 Chair Report – Holte

Minister Ralston visited the Tumbler Ridge campus on September 6 where topics of discussion included transportation of dual credit students and the new trades training centre. An update was provided on the September 21 meeting between MLC Dan Davies, Chair Holte, and President Kulmatycki.

A brief synopsis of the September 20 Public Sector Board Governance Workshop in Vancouver that was attended by Board Members B. Powell, S. McLeod, J. Fox-McGuire, and President Kulmatycki was provided.

Takeaways from the October 22 & 23 BC Governance Workshop for Post-Secondary Institutions in Victoria attended by Chair Holte, Board Members D. Fajemisin and L. Archibald, and President Kulmatycki were shared.

8.3 Education Council Chair Report – Rashid

F. Rashid provided an update on Education Council activities; a copy of the report is available on D2L. The introduction of Education Council Awards of Excellence is being explored.

8.4 Governance Committee Report – Holte

B. Powell will take the lead for the Governance Committee. Committee membership will be B. Powell, B. Dhillon, A. Ackerman, and T. Holte.

The Ownership Linkage Committee membership will include L. Archibald, K. Mason-Bennett, A. Ackerman, K. MacDonald, D. Fajemisin, B. Dhillon, and F. Rashid.

The Board's ex-officio member for the Education Council will be M. Gilbert.

9. Decision Items

9.1 Acquisition of Property by Lease: Atlin – Kulmatycki

[2018/056 Gilbert/MacDonald](#)

THAT the Board of Governors approves the acquisition of the space known as the Atlin Campus. CARRIED

10. Board Activities

10.1 GP-11, Review Board Calendar

A copy of the proposed meeting dates for 2019 is on D2L. The schedule closely follows the 2018 calendar and includes 7 (seven) regular Board meetings, one of which is on the second day of the annual Board training and planning retreat. Currently the meetings alternate between Dawson Creek and Fort St. John. This can be adjusted when needed to accommodate meetings at different communities.

If a Board member is not able to attend a meeting in person, distance delivery is available for most Board Meetings through the BlueJeans software application. The Board member can then either connect via video through their computer or they can call in on the phone. Moving forward, a secondary campus location won't be utilized for distance (i.e. if the meeting is in FSJ, the Boardroom in DC won't be booked); instead, the member can be at their home or office, etc.

The next Board meeting is scheduled for Wednesday, February 20, 2019 at 9 am in Fort St. John. While no meeting is scheduled for December, a social luncheon is planned on Wednesday, December 12 from 11:30 am – 1:30 pm in the Aboriginal Gathering Space on the Dawson Creek Campus. The Professional Cook Training Students will provide the catering. In addition, an email vote is anticipated in December for the Q3 Financial Forecast.

10.2 Quarterly Board Expenses Report

A copy of the Q2 Board Expense Report is available on D2L. A. Ackerman reviewed the expenses on Oct. 29 and the Board is operating within its overall budget.

10.3 Quarterly Review of President's Expenses Report

A. Ackerman reviewed the Presidents Expenses on October 29, submitted a letter (on D2L) outlining his findings.

10.4 Establish Working Group for 2019-2020 Board Budget

The working group for the 2019-2010 Board budget will be comprised of L. Archibald, K. MacDonald, and B. Dhillon.

10.5 Review of Draft 2019-2020 Mandate Letter

The mandate letter has not yet been received. Once it is received a teleconference meeting and/or email vote may be required.



11. Roundtable and Information Items – None

12. Board Self-Evaluation Report of Meeting

A. Ackerman reported on his observations of today's meeting noting that pro-activeness, outward focus, and active participation with lots of penetrating questions.

13. In-Camera Session

2018/057 Rashid/Archibald

TO move the meeting in-camera. CARRIED

14. Adjournment – 4:42 pm

2018/062 Ackerman/Archibald

TO adjourn the meeting. CARRIED
