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PRESENT:

T. Holte, Board Chair	R. Kaur, Student Board Member
A. Ackerman, Board Vice-Chair	S. Kaur, Student Board Member
L. Archibald, Board Member	B. Kulmatycki, President & CEO
T. Bondaroff, Associate Vice President Stu. Serv. & Comm. Rel.	L. Lovegreen, Vice President Academic and Research
J. Drew, Associate Vice President, People & Inst. Strategy	K. MacDonald, Support Board Member
D. Fajemisin, Board Member	K. Mason-Bennett, Board Member
J. Fox-McGuire, Board Member	S. McLeod, Board Member
M. Gilbert, Board Member	F. Rashid, Faculty Board Member & Ed. Council Chair
A. Graff, Vice President Finance and Corporate Services	H. Larden, EA to President & Board (Recorder)

GUEST(S):

Kathy Handley, Director of Student Services	M. Pickartz, Director of Communications and Marketing
Jason Krauchi, Director of Facilities	W. Stokes, Registrar

1. Call to Order and Territorial Acknowledgement – 9:04 am

F. Rashid joined the meeting.

2. Presentation: COVID-19 Response Committee Update – B. Kulmatycki, L. Lovegreen, A. Graff, T. Bondaroff, J. Drew, K. Handley, J. Krauchi, M. Pickartz

The Covid-19 Response Committee is a group of decision makers who meet daily to address emergent issues in a timely manner. The committee presented an update on its activities, which focused on areas related to academic program changes, human resource adaptations, student services including International Education and Indigenous Education, student impacts, Ministerial communications, changes to facilities monitoring, and short-term financial implications.

K. Handley and J. Krauchi exited the meeting.

3. Appointment of a Board Evaluator

M. Gilbert was appointed.

4. Approval of Agenda

2020/024 Fajemisin/Fox-McGuire

THAT the Northern Lights College Board approves the April 22, 2020 agenda with the prerogative of the Chair to adjust the agenda as needed. CARRIED

5. Consent Agenda**5.1 Minutes from March 18, 2020, Open Session Meeting****5.2 Monitoring Report: *EL-2 Treatment of Staff*****5.3 Monitoring Report: *EL-9 Access to Education***

2020/025 Archibald/Ackerman

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

- Minutes from the March 18, 2020 Open Session Meeting; and the
- Monitoring reports for EL-2 Treatment of staff, and
- EL-9 Access to Education, as demonstrating compliance with reasonable interpretations of the policy. CARRIED

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

A. Ackerman provided an update on Ownership Linkage Committee activities (copy of the report and updated plan is available on D2L.) Meeting with School District 60 has been identified as a priority in the fall. Update letters will be sent out to local government agencies that the Board had planned to meet with this spring.

7. Board Education and Communication

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

President Kulmatycki provided an update on COVID-19 activities and the various COVID-19 response groups/committees he and other college administrators take part in. Gratitude was expressed for the regular updates and assistance received from Northern Health and the Ministry.

Copies of the year-end funding letter from the Ministry and the news release regarding emergency funding supports for students are available on D2L. An update on Northern Post-Secondary Council activities, including funding initiatives from the MasterCard Foundation were discussed.

SFU has suspended the additional AHCOTE intake scheduled for September 2020 due to low enrolment; however, the next regular intake has not been impacted.

An update on the Fort St. John daycare operation, as well as daycares located on other campuses operated by independent organizations, was provided, including reopening options and process.

The Board expressed the desire to send a letter of thanks to Provincial Government to acknowledge the support received by the Minister and the Ministry of Advance Education, Skills and Training, including during the COVID-19 pandemic. A letter will be drafted by the President's office.

An informational presentation took place regarding strategic planning activities (a copy of the presentation is available on D2L). Meetings with stakeholder groups, including staff, have concluded, which have helped shape the refreshment of the strategic plan. Moving forward with the adjustments was proposed and supported by the Board, with the understanding that some timelines may be impacted by COVID-19. In accordance with the College and Institutes Act, the Board is required to consult with the Education Council regarding the proposed changes to the College's strategic priorities. A request will be submitted to add this item to the agenda for this afternoon's Education Council meeting.

[2020/026 Ackerman/Fox-McGuire](#)

THAT the Board commence the joint consultation process for updating the strategic direction and authorize the President or his designate(s) to make a presentation to the Education Council. CARRIED

7.2 Board Chair Report – *None*

7.3 Education Council Chair Report – *Rashid*

F. Rashid provided an update on recent Education Council activities (a copy of his report is available on D2L). He also provided information on current supports available for students.

7.4 Governance Committee Report – *None*

7.5 Budget Update – *Kulmatycki / Graff*

A. Graff will be meeting with each budget manager over the next few months to review and update the budget as required. It was noted that we are early in the budget year; therefore, adjustments can be made with some ease as the situation evolves. It is hoped that some revenue losses, such as spring tuition, bookstore, and cafeteria revenue, can be recouped in the fall. Mitigation strategies are being explored, such as deferring some projects and seasonal employee layoff dates. This topic will be a standing agenda item for the next few meetings.

R. Kaur exited the meeting. A short break took place (9:41 – 9:47 am.)

8. Decision Items

8.1 Borrowing Resolution – *Graff*

[2020/027 Archibald/Fajemisin](#)

THAT the Northern Lights College Board of Governors approves the Board Chair to sign the Borrowing Resolution document as presented at the meeting. CARRIED

9. Board Activities

9.1 GP-11, Review Board Calendar

The next Board meeting is scheduled for May 20; it is anticipated that the meeting may take place virtually via BlueJeans. The 2020 Board Retreat is on the calendar to take place on October 21 & 22 in Fort St. John. If needed,

this may take place via distance delivery. Convocation activities will not take place in June. Alternatives are being explored and an update will be provided at a future meeting.

9.2 Quarterly Board Expenses Report – *Ackerman*

A. Ackerman reviewed the expenses on April 1. A memo regarding his findings as well as a copy of the Q3 expense report is available is on D2L.

9.3 Quarterly Review of President's Expenses Report – *Ackerman*

Andy Ackerman reviewed the President's expenses on April 14; a memo outlining his findings is available on D2L.

9.4 Notice of Elections (Board Chair and Vice-Chair) – *Stokes*

The written notice of elections, including election rules, was reviewed. The elections will take place at the May 20 Board meeting. If the meeting takes place via distance, direct messaging can be utilized to cast votes. Alternative will be in place for members attending via phone.

W. Stokes exited the meeting.

10. Roundtable and Information Items

T. Holte announced birth of his son, Tristan Thomas Holte, and thanked the College and Board for the flowers.

11. Board Self-Evaluation Report of Meeting

M. Gilbert provided a report on his observations during today's meeting, noting outward vision, steps the Chair took to ensure all members were provided the opportunity to comment or pose questions, and proactivity.

K. MacDonald exited the meeting.

12. In-Camera Session

[2020/028 Rashid/Fox-McGuire](#)

[TO move the meeting in-camera.](#) CARRIED

13. Adjournment – 11:20 am

[2020/032 S. Kaur](#)

[TO adjourn the meeting.](#) CARRIED
