

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

PRESENT:

T. Holte, Board Chair

L. Archibald, Board Member

D. Fajemisin, Board Member

A. Graff, Vice President Finance and Corporate Services

R. Kaur, Student Board Member

B. Kulmatycki, President & CEO

L. Lovegreen, Vice President Academic and Research

K. MacDonald, Support Board Member

K. Mason-Bennett, Board Member

S. McLeod, Board Member

F. Rashid, Faculty Board Member & Ed. Council Chair

H. Larden, EA to President & Board (Recorder)

ABSENT:

A. Ackerman, Board Vice-Chair

J. Fox-McGuire, Board Member

M. Gilbert, Board Member

S. Kaur, Student Board Member

GUEST(S):

M. Pickartz, Director of Marketing and Communication

A. Pannozzo, Social Media Specialist

1. Call to Order and Territorial Acknowledgement – 1:04 pm**2. Presentation: Recruitment Update** – M. Pickartz, Director of Marketing and Communication

M. Pickartz provided an overview the structure of the Marketing and Communications department, the role of the team members, and the advertising/marketing strategy.

D. Fajemisin joined the meeting (1:12 pm).

Recruitment / prospective student engagement initiatives for the Winter term were summarized as well as department strategic priorities, projects, and activities in progress.

M. Pickartz and A. Pannozzo exited the meeting (1:30 pm).

3. Appointment of a Board Evaluator

K. MacDonald was appointed.

4. Approval of Agenda

2019/062 Rashid/Fajemisin

THAT the Northern Lights College Board approves the November 19, 2019 agenda with the prerogative of the Chair to adjust the agenda as needed. CARRIED

5. Consent Agenda**5.1 Minutes from October 17, 2019, Open Session Meeting****5.2 Monitoring Report: EL-5 Asset Protection** (not 5.6, 5.7, or 5.7.1)

2019/063 Mason-Bennett/Archibald

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

- Minutes from the October 17, 2019, Open Session Meeting; and
- The monitoring report for EL-5 Asset Protection (not including 5.6, 5.7, or 5.7.1) as demonstrating compliance with reasonable interpretations of the policy. CARRIED

6. Planned Linkage with Owners**6.1 GP-3 & 4, Ownership Linkage Committee Report**

A Board-to-Board event with the Northern Lights College Foundation Board will take place this evening (Nov. 19). Securing meetings with School District Boards of Education is in progress.

7. Board Education and Communication

7.1 *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. Topics reviewed included:

- Meeting with the Chetwynd Mayor and Council
 - New Campus Administrator
 - International Education
- Collaboration with the University of Northern British Columbia
 - Strategic direction of instructional technology
 - Electronic libraries
- Student Enrolment Update
 - Reporting structures (as-at / end-of-cycle)
 - Soft funding and timing of programming (terms)
 - Head count, seat count, and FTEs (full time equivalencies)
 - Current (stable) enrolment numbers (FTEs), including programs experiencing increases and decreases, as well as predictions for final academic-year numbers
- Recent donation from Encana for the rodeo team
- Collaboration with Fanshaw College in Ontario regarding students from Mexico
- Working with UNBC regarding an ethics committee for research
- Indigenous education initiatives
- Senior executive team retreat and budget planning
- Student housing submission

K. Mason-Bennett exited the meeting (2:47 pm).

- Current operational budget update

7.2 **Education Council Chair Report** – *Rashid*

F. Rashid provided an update on current Education Council activities. A copy of the report is available on D2L.

7.3 **Board Chair Report** – *None*

T. Holte attended the NLC Foundation Donor Recognition event on November 1st. The President's contract has been renewed. B. Kulmatycki was congratulated on his re-appointment (April 1, 2020 – March 31, 2025).

7.4 **Governance Committee Report**

Priorities for the Governance Committee include review of Board policies (including compliance) and Board performance review.

8. Decision Items – *None*

9. Board Activities

9.1 **GP-11, Review Board Calendar**

A copy of the calendar is on D2L. The Board-to-Board function with the NLC Foundation takes place today from 5 to 6:45 pm at the Pomeroy Hotel and Conference Centre in Fort St. John. The annual Board Holiday Luncheon has been confirmed for Wednesday, December 11th starting at 11:30 am in Dawson Creek.

No regular Board meetings are scheduled in December or January. The next meeting will take place on Wednesday, February 19, 2020 in Fort. St. John. It is possible that there may be 2 - 3 email votes prior to the next regular meeting:

- Q3 Financial Forecast,
- UNBC Lease, and the
- Mandate letter.

9.2 Establish 2020-2021 Budget Working Group

The working group for next year's Board budget will consist of L. Archibald, K. MacDonald, and S. McLeod.

9.3 Draft 2020-2021 Mandate Letter, Review and Provide Feedback

The draft letter has not been received. If it's received with feedback due prior to the February Board meeting, an email vote may be needed.

10. Roundtable and Information Items

Information regarding the staff holiday parties in Dawson Creek and Fort St. John is available on D2L. Board members wishing to attend either (or both) of these events are asked to advise H. Larden by November 22 and complimentary tickets will be arranged.

11. Board Self-Evaluation Report of Meeting

K. MacDonald reported on her observations of today's meeting noting outward vision, encouragement for questions from all attendees, inclusion and promotion of input from all Board members for decision items, and a future focus.

12. In-Camera Session

2019/064 MacDonald/Fajemisin

TO move the meeting in-camera. CARRIED

13. Adjournment – 3:33 pm

2019/067 Archibald/Fajemisin

TO adjourn the meeting. CARRIED
