

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

**PRESENT:**

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

**REGRETS:**

M. Gilbert, Board Member

**GUEST(S):**

B. McKinnon, Observer (NLC Instructor)  
K. Handley, Acting Director of Student Services

**1. Call to Order and Territorial Acknowledgement – 9:01 am****2. Appointment of a Board Evaluator**

K. Mason-Bennett was appointed.

**3. Approval of Agenda**

2021/040 Mason-Bennett/Fox-McGuire

THAT the Northern Lights College Board approves the August 18, 2021, agenda with the prerogative of the Chair to adjust the agenda as needed. CARRIED

**4. Presentation: Fall 2021 Student Orientation and Event Planning – Todd Bondaroff (VP Student Services and Community Relations) and Kathy Handley (Acting Director of Student Services)**

An overview of the new student orientation program for 2021 was provided. In addition to the general orientation, programs will offer customized orientation for their students. Activities have been planned throughout the month of September to help students become familiar with College services, community services, the College region, recreational activities and opportunities, etc. Activities are being promoted under the theme of *shining brighter together*. A schedule of the vast activities planned was distributed, as well as a picture of the t-shirt that students will receive, and a sheet detailing the content, purpose, and priorities addressed (available on D2L). Information regarding the student activities grant (information sheet available on D2L) was shared.

K. Handley was thanked for the presentation and exited the meeting (9:36 am.)

**5. Consent Agenda**

- 5.1 Minutes from May 12, 2021, Open Session Meeting**
- 5.2 Minutes from June 2, 2021, Disposition of Property by Sale Email Vote**
- 5.3 Minutes from June 14, 2021, Mandate Letter Email Vote**
- 5.4 Minutes from June 25, 2021, Q1 Email Vote**
- 5.5 Quarterly Board Expenses Report**
- 5.6 Quarterly Review of President's Expenses Report**
- 5.7 Monitoring Report: *EL General Executive Constraint***
- 5.8 Monitoring Report: *EL-1 Treatment of Students***
- 5.9 Monitoring Report: *EL-4 Financial Condition***

**5.10 Monitoring Report: *EL 8 Emergency Executive Succession*****5.11 Monitoring Report: *E Ends (Mission)***

2021/041 Rashid/McLeod

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

- Minutes from the May 12, 2021 Open Session meeting;
- Minutes from June 2, 2021 Email Vote;
- Minutes from June 14, 2021, Email Vote;
- Minutes from June 25, 2021, Email Vote;
- Q1 Board Expenses Report;
- Q1 President's Expenses Report Review;
- The monitoring reports for
  - EL General Executive Constraint;
  - EL-1 Treatment of Students;
  - EL-4 Financial Condition;
  - EL-8 Emergency Executive Succession; and
  - E Ends (Mission) as demonstrating compliance with reasonable interpretations of the policies. CARRIED

**6. Planned Linkage with Owners****6.1 GP-3 & 4, Ownership Linkage Committee Report – None****7. Board Education and Communication****7.1 EL-7, President's Report to the Board – Kulmatycki**

President Kulmatycki provided an overview of strategic meetings, activities, and initiatives that included:

- Meetings with MLA M. Bernier and MLA D. Davies
  - UNBC Nursing program
  - Return to campus in September
- Public Interest Disclosure Act (document on D2L)
  - New regulation that will apply to post-secondary education
- Applied research advisory group (document on D2L)
- Employee engagement activities
  - Participation in the Dawson Creek fall fair parade
  - Celebration event on September 25 to celebrate coming back together (following COVID)
  - Staff service awards on October 20
  - President's one-on-one conversations with faculty and staff
- Canada Learning Bond grant approval (Northern Post-Secondary Council initiative)
- Planning for return to face-to-face instruction in September 2021
- Student enrolment, admission, and recruitment
  - Travel considerations
- Elected to the Colleges and Institutes Canada (CICan) Board
- Economic impact study (presentation to the Board in November)
- Presentation to the Select Standing Committee on Finance (co-presenting with [ISPARC](#))
- Agriculture Labour Market Study final report

**7.2 Board Chair Report – Holte**

Committee membership was reviewed, and Board members were asked to advise the Chair via email of the committee(s) they are interested in being part of. The membership of the Ownership Linkage and Governance committees will remain the same for now and this topic will be revisited at the next Board meeting.

D. Fajemisin joined the meeting (10:29 am).



Current membership of the committees is as follows:

Ownership Linkage (O-Link)

- D. Fajemisin
- K. Mason-Bennett
- F. Rashid
- T. Holte (ex-officio)
- B. Kulmatycki (ex-officio)

Governance Committee:

- T. Holte
- L. Archibald
- J. Fox-McGuire
- S. Goudie
- S. McLeod

M. Gilbert serves as the ex-officio Board representative to the Education Council. The ex-officio Board representative to the NLC Foundation Board is currently vacant and Board members are asked to advise the Chair if they are interested in filling this role.

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

H. Kaur provided an overview of her observations regarding serving on the Education Council as a student member. F. Rashid shared the report submitted to the Academic Governance Council in June (copy available on D2L).

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

A new process for reviewing policies (compliance and language) has been developed and a report is anticipated for the next Board meeting.

**7.5 Atlin Facility Space** – *Graff / Kulmatycki*

Discussions with Taku River Tlingit First Nation are ongoing regarding space and programming. The desire is to utilize a different manner/location to continue to serve the community.

**7.6 Chetwynd Daycare Expansion** – *Graff*

Funding is anticipated to be available for an infant/toddler program at the Chetwynd Daycare, which is operated by the YMCA. The College needs to apply for the funding since this is a College building. The Board will continue to be updated as information is received.

**8. Decision Items**

**8.1 Statement of Financial Information Report** – *Graff*

2021/042 Rashid/Mason-Bennett

THAT the NLC Board accepts the Statement of Financial Information report as presented to be signed by the Board Chair for submission to the Ministry. CARRIED

**8.2 Disposal of Land (Statutory Right of Ways – Freedom Mobile)** – *Graff*

2021/043 Archibald/Fox-McGuire

THAT the Board of Governors approves the Statutory Right of Way Agreement on the property located at 11401-8<sup>th</sup> Street Dawson Creek legally described as Lot 1 Section 10 Township 78 Range 15 West of the 6<sup>th</sup> Meridian Peace River District Plan 7353; and that the board chair sign the attached statement declaring that the disposal will not affect the future delivery of educational programs. CARRIED

2021/044 Mason-Bennett/Rashid

THAT the Board of Governors approves the Statutory Right of Way Agreement on the property location at 9820 120<sup>th</sup> Avenue Fort St John legally described as Lot 1 Section 7 Township 84 Range 18 West of the 6<sup>th</sup> Meridian Peace River Land District Plan 26891, and that the board chair sign the attached statement declaring that the disposal will not affect the future delivery of educational programs. CARRIED

S. McLeod exited the meeting (10:54 am).

## **9. Board Activities**

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

An email vote regarding the Q2 Financial Forecast is anticipated in September.

Board members are invited to attend the celebration event scheduled for Saturday, September 25 at the Tower Lake Community Hall, which will include afternoon and evening activities, a catered dinner, and overnight camping is available. Board members are asked to advise H. Larden September 15 if they are attending, including camping requirement (if applicable).

The Board Retreat and October Board meeting are scheduled for October 20 and 21 in Dawson Creek at the Fixx Banquet Rooms, attached to the Stonebridge Hotel. The retreat and meeting will be held face-to-face (distance participation will not be available.) Members are asked to advise H. Larden of hotel needs by September 15. Board members are invited to attend the Staff Service Awards Gala on the evening of October 20 (held at the Ovintiv Events Centre in Dawson Creek. Dinner will be served at this formal celebration event.) Members are encouraged to forward suggestions regarding content of the retreat to the Board Chair.

## **10. Roundtable and Information Items**

A copy of the 2020/2021 Board remuneration disclosure that was submitted to the Ministry in June and posted on the College's website as required is available on D2L.

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

K. Mason-Bennett provided feedback regarding her observations during today's meeting that included seeking different perspectives to be shared, depth of thought, pro-activity, and outward vision.

B. Mackinnon exited the meeting (11:15 am.)

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

2021/045 Rashid/Goudie

TO move the meeting in-camera. CARRIED

## **13. Adjournment – 12:04 pm**

2021/048 Kaur

TO adjourn the meeting. CARRIED