

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

PRESENT:

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| T. Holte, Board Chair | M. Gilbert, Board Member |
| B. Mackinnon, Faculty Board Member | R. Douglas, Education Council Chair |
| D. Fajemisin, Board Member | R. Kaur, Student Board Member |
| J. Drew, Vice President Comm. Rel. & Inst. Strategy | T. Bondaroff, President and CEO |
| J. Fox-McGuire, Board Member | T. Hyland-Russell, Senior Vice President Academic and Research |
| K. Rabel, Support Board Member | H. Larden, Executive Assistant to the President & Board (Recorder) |
| L. Archibald, Board Vice-Chair | |

ABSENT:

M. Andaya, Student Board Member
S. Goudie, Board Member
S. McLeod, Board Member

GUESTS:

M. Graham, Executive Director, Engage Sport North
C. Steeves, Director of Marketing, Comm., and Prospective Student Engagement
T. Jones, Manager of Financial Services
W. Stokes, Registrar

1. Call to Order and Territorial Acknowledgement – 9:03 am**2. Appointment of a Board Evaluator**

B. Mackinnon was appointed.

3. Presentation(s)**3.1 NLC Athletics Update – Mandi Graham, Executive Director of Engage Sport North**

M. Graham updated the Board on athletics initiatives such as:

- The NLC rodeo team
 - Inaugural NLC rodeo in 2022
 - Next NLC rodeo event scheduled for September 30 and October 1, 2023
- Sport and recreational activities at the Fort St. John and Dawson Creek campuses
 - Intramural sports
 - Recreational activities
 - NLC cricket team (competitive)
 - Learn-to events (i.e. skating)

A copy of the presentation and a written report is available on D2L.

M. Graham was thanked for her presentation and exited the meeting (9:18 am)

4. Approval of Agenda

2023/009 Fajemisin/Archibald

THAT the Northern Lights College Board approves the March 15, 2023, agenda with the prerogative of the Chair to adjust the agenda as needed. Carried

5. Consent Agenda**5.1 Minutes from February 15, 2023, Open Session Meeting****5.1 Minutes from March 3, 2023, Email Vote (Disposition of Property by Sale)****5.3 Monitoring Report: EL-7 Communication and Support to the Board**

2023/010 Archibald/Fox-McGuire

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

- Minutes from the February 15, 2023, Open Session meeting;
- Minutes from the March 3, 2023, Email Vote; and
- The monitoring report for EL-7 Communication and Support to the Board 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 will work on creating an annual plan that will include a list of organizations to meet with.

7. Board Education and Communication

7.1 EL-7, President's Report to the Board – Bondaroff

President Bondaroff provided an update on his current strategic meetings and initiatives including:

- Strategic Pillar #1 – Student Journey (Goal 1.1 Make students entry into NLC a smooth and positive experience)
 - Working group progress, organizational structure and staffing, communication audit and planning
- Strategic Pillar #2 – Responsive Programming (Goal 2.2 Offer accessible and flexible programming)
 - Our new Vice-President of Academic and Research, T. Hyland-Russell, has started
 - BC Government budget for 2023-2024, funding, partnership opportunities
 - Future Ready initiative / planning
 - Government investment (short-term skills training, housing, health care training, technology training, student financial support, early childhood education training)
- Strategic Pillar #5 – Community Connections (Goal 5.2 Revitalize smaller campuses)
 - Canfor Community Transition Team in Chetwynd, observations from Fort Nelson community engagement event in February, meeting with District of Hudson's Hope, Atlin campus re-opening
- Strategic Pillar #4 – People and Culture
 - Strategic plan refresh preview at all-staff meeting in February
- Skills Canada Regional Competition hosted at the Dawson Creek campus in March

The written report (available on D2L) includes information on:

- BC Colleges Council of Presidents' meeting in Victoria in February
- Upcoming Presidents' Study Tour of technological universities in Ireland
 - Opportunity for post-secondary institutions in BC and Alberta to tour institutions in Ireland to learn more about industry engagement processes, research, integration with private-sector, building human-capital, etc.
- NLC's monthly Indigenous Elders on Campus program
- Black History Month event in Fort St. John co-hosted with the Pan African Caribbean Association

7.2 Board Chair Report – Holte

Convocation ceremonies will take place:

- Thursday, May 25 – Dawson Creek
- Thursday, June 1 – Fort St. John
- Thursday, June 8 – Fort Nelson (tentative)

Board members are asked to advise H. Larden of their attendance.

The annual election for Board Chair and Board Vice-Chair will take place in May 2023.

- A notice of election has been received from the Registrar and is available on D2L
- The Registrar will conduct the election at the May 17, 2023, Board meeting
- College & Institute Act states: *"Eligible members to hold the office of Chair or Vice-Chair are those appointed by the Lieutenant Governor in Council. All members of the Board may vote for the chairs, except the President and the Chair of Education Council."*
- Eligible members unable to participate in the election meeting but willing to accept a nomination should advise the Registrar prior to the election meeting
- Term will be August 1, 2023 – July 31, 2024

Board training opportunities (Ministry governance workshop on April 17 and the 2023 CIG conference running April 21 - 25) were discussed:

- Expressions of interest have been received for both opportunities
- There may be a Board budget shortfall to cover all registration and travel costs (approx. \$6,000)



- The Board discussed options (approving overage with the institution's overall budget covers the costs; deferring the travel costs to the 2023-2024 budget)

2023/011 Gilbert/Fajemisin

To approve the prospective \$6,000 estimated overage of the 2022-2023 Board budget. Carried

The Board Chairs continue to meet. The Ministry has advised that movement regarding the funding review that was conducted has been delayed.

7.3 Education Council Chair Report – Douglas

An update from the February 2023 Education Council meeting was provided. A copy of the written report is available on D2L.

7.4 Governance Committee Report – Holte and Fox-McGuire

Integration of the pillars within the new strategic plan was desired by the Board. These have been incorporated into new Ends policies (copies of the new proposed policies as well as a briefing note is available on D2L). Monitoring and the intention of the policies were discussed.

2023/012 Archibald/Fajemisin

THAT the Board accepts the new Ends policies E-4 Student Journey; E-5 Responsive Programming; E-6 Truth and Reconciliation; E-7 People and Culture; and E-8 Community Connections as presented, effective immediately. Carried

A compliance review took place of GP; GP-1; GP-2; GP-3, GP-4; GP-5; GP-6; and GP-7.2. The Governance committee report outlining the findings and recommendations were discussed (copy of report is available on D2L.)

2023/013 Gilbert/Fajemisin

THAT the Northern Lights College Board has reviewed the March 2023 Governance Committee report and accepts the compliance review findings and recommendations. Carried

8. Decision Items

8.1 2023-2024 Budget Approval – Bondaroff and Jones

The 2023-2024 budget was reviewed, and information was provided on:

- Guidelines utilized to inform the development of the budget
 - Strategic priorities, efficiencies, enrolment and FTEs, revenues, wants vs. needs
- Budget assumptions
 - Status quo base funding, wage increases, special funding, and operations and activities back to pre-pandemic levels
 - Tuition fees (2% domestic tuition increase which is part of this budget approval, and 5.4% international tuition increase which was previously approved by the Board)
 - Enrolment (based on 2022-2023 levels)
- Budget pressures
 - Utilities, inflation (i.e. supplies), fuel costs
- Mitigation strategies
 - Increase in tuition rates, increase in interest revenue, additional international student seats, increase in student housing rates, review of temporary staffing
- Strategic alignment
 - Position increases to support strategic plan, operational costs (i.e. re-opening of Atlin campus)
- Revenue
 - Projections (including fee increases for tuition and housing; base and soft funding sources; etc.)
- Salaries
- Operating Expenses
- Balanced budget with a small surplus

2023/014 Fajemisin/Fox-McGuire

THAT the Northern Lights College Board accepts and approves the 2023-2024 Budget as presented. Carried

8.2 Strategic Plan – Drew

An overview of the strategic plan, including consultation process, was provided.

2023/015 Archibald/Fox-McGuire

THAT the Board of Governors accepts and approves the 2023-2028 Strategic Plan as presented. Carried

9. Board Activities

9.1 GP-11, Review Board Calendar

As no regular meeting is scheduled in April, the next meeting will be held on May 17, 2023, in FSJ (distance participation via Teams). The Post-Secondary Governance Workshop will take place on April 17 in Vancouver and this year's Colleges and Institutes Canada conference will take place in Montreal April 21 & 22 (Serving Rural, Remote and Northern Colleges Forum) and April 23 – 25 (CICan Conference / World Congress).

The May meeting will be the last regular meeting for T. Holte, D. Fajemisin, and S. McLeod.

10. Roundtable and Information Items

Opportunities for students to take part in competitions were discussed (i.e. pitch competitions for management students) and will be followed up on.

The Premier's presentation on clean energy was discussed, which included information on initiatives taking place in the Fort Nelson area.

M. Gilbert informed the Board of his upcoming retirement from the Northern Rockies Regional Municipalities.

11. Board Self-Evaluation Report of Meeting

B. Mackinnon reported on his observations at today's meeting, noting collective decisions, pro-activity, and outward vision.

12. In-Camera Session

2023/016 Fox-McGuire / Archibald

TO move the meeting in-camera. Carried

T. Jones, K. Rabel, and C. Steeves exited the meeting (11:19 am)

13. Adjournment – 12:01 pm

2023/021 Kaur

TO adjourn the meeting. Carried


Tyler Holte
Board Chair


Holly Larden
Executive Assistant to the President & Board