

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 Vice-Chair  
J. Drew, Associate Vice President, People & Inst. Strategy  
D. Fajemisin, Board Member (joined during agenda item 4.1)  
J. Fox-McGuire, Board Member  
M. Gilbert, Board Member  
A. Graff, Vice President Finance and Corporate Services  
H. 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  
F. Rashid, Faculty Board Member & Ed. Council Chair  
M. Tesico, Student Board member  
H. Larden, EA to President & Board (Recorder)

**ABSENT / REGRETS:**

S. Goudie, Board Member  
S. McLeod, Board Member

**GUEST(S):**

S. Clerk, Director of International Education

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**1. Call to Order, Territorial Acknowledgement, and Oath of Office Declaration(s) – 9:02 am**

M. Tesico was welcomed to the Board and read her Oath of Office. M. Tesico is an International student from the Philippines who is enrolled in her third term of the Social Services Worker Diploma program at the Dawson Creek campus.

**2. Appointment of a Board Evaluator**

K. Mason-Bennett was appointed.

**3. Approval of Agenda**

*2020/078 Fox-McGuire/Archibald*

*THAT the Northern Lights College Board approves the November 18, 2020, agenda with the prerogative of the Chair to adjust the agenda as needed. CARRIED*

**4. Presentation(s)****4.1 International Education – Scott Clerk, Director of International Education**

S. Clerk provided a presentation regarding International Education at Northern Lights College; which included information on department structure and enrolment statistics.

D. Fajemisin joined the meeting (9:16 am.)

Department priorities and goals, enrolment projections, as well as the pandemic response and impacts was also discussed. A copy of the presentation is available on D2L.

M. Gilbert joined the meeting (9:39 am.)

S. Clerk was thanked for his presentation and exited the meeting (9:41 am.)

**4.2 Access to Programming – B. Kulmatycki**

The process for receiving approval from the Ministry for a program, such as facility requirements, was explained, including limitations on multiple lab spaces (requirement for demonstrated sustainable enrolment/need). This often results in the need for student travel between campuses, based on the student's choice of home campus and program of study. While direct funding for student transportation is not available, institutions are able to offer transportation as a self-funded service. The College has explored the logistics, costs, and possible alternative partnerships to offer transportation services; however, this has not been plausible to date. Some students have independently organized carpooling options. It was noted that transportation concerns impact students at all campuses; often resulting in students at more remote locations making the decision to relocate.

## 5. Consent Agenda

### 5.1 Minutes from October 22, 2020, Open Session Meeting

### 5.2 Monitoring Report: *EL-5 Asset Protection (not 5.6, 5.7, or 5.7.1)*

*2020/079 Gilbert/Fox-McGuire*

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

- Minutes from the October 22, 2020 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*

The President's office's meetings with Chiefs and Councils of the First Nations communities within our region continues that the Board Chair has been invited to be part of, when available. The possible strategic restructuring of Indigenous/Aboriginal education within the College was outlined.

## 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 which included:

- Policies and procedures in response to the pandemic
  - Need for student study space on campus
  - PHO reports and recommendations
  - Requirement for masks to be worn on campus
- BC Colleges meetings
  - Some institutions are working on labour relations issues due to the pandemic
  - Post-election readiness (cabinet appointments, possible new Minister/Deputy Minister, etc.)
- Agriculture labour market study has commenced
- Canada Learning Bond program (information sheet available on D2L)
- Staffing update
  - In the process of recruiting two Deans
- Health program accreditation update
  - The Health Care Assistant program's regular visitation and review was completed virtually
  - The formal report will be forthcoming; positive results are anticipated
- Updates to the College's website
  - Updated photos of Board members are needed, which will be conducted by the NLC Marketing and Communications department
  - An information sheet is on D2L (and an email will be sent out today) with details outlining how Board members can schedule their photo shoot).
- Staff engagement survey
  - The survey was originally scheduled for early 2020 but had to be postponed due to the pandemic
  - An independent agency will conduct the survey in early 2021

### 7.2 *Board Chair Report – Holte*

The Registrar's office is looking for Board representation on the Honorary of Associate Arts Degree committee (copy of email is on D2L). The meeting to review submissions will take place on December 7. K. MacDonald volunteered to represent the Board on the committee this year.

As the result of last month's Provincial election, it is possible that a new Minister of Advanced Education, Skills and Training may be appointed. If so, a congratulator message will be sent out from the Board Chair.

Meetings of the Board Chairs of public colleges within the province continue.

### 7.3 *Education Council Chair Report – Rashid*

F. Rashid provided an update on Education Council activities.

A brief break was taken from 10:36 – 10:47 am.

#### **7.4 Governance Committee Report – Holte**

The committee recommends two wording amendments/changes to EL-2 Treatment of Staff as follows:

1. Alter paragraph 2 to the following:
  - i. Prevent out of scope personnel from grieving to the Board when ~~internal procedures have been exhausted and~~ the person alleges either: a) that Board policy has been violated to his or her detriment or, b) that Board policy does not adequately protect his or her human rights.
2. Add the following paragraph:
  - 6. Fail to report annually to the Board the number and nature of grievances filed in the previous year by any staff respecting conditions that are unfair, undignified, unhealthy, or unsafe.

*2020/080 Fox-McGuire/Mason-Bennett*

*THAT the Board approves the recommended wording amendments EL-2 Treatment of Staff as presented. CARRIED*

#### **8. Decision Items – None**

#### **9. Board Activities**

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

The next meeting is scheduled for February 17, 2021. Due to Covid restrictions, the annual *Board Holiday Luncheon* will not take place this year; however, holiday cards will be sent out to strategic contacts and partners. An email vote is anticipated in December.

##### **9.2 Establish 2021-2022 Budget Working Group**

The working group for next year's Board budget will consist of L. Archibald, D. Fajemisin, and J. Fox-McGuire.

#### **10. Roundtable and Information Items – None**

Appreciation for the Board planning and training retreat, including the Indigenous/Aboriginal Education session, was expressed. Based on the discussion around the Doig River First Nation super Wi-Fi project, discussions have commenced between the Northern Rockies Regional Municipality, network BC, the Ministry, and NLC regarding a project for Fort Nelson First Nation.

The Nawican Friendship Centre has purchased the Bergeron Funeral Home property. A proposed service to be offered in the new facility is delivery of training in partnership with Key Learning Services.

A question regarding reading breaks was posed, which will be brought forward to the Education Council, as they are the governing body responsible for the academic calendar.

#### **11. Board Self-Evaluation Report of Meeting**

K. Mason-Bennett reported on her observations during today's meeting, including a focus on strategic activities (although some discussion was on operational matters), inclusion of all Board members in robust discussion and questions, respectfulness, and future planning.

#### **12. In-Camera Session**

*2020/081 Archibald/Gilbert*

*TO move the meeting in-camera. CARRIED*

#### **13. Adjournment – 11:26 am**

*2020/085 MacDonald*

*TO adjourn the meeting. CARRIED*