

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

PRESENT:

J. Kurjata, Board Chair
A. Ackerman, Board Member (TC, Agenda Item 9.1)
T. Bondaroff, AVP Student Services and Comm. Relations (Agenda Items 1 – 13)
J. Drew, AVP People and Institutional Strategy (Agenda Items 1 – 13)
D. Fajemisin, Board Member
A. Graff, Vice President Finance and Corp. Services (Agenda Items 1 – 13)
T. Holte, Board Member
B. Kulmatycki, President & CEO
L. Lovegreen, VP Academic & Research (Agenda Items 1 – 13)
S. Mankad, Student Board Member (Agenda Items 4.1 – 16)
K. MacDonald, Support Board Member (TC; Agenda Items 1 – 13)
S. McLeod, Board Member (VC)
S. Miller, Vice-Chair
B. Powell, Board Member
F. Rashid, Faculty Board Member & Ed. Council Chair (VC)
H. Singh, Student Board Member
H. Larden, EA to the President and Board (Recorder)

GUEST(S):

R. McAleney, Associate Dean of Trades & Apprenticeship (Items 1 – 5)
J. Neufeld, Sander Rose Bone Grindle LLP (Items 1 – 4.2)
D. Rose, Sander Rose Bone Grindle LLP (Items 1 – 4.2)
W. Stokes, Registrar (Items 11.1 – 12.2)

1. Call to Order – 8:58 am

Todd Bondaroff was welcomed to his first Board meeting as a member of the Senior Executive team and congratulations were expressed to the two new Associate Vice Presidents on their appointments.

2. Approval of Agenda

Agenda item 6.3, *NEBC Stakeholder Engagement Plan for Land Use Initiatives and First Nations Agreements Report*, was removed from the Consent Agenda and added as information to the Board (agenda item 13.)

2018/028 Powell/Holte

THAT the Northern Lights College Board approves the May 16, 2018 agenda as amended with the prerogative of the Chair to adjust the agenda as needed. CARRIED

3. Appointment of a Board Evaluator

An evaluator was not appointed for this meeting.

4. Auditors – Sander Rose Bone Grindle LLP

4.1 EL-3, 4, 5.6, 5.7, 5.7.1, 6, External Report (Board President Relationship)

S. Mankad joined the meeting (9:02 am.)

2018/029 Miller/McLeod

THAT the Northern Lights College Board accepts the External Monitoring Report, presented by Sander Rose Bone Grindle, as demonstrating compliance with the President's Reasonable Interpretation of the following policies: EL-3 Financial Planning, EL-4 Financial Condition, EL-5.6, 5.7 and 5.7.1 Asset Protection, and EL-6 Compensation and Benefits. CARRIED

4.2 2017-2018 Audited Financial Statements

2018/030 Holte/Powell

THAT the Northern Lights College Board accepts the External Audit Report presented by Sander Rose Bone Grindle, which includes the Financial Statements for the period ending March 31, 2018. CARRIED

Management and staff members exited the meeting (9:05 am.)

The Board had a confidential discussion with the auditors in the absence of all staff.

Management and staff members rejoined the meeting (9:09 am.)

D. Rose and J. Neufeld were thanked for their presentation and exited the meeting (9:10 am.)

- 5. Presentation: Collaboration for Power Engineering Program Offering** — *Robert McAleney, Assoc. Dean, Trades & Appr.*
R. McAleney presented information on the Power Engineering and Gas Processing program, including an overview of the collaboration between NLC and BCIT for delivery of the Fall 2017 intake. The uniqueness of NLC's program, including the accreditation students can achieve, was explained. A copy of the presentation is available on D2L.
R. McAleney was thanked for his presentation and exited the meeting (9:37 am.)
- 6. Consent Agenda**
- 6.1 Minutes from April 18, 2018, Open Session Meeting**
- 6.2 Sexual Violence and Misconduct Policy Report**
2018/031 Fajemisin/Rashid
THAT the Northern Lights College Board approves the following items on the consent agenda:
- Minutes from the April 18, 2018 open session meeting; and
 - The Sexual Violence and Misconduct Policy Report dated May 16, 2018. CARRIED
- 7. Planned Linkage with Owners**
- 7.1 GP-3 & 4, Ownership Linkage Committee Report**
A community consultation has been scheduled to take place in Chetwynd on June 20th and will follow the same format and timeline as the 2016 and 2017 consultations. The event will run from 5:30 – 7:30 pm at the Chetwynd Recreation Centre and will start with a complimentary dinner. The Board will receive updates as RSVPs are received and planning progresses.
Two separate activities will be taking place in Chetwynd:
- May 23 – Industry Consultation Meeting
 - This is an operational meeting of industry representatives, the Chetwynd Mayor and Council, and NLC administrators.
 - June 20 – Chetwynd Community Consultation
 - This is the Board's consultation with the community.
- T. Bondaroff provided an update on his April meeting with Mayor Nichols in response to questions he posed in a newspaper article. The industry consultation initiative was an action item that came out of this initial discussion. As the Board has indicated that they are interested in a Board-to-Board meeting with the Chetwynd Mayor and Council prior to the June 20th Community Consultation, J. Kurjata will reach out to the Mayor's office to request a meeting.
Discussion on this topic will continue when A. Ackerman calls in at 10 am.
- 8. Board Education and Communication**
- 8.1 EL-7, President's Report to the Board** — *Kulmatycki*
The benefits of implementing Industry Councils in each community were discussed. T. Bondaroff will commence work on initiating this objective.
President Kulmatycki provided an overview of his strategic activities and meetings. NLC's Aircraft Maintenance Engineering program has been approved by the Canadian Armed Forces for use by students who are part of the *Canadian Armed Forces College Opportunities Program*.
A delegation from NLC will be going to China in June 2018 to sign a training agreement with an airline for contract training for the airline's employees to train in Canada.
A summary of activities during President Kulmatycki's trip to India was provided. In addition to meeting with consular offices, students, and agents responsible to student recruitment, a meeting took place with a health care group regarding a potential partnership.

A. Ackerman joined the meeting (9:59 am.)



9. Planned Linkage with Owners, Continued

9.1 GP-3 & 4, Ownership Linkage Committee Report, Continued

Meetings with Youth Advisory Councils will be arranged in the fall, hopefully in September 2018. Meetings with local government officials are suggested to take place after municipal elections take place. A copy of this month's Ownership Linkage Committee report is available on D2L.

A. Ackerman exited the meeting (10:03 am.)

10. Board Education and Communication, Continued

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

A delegation from the *Linyi Advanced School of Finance and Economics* in China visited the Fort. St. John campus on April 25th, where they met with NLC administrators and faculty and toured the campus. The purpose of the visit and the opportunities available were discussed.

In response to the legalization of cannabis, NLC's policies on smoking, drugs, and alcohol are being reviewed and updated.

Every three years, NLC conducts a staff engagement survey. The latest survey took place this year and an overview of the results was shared with the Board. A copy of the presentation is available on D2L.

10.2 Education Council Chair Report – *Rashid*

An overview of current Education Council activities was provided. Elections took place at the last meeting where F. Rashid was re-elected as Chair and M. Bedell was re-elected as Vice Chair. A copy of the report is on D2L.

10.3 Governance Committee Report – *None*

Creating a meeting schedule for the committee is being initiated.

10.4 Reports from CIGan Conference Attendees – *Fajemisin, Holte, Mankad, MacDonald, Miller, Singh, Kulmatycki*

An overview of conference highlights, take-aways, observations, and recommendations was provided, which included:

- The *Serving Rural, Remote, and Northern Communities Pre-Conference* was very applicable to NLC
- The conference was highly informative and continued participation is recommended
- Indigenization and reconciliation was a key topic
 - Information regarding the steps and processes for Indigenization was appreciated
 - Indigenous / Aboriginal issues and the importance of having an understanding of the Indian Act were explored
 - Inviting D. Christie to update the Board on Indigenization initiatives at NLC is desired
- The Board's role as a leader was explored
- A suggested topic for discussion at a future meeting is if educating the public should be a Board objective
- The opportunity to build relationships with Board Members during the conference was beneficial
- The conference provided insight on the impact emerging technology will have on education and employment in the future
- The international education sessions were interesting and educational
- Asking President Kulmatycki questions following sessions resulted in an expanded understanding of NLC operations
- The conference helped to broaden horizons
- The dinner meeting on Monday evening was beneficial as it highlighted how we are stronger together, the value of getting together to debrief, the importance of getting to know one another, and how we learn from one another
- Appreciation of being provided the opportunity to attend the conference was extended

W Stokes joined the meeting (11:01 am.)

11. Decision Items

11.1 2017-2018 Institutional Accountability Plan and Report – Stokes / Lovegreen

W. Stokes provided an overview of the purpose of the IAPR as well as its structure. The difference between FTEs (Full-Time Equivalency) and Head Count was explained. NLC statistics from the Student Outcomes Survey were discussed and a link to the website will be sent out to the Board. The Ministry will supply the data that appears at the end of the report, which will be added to the report prior to its final submission. Once the report is finalized and approved, it will be posted publically by the Ministry as well as on the College website.

2018/032 Fajemisin/Miller

THAT the Northern Lights College Board approves that the Board Chair signs the 2017-2018 Institutional Accountability Plan and Report for Ministry submission. CARRIED

11.2 2017-2018 Executive Compensation Salary Disclosure Statement – Drew / Graff

A copy of the report is available on D2L.

2018/033 Powell/Fajemisin

THAT the Northern Lights College Board approves that the Board Chair signs the Executive Compensation Disclosure Statement for 2017-2018. CARRIED

12. Board Activities

12.1 GP-11, Review Board Calendar

The Board calendar was reviewed (a copy is available on D2L). All Board Members are invited to convocation. Please advise H. Larden if you are attending (as well as which events).

12.2 Board Chair and Vice Chair Elections

The Chair and Vice Chair are elected annually; however, no timeline is outlined in the College and Institute Act or the Board's Bylaws regarding the date that the election will take place. Historically, the election has taken place in June; however, a Board meeting will not take place in June and the majority of the appointed Board members' terms end on July 31, 2018. At this time, it is unknown which Board members will be reappointed or extended. A discussion on how and when the elections will take place took place. It was decided that the election will take place in August.

W Stokes exited the meeting (11:21 am.)

13. Roundtable and Information Items

Two email votes are anticipated for June 2018 for acceptance of the 2017-2018 Board Remuneration Statement as well as for the 2018-2019 Q1 Financial Forecast. Board Members are asked to watch their email for these two anticipated votes.

A copy of the NEBC Stakeholder Engagement Plan for Land Use Initiatives and First Nations Agreements Report is on D2L.

14. Board Self-Evaluation Report of Meeting – None

15. In-Camera Session

2018/034 Powell/Miller

TO move the meeting in-camera.

16. Adjournment – 11:50 am

2018/039 Holte

TO adjourn the meeting. CARRIED