

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. Mackinnon, Faculty Board Member
D. Fajemisin, Board Member
J. Drew, Vice President People & Inst. Strategy
K. Rabel, Support Board Member
L. Archibald, Board Vice-Chair

M. Andaya, Student Board Member
R. Douglas, Education Council Chair
S. Clerk, Acting Vice President Student Services and Community Relations
S. Goudie, Board Member
S. Tullao, Student Board Member
T. Bondaroff, President and CEO
H. Larden, Executive Assistant to the President & Board (Recorder)

ABSENT:

J. Fox-McGuire, Board Member
M. Gilbert, Board Member
S. McLeod, Board Member

GUESTS:

C. Ho Lem, Firelight Group
L. Lowe, Fort Nelson First Nation
K. Handley, Dean of Academic and Vocational Programs
N. Dahlen, Associate Dean of Academic and Vocational Programs
C. Steeves, Director of Marketing, Comm, and Potential Student Engagement
H. Knott, Director of Indigenous Education

1. Call to Order, Territorial Acknowledgement, and Oaths of Office – 9:02 am

Our two new Student Board members, M. Andaya, and S. Tullao, were welcomed and told the Board a little about themselves. S. Tullao completes his two-year program this term and is looking forward to working in the health care field and is planning on staying in the area. M. Andaya will start his final term of study in January 2023 and is looking forward to rejoining the workforce in the field of pharmacy, once his studies are completed. Both new members completed their oaths of office.

2. Appointment of Board Evaluator

L. Archibald was appointed.

S. Goudie joined meeting. 9:05 am.

3. Approval of Agenda

[2022/059 Archibald / Goudie](#)

THAT the Northern Lights College Board approves the December 14, 2022, agenda with the prerogative of the Chair to adjust the agenda as needed. CARRIED.

4. Presentation(s)**4.1. Collaborative Curriculum Development with Fort Nelson First Nation – Presenters C. Ho Lem and L.**

Lowe, with Support from H. Knott, and K. Handley

Claudia Ho Lem (The Firelight Group) and Lana Lowe (Director, Fort Nelson First Nation) presented an overview of the Fort Nelson First Nation Cultural Curriculum Initiative including:

- Background (history, vision)
- Land-based learning as reconciliation and decolonization
- Pedagogical pathways to engage Indigenous education

D. Fajemisin joined the meeting at 9:16 am.

- Course development
 - Guąts'edeh'tsí / Asahketowin (formerly Moosehide 101)
 - Honouring the Treaty / Nąhnéhé, NąhKú'é / KitaskinoKikinow (formerly Treaty Relations / FNFN 101)
- Current activities in progress

C. Ho Lem, L. Lowe, and H. Knott were thanked for their presentation and exited the meeting at 9:31 am.

4.2. Access to Practical Nursing (Funding and Program) – N. Dahlen and K. Handley

N. Dahlen presented an update on Health Sciences programming including information regarding:

- Access to Practical Nursing (APN)
 - 16-month program (rather than 20)
 - Builds on Health Care Assistant certificate to bridge to become a Practical Nurse
 - BCCNM recognition process complete
 - Addresses high vacancy rate for nurses
 - Desire for a graduated path (HCA → LPN → RN)
- NLC Growth potential
 - Health care system public perception and reality: Allied Health Professionals
 - High vacancy levels
 - Scope of practice evolving in all professionals
 - Allied health degree programs are very competitive (limited seats)
 - Desire for a graduated path (i.e., Plan B)
 - Opportunity to diversity health programming (more options, attract local/domestic enrolment, collaborative practice)
 - Next steps

N. Dahlen and K. Handley were thanked for their presentation and exited the meeting at 9:58 am.

5. Consent Agenda

- 5.1. Minutes from the October 20, 2022, Open Session Meeting
- 5.2. Minutes from the November 18, 2022, Special Email Vote (Audit Services)
- 5.3. Monitoring Report: EL-5 Asset Protection

2022/060 Fajemisin/Goudie

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

- Minutes from the October 20, 2022, Open Session meeting;
- Minutes from the November 18, 2022, Email Vote; and
- The monitoring report for EL-5 Asset Protection as demonstrating compliance with reasonable interpretations of the policy. CARRIED

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

The committee met on November 1, 2022, to discuss the three December 2022 linkage events (strategic plan previews). Additional events will be planned in the new year for Chetwynd (including Tumbler Ridge) and Fort Nelson.

7. Board Education and Communication**7.1. EL-7, President's Report to the Board** – Bondaroff

President Bondaroff provided an update of his strategic initiatives, meetings, and events which included:

- Student journey working group;
- International enrollment strategy (Chetwynd campus pilot project);
- Responsive programming;
- NLC alumni engagement and advancement;
- CICan EDI initiative (50-30 challenge); and
- DC daycare expansion.

A copy of the President's report is available on D2L, which also includes information on:

- Study North 2.0;



- Elder on campus program;
- Canada learning bond project;
- Best of the Best 2022;
- MOU with the Dawson Creek Kodiaks;
- Kenyan student agreement;
- Staff holiday events, including the President’s holiday cheer activities;
- NLC silent auction; and
- NLC cook training students and Dawson Co-Op *Fusion Faceoff* event.

7.2. Board Chair Report – Holte

The Registrar will be conveying an Honorary Associate of Arts 2023 committee, likely in the New Year. The Board Member who will be part of this committee is D. Fajemisin.

7.3. Education Council Chair Report – Douglas

An update on Education Council activities was presented. A copy of the written report is available on D2L.

7.4. Governance Committee Report – Holte

T. Holte has commenced work on the wording update on the Ends; however, feedback from the community engagement events is desired to be included. It is anticipated that updated policies will be brought forward at the next meeting.

7.5. Strategic Plan Update – Drew

Feedback from the community engagement events (Dawson Creek and Fort St. John events in December; Chetwynd/Tumbler Ridge and Fort Nelson events in the new year) will be utilized in the strategic plan.

8. Decision Items

8.1. International Tuition Levels – Clerk

2022/061 Fajemisin/Rabel

THAT the NLC Board of Governors approve the proposed increases to international student tuition rates for 2023/24 and 2024/25, as per the proposal set out by administration in the Briefing Note dated September 28, 2022, and as presented to the Board. CARRIED

- NOTE: The chart below has been copied from the September 28, 2022, briefing note, and is being included in the minutes to provide clarification.

Program Fee Type	Current Tuition	Proposed 2023-24	Proposed 2024-25
Academic	\$366.18/credit	\$386 (5.4%)	\$410 (6.2%)
Career & College Prep	\$12.19/contact hour	\$12.85 (5.4%)	\$13.65 (6.2%)
Trades/Apprenticeship (Aircraft Maintenance, Welding, Plumber, Piping, Heavy Mechanical, Professional Cook)	\$11.38/contact hour	\$12.29 (8%)	\$14.01 (14%)
Trades/Apprenticeship (all other programs)	\$11.38/contact hour	\$12.29 (8%)	\$13.27 (8%)
Vocational/Career Technical	\$11.38/contact hour	\$12.29 (8%)	\$14.01 (14%)
Practical Nursing Diploma	\$20.06 /contact hour	\$20.06	\$20.06
English as a Second Language	\$15.30/ contact hour	\$16.52 (8%)	\$18.83 (14%)

8.2. Q3 Financial Forecast – Graff

The forecast was reviewed. The dates on the last page (confirmation / signature) will be adjusted to the correct dates by hand, as this is a locked Ministry document that the College cannot edit.

2022/062 Archibald/Goudie

THAT the NLC Board of Governors accepts the Q3 Financial Forecast as presented, and that the NLC Board Chair signs the Forecast Confirmation document to the Ministry of Post-Secondary Education and Future Skills.

CARRIED.

9. Board Activities**9.1. GP-11, Review Board Calendar** – Holte

The next meeting will be held on February 15, 2023.

9.2. Establishment of a Board Budget 2023-2024 Working Group – Holte

This year's budget working group will consist of L. Archibald, B. Mackinnon, and D. Fajemisin.

10. Roundtable and Information Items

A copy of the NLC Foundation Q3 is on D2L, as is NLC's Health Sciences December 2022 Newsletter. The 2023 Convocation Dates have been set (May 25 – Dawson Creek; June 1 – Fort St. John; and June 8 – Fort Nelson).

K. Rabel provided an update on the Board training session hosted by the Ministry that he attended, noting that he recommends member attendance at future events.

The interest in holding Board meetings at various campus locations was discussed as well as feedback received from students regarding possible December convocation events (as many students leave in Winter when their program ends).

11. Board Self-Evaluation Report of Meeting

L. Archibald provided a report on her observations at today's meeting, noting that it was an excellent meeting, full of good conversation and encouragement of different viewpoints.

12. In-Camera Session

2022/063 Goudie/Rabel

TO move the meeting in-camera. CARRIED

13. Adjournment – 11:44 am

2022/066 Tullao

TO adjourn the meeting. CARRIED