

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 Vice-Chair	L. Lovegreen, Vice President Academic and Research
T. Bondaroff, Associate Vice President Student Services & Community Relations	K. MacDonald, Support Board Member
J. Drew, Associate Vice President, People & Inst. Strategy	K. Mason-Bennett, Board Member
D. Fajemisin, Board Member	S. McLeod, Board Member
J. Fox-McGuire, Board Member	M. Pickartz, Director of Marketing and Communication
M. Gilbert, Board Member	F. Rashid, Faculty Board Member & Ed. Council Chair
S. Goudie, Board Member	M. Tesico, Student Board member
A. Graff, Vice President Finance and Corporate Services	H. Larden, EA to President & Board (Recorder)
H. Kaur, Student Board Member	

**GUEST(S):**

S. Clerk, Director of International Education	B. McKinnon, Observer
E. Sitima, Student	W. Stokes, Registrar

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**1. Call to Order and Territorial Acknowledgement – 9:00 am****2. Appointment of a Board Evaluator**

J. Fox-McGuire was appointed.

**3. Presentation: International Education / Refugee Program – Scott Clerk (Director of International Ed.) and Ester Sitima (Student)**

The long-standing tradition of Canadian universities and colleges sponsoring young UN-designated refugees to come to Canada to settle and study was explained as well as how NLC became a first-time sponsor of a refugee student and the selection process. An overview of funding requirements as well as fundraising activities (including grants, waivers, donations, and the role of the NLC Foundation) was provided. E. Sitima, NLC's first refugee student from Uganda, was introduced and provided an overview of her experience in Canada and at NLC thus far. Additional information on the Student Refugee Program is available on the World University Services Canada [website](#).

S. Clerk and E. Sitima were thanked for their presentation and exited the meeting.

**4. Approval of Agenda**

*2021/002 Fox-McGuire/Archibald*

*THAT the Northern Lights College Board approves the February 17, 2021, agenda with the prerogative of the Chair to adjust the agenda as needed. CARRIED*

**5. Consent Agenda**

- 5.1 Minutes from November 18, 2020, Open Session Meeting**
- 5.2 Minutes from December 11, 2020, Email Vote**
- 5.3 Minutes from January 25, 2021, Email Vote**
- 5.4 Quarterly Board Expenses Report**
- 5.5 Quarterly Review of President's Expenses**
- 5.6 Monitoring Report: EL-4 Financial Condition**
- 5.7 Monitoring Report: EL-10 Land Use**
- 5.8 Reasonable Interpretations: EL-3; EL-5.6, 5.7, and 5.7.1; EL-6**

*2021/003 Gilbert/McLeod*

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

- Minutes from the November 18, 2020 Open Session meeting;
- Minutes from the December 11, 2020 Email vote;
- Minutes from the January 25, 2021 Email vote;
- The Quarterly Board Expenses Report, and the
- Quarterly Review of President's Expenses report. CARRIED

*2021/004 MacDonald/Fajemisin*

THAT the Northern Lights College Board accepts and approves the monitoring report for EL-4 Financial Condition as:

- 1) Demonstrating compliance with reasonable interpretations of the policy for EL-4.0 and EL-4.3 through EL-4.7, and
- 2) Failing to demonstrate compliance of EL-4.1 and 4.2 of which non-compliance was ratified by the Board and was caused by extraordinary circumstances outside of the President's control (i.e. COVID-19 pandemic). CARRIED

*2021/005 Fox-McGuire/Gilbert*

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

- The monitoring report for EL-10 Land Use as demonstrating compliance with reasonable interpretations of the policy; and
- The Reasonable Interpretations for EL-3 Financial Planning; EL-5.6, 5.7, and 5.7.1 Asset Protection; and EL-6 Compensation and Benefits; as reasonable interpretations of the policies. CARRIED

## 6. Planned Linkage with Owners

### 6.1 GP-3 & 4, Ownership Linkage Committee Report – Fajemisin / Kulmatycki

Discussions with the Northern Rockies Regional Municipality, Peace River Regional District, and school districts 59 and 60 have taken place regarding potential meetings to be scheduled after Covid-19 restrictions are removed. Engagement with First Nation communities continue (more details will be provided during the President's report.)

## 7. Board Education and Communication

### 7.1 Education Council Chair Report – Rashid

An update on Education Council membership and activities was provided. Minutes from Education Council meetings are available on the [website](#). Processes utilized for exams of online courses as well as available student supports was discussed.

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

President Kulmatycki provided an update on his strategic meetings, activities, and initiatives that included:

- Special funding received (Early Childhood Education and Health Care Assistant; see attachments A and B on D2L.)
- Centre of Innovation for Indigenous Education
  - Meetings with First Nation partners and Memorandums of Understanding
  - Partnership with [Engage Sport North](#) and [Indigenous Sport, Physical Activity and Recreation Council](#)
  - Restructuring of the Aboriginal Education department (support of Indigenous students at NLC, engagement and support of Indigenous communities, etc.)
  - The role of the Advisory Council
- Employee engagement initiatives
  - Connecting with employees who are working from home
  - President's one-on-one connections with faculty and staff initiatives
  - Town-hall meeting with staff and faculty (February 24)
  - Staff engagement survey has been completed and next steps
- Northern Post-Secondary Council
  - NLC will be taking a lead role, on behalf of the other NPSC institutions, on two initiatives
    - The Northern Promise (document available on D2L), and
    - The Presidents' Summit (document available on D2L)

F. Rashid exited the meeting.

- BC Colleges Council of Presidents
  - Planning for the Spring and Fall 2021 terms (role of Provincial public health, other institutions)
- NE Regional Agriculture Labour Market Study
- Covid-19 (planning, virtual student events, etc.)
  - Virtual convocation (June 11, 2021)
  - Impact of social distancing restrictions on face-to-face delivery
  - Vaccinations and variants
- Student enrolment update
  - An overview of Domestic Winter 2021 enrolment and trends was provided as well as details on Domestic 2020-2021 FTEs
  - Overall impact of current enrolment on the revised budget was discussed
- NLC diversity and inclusion initiatives
  - An [Intercultural encounters webinar series](#) is being offered during Black history month
  - Future Inclusion and diversity activities

F. Rashid rejoined the meeting.

- City of Fort St. John's [Housing Strategy, December 2020](#) report
  - Board members are encouraged to review the [report](#) as it will influence the College
- Ford donation (vehicle and equipment)

A short break took place at 10:26 am. The meeting was reconvened at 10:36 am.

### 7.3 Board Chair Report – Holte

- An introductory meeting with the new Minister of Advanced Education and Skills Training, the Honourable Anne Kang, took place on January 14. A copy of Minister's mandate letter is available on D2L
- A meeting of Board Chairs took place
- A copy of MP Zimmer's letter to the Federal Minister of Rural Economic Development, the Honourable Maryam Monsef, regarding the Universal Broadband Fund is on D2L
- As discussed at the November Board meeting, congratulatory letters were sent to Andrew Mercier (Parliamentary secretary for Skills Training) and the Honourable Anne Kang (Minister of Advanced Education and Skills Training). Both have sent letters to acknowledge receipt of the messages and thank the Board for the well wishes (copies available on D2L)

### 7.4 Governance Committee Report – Holte

An update will be provided at the next meeting.

## 8. Decision Items

### 8.1 2021-2022 Board Budget – Archibald, Fajemisin, Fox-McGuire

The proposed budget for the 2021-2022 budget year was reviewed (copy available on D2L)

*2021/006 Archibald/Gilbert*

*THAT the NLC Board of Governors accepts the proposed 2021/2022 Board Budget Version 3 as presented. CARRIED*

## 9. Board Activities

### 9.1 GP-11, Review Board Calendar

The Board calendar was reviewed. The next Board meeting will be held on March 17 via distance.



**9.2 Call for Representatives / Expressions of Interest, CIGan Virtual Conference 2021 – Holte**

- April 26 – 28, 2021, <https://conference.collegesinstitutes.ca/>

The conference will be held virtually this year and will have both pre-recorded and live sessions. Attendees can choose to register for a single day, two days, or the full 3-day conference. Details regarding the schedule / sessions being offered are available on the CIGan [website](#). Board members interested in attending are asked to advise H. Larden by March 15.

**10. Roundtable and Information Items**

- The Northern Rockies Regional Municipality recently completed a labour market study (available shortly and will have significant training implications)
- A \$100 million geothermal project is set to go ahead beginning this summer (a FNFN project)

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

J. Fox-McGuire reported on her observations during today's meeting, including a focus on strategic activities and forward-thinking (CIIE), Board education via the presentation on International Education / Refugee initiative, inclusion of all Board members in robust discussion and questions, respectfulness, and future planning.

W. Stokes, B. McKinnon, and M. Pickartz exited the meeting.

**12. In-Camera Session**

*2021/007 Fajemisin/Goudie*

*TO move the meeting in-camera. CARRIED*

**13. Adjournment – 11:37 am**

*2021/013 Fajemisin*

*TO adjourn the meeting. CARRIED*