

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

Present: J. Moore, Board Chair A. Graff, Vice President Finance & Corporate Services B. Mackinnon, Faculty Board Member C. Brown, Board Member C. McCullough, Support Board Member H. Reay, Board Member J. Drew, Vice President Comm. Rel. & Institutional Strategy M. Troyer, Board Member	M. Waldorf, Board Member P. Berg, Board Vice Chair R. Irwin, Board Member S. Canning, Board Member S. Fraser, Education Council Chair T. Bondaroff, President & CEO T. Gulevich, Board Member H. Larden, Executive Assistant to the President & Board (Recorder)
Absent:	Guest(s): P. Johnston, President of Colleges and Institutes Canada

- Call to Order, Territorial Acknowledgement, Welcome, Introductions, and Oaths of Office – 9:01 am**
New appointed Board members, H. Reay and T. Gulevich, were welcomed to the Board and performed their Oaths of Office.

H. Reay lives in Dawson Creek, works in oil and gas, has an agriculture background, and is actively involved in rodeo (including judging.). T. Gulevich lives in Fort St. John, is semi-retired (involved in mobile, dental hygiene), and has previous Board experience.

C. McCullough announced that she will be stepping down as a Board member, effective the conclusion of today's Board meeting. This is also the last meeting for S. Fraser, the outgoing Chair of the Education Council. The Board was advised that T. Best has resigned from the Board.

August marks the start of the Board's yearly cycle. The Chair thanked members for their service to the Board, noting the commitment they have demonstrated.
- Presentation: Post-Secondary Education: A National Perspective – P. Johnston, President, Colleges and Institutes Canada**
P. Johnston provided a presentation to the Board that provided a national perspective of the role of colleges and how Colleges and Institutes Canada (CICan) can serve partner institutions. A copy of the presentation is available on D2L.

CICan serves as the national voice and convening body for Canada's colleges and institutes, bringing together post-secondary institutions, governments, industry, and labour partners to address the country's most pressing workforce, economic, and social challenges. Through its strategic focus on convening, mobilizing, championing, and leading sector excellence, CICan advocates for colleges as essential contributors to community prosperity, workforce development, innovation, and nation-building. Its vision of "Strong Colleges. Strong Communities. Strong Canada" reflects a commitment to ensuring colleges are recognized as key partners in advancing Canada's economic growth and long-term competitiveness.

CICan views colleges as critical to achieving federal priorities related to skilled trades, workforce development, defence readiness, applied research, artificial intelligence, innovation, and reconciliation. In this context, Northern Lights College is regarded as a strong example of how colleges create impact at both the regional and national levels. Through industry-aligned training, workforce partnerships, applied research capacity, and strong community connections, the college demonstrates the important role post-secondary institutions play in developing talent, supporting economic development, and helping Canada respond to emerging opportunities and challenges. CICan also recognizes the growing importance of colleges in translating research and technology into practical applications that benefit employers, communities, and the broader economy.

As a national advocate, CICan works to elevate the strengths and successes of institutions such as Northern Lights College within federal policy discussions and funding opportunities. The organization helps connect member institutions to government priorities, promotes their contributions to decision-makers, and creates opportunities for engagement with federal leaders and partners. CICan also supports colleges in navigating emerging issues such as changing immigration

policies, international engagement strategies, workforce demands, and innovation opportunities. Through its advocacy, convening, and stakeholder engagement activities, CIGan helps ensure that the achievements and expertise of colleges are recognized as integral to Canada's future prosperity, resilience, and community development.

P. Johnston exited the meeting at 10:03 am.

3. Appointment of Board Evaluator

S. Fraser was appointed.

4. Approval of Agenda

2026/034 Irwin/McCullough

THAT the Northern Lights College Board approves the August 12, 2026, agenda with the prerogative of the Chair to adjust the agenda as needed. Carried.

5. Consent Agenda

- 5.1. Minutes from the May 20, 2026, Open Session Meeting
- 5.2. Quarterly Board Expense Report
- 5.3. Quarterly Review of President's Expenses
- 5.4. Q1 Financial Forecast (from Finance, Risk, & Audit Committee)
- 5.5. Monitoring Report, B-EL General Executive Constraint
- 5.6. Monitoring Report, B-EL-1 Treatment of Students
- 5.7. Monitoring Report, B-EL-4 Financial Condition
- 5.8. Monitoring Report, B-EL-8 Emergency Executive Succession
- 5.9. Monitoring Report, B-E Ends (Mission)

2026/035 Troyer/Brown

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

- Minutes from the May 20, 2026, Open Session Meeting;
- Q1 Quarterly Board Expense Report;
- Q1 Quarterly Review of President's Expenses;
- Q1 Financial Forecast;
- The Monitoring Report for B-EL, B-EL-1, B-EL-4, B-EL-8, and B-E Ends as demonstrating compliance with reasonable interpretations of the policies. Carried

6. Planned Linkage with Owners

6.1. Ownership Linkage Committee Report, B-GP-3 & 4 – M. Waldorf

The Community Listening Sessions held in Fort Nelson in June were reviewed. Documents outlining what the Board heard at these events have been prepared and are available on D2L. The next Community Listening Event will take place in Tumbler Ridge, in conjunction with the Board retreat and meeting. Invitations to this October 14 evening event will be sent out once details are confirmed. Board member attendance is requested.

The first sector engagement session is being planned for November 18 in Fort St. John. This health and social services focused session is being planned in partnership with the City of Fort St. John. Board members are encouraged to save the date.

A short break took place from 10:10 – 10:25 am.

7. Board Education and Communication

7.1. President's Report to the Board, B-EL-7 – T. Bondaroff

An overview of how the Board's strategic priorities (pillars) are operationalized (goals, objectives, initiatives) and then rolled out, monitored, adjusted, and reported on was provided. The format of past reporting and the new format being introduced were outlined, including the scorecard. Feedback on the reporting tools is welcome, such as the recommendation that some additional details to provide insights, such as when one-time spikes are noted. A copy of the written report is available on D2L.

P. Berg exited the meeting (10:59 am).

An update on movement to an advancement model was provided.

7.2. Board Chair Report – J. Moore

Chair Moore provided an update on her recent strategic activities and meetings, which included information on:

- Post-secondary review report (anticipated release date)
- Tuition rates
- Board member honorariums (retainers)
- October Board Planning and Training Retreat and activities
- Agenda for the October Board Retreat is being developed
 - Heavy governance focus
 - Day 1, full-day session: *From Good Governance to a Great Board: Strategy, Stewardship and Ambassadorship*
 - Day 2, morning session: *How the Bi-Cameral Governance Model in Post-Secondary Works*
- The October Board meeting will take place in the afternoon of day 2
- Tumbler Ridge Access Centre Grand Opening and the Tumbler Ridge Community Listening Event will take place on Wednesday. Board Members are strongly encouraged to attend

A copy of the written report is available on D2L.

2026-2027 Board Committee Composition

Board Standing Committee membership is set annually and typically occurs at the August Board meeting. Members were thanked for taking the time to discuss their preferences and interest in the committees and representation on other Boards. Committee membership for 2026-2027 has been set as follows:

- Governance Committee
 - Megan Troyer
 - Sarah Canning
 - Penny Berg
 - Tammy Gulevich
 - Colleen Brown
 - Jennifer Moore
- Finance, Risk and Audit Committee
 - Sarah Canning, Committee Chair
 - Megan Troyer
 - Penny Berg
 - Colleen Brown
 - Jennifer Moore
 - Brandon Mackinnon (non-voting)
- Ownership Linkage Committee
 - Misty Waldorf
 - Ray Irwin
 - Harold Reay
 - Tammy Gulevich
 - Jennifer Moore (ex-officio)
- NLC Foundation Board (Board Ex-Officio Representative)
 - Sarah Canning
- Education Council (Board Ex-Officio Representative)
 - Misty Waldorf
- Honorary Association of Arts Degree Committee
 - Ray Irwin



- Mentor(s)
 - Jennifer Moore

7.3. Finance, Risk and Audit Committee Report – J. Moore

The written report (available on D2L) was reviewed. In response to the auditor's recommendation that the Board increase their understanding of processes, the Committee has requested the following presentations at their committee meetings over the next year:

- Purchasing
- Public Interest Disclosure Act
- Fraud

7.4. Governance Committee Report – C. Brown

The committee met on July 27, 2026. Discussion topics included:

- LOAs for Board members
- Election rules
- Separation of Board and Education Council governance

Three documents were posted on D2L regarding this agenda item:

- Committee report
- Proposed updates to the Board Bylaws
- Proposed updates to Board Policy # B-GP-9 – Code of Conduct

A Board member expressed concerns regarding the proposed changes. To provide time for thoughtful and careful consideration of the matter, further discussion on this agenda item has been postponed until the October Board meeting, where 15 minutes will be allocated for its review. Additional Information regarding this topic will be emailed to the Board in mid-September.

7.5. Education Council Chair Report – S. Fraser

An overview of activities and decisions from the May 27, 2026, and June 24, 2026, Education Council meetings was provided, which included information on the:

- Pharmacy Technician Diploma Program
- Education Council Bylaws and Election Rules
- Mental Health and Substance Use Final Practicum Course
- Program Completion Guides for Business Management Diploma and Accounting Diploma
- Program Completion Guide for Post-Degree Diploma in Information Technology Management
- Education Council Meeting Schedule
- Education Council Member Survey
- Education Council Elections (effective Sept. 2026, B. Mackinnon will be Chair, and S. Fraser will be Vice-Chair)

Details on the review of the Applied Business Technology program, updates, and move from vocational to academic were shared. The Education Council carried the following motion:

THAT the Education Council approves the Program Information and Completion Guides for the new Office Administration Certificate, Office Assistant Certificate and Bookkeeping Assistant Certificate and the new course outlines for OADM 114, OADM 119, OADM 135, OADM 136, OADM 154, OADM 165, OADM 179, OADM 180, OADM 182, OADM 191, OADM 192, OADM 194, OADM 196; additionally, that the Education Council recommends to the Board of Governors that these credentials be established, effective September 2027 as amended.

2026/036 Canning/Irwin

THAT the Board of Governors approves the Office Administration Certificate, Office Assistant Certificate and Bookkeeping Assistant Certificate credentials. Carried



7.6. NLC Foundation Representative Report – S. Canning

Foundation events attended include the Ovintiv BBQ (August 5), Barn Grand Opening (August 6), and 50-50 sales at the Dawson Creek Fall Fair.

7.7. Promotion of the College: Board Member Connections, Discussions, and Activities – J. Moore / All

Board members shared information on connections and conversations they've had regarding post-secondary education and the College

A break for lunch took place from 12:05 – 12:35 pm.

8. Decision Items

8.1. Statement of Financial Information (SOFI) Report – A. Graff

2026/037 Brown/Troyer

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. 2025-2026 Institutional Accountability Plan and Report (IAPR) – T. Bondaroff

The Institutional Accountability Plan and Report is an annual report. As outlined in the College and Institute Act, the College is mandated to report back to the Ministry on College activities for the past fiscal year, mandated priorities, and performance (student enrollment, satisfaction.) This version gets submitted to the Ministry for review. Once the Ministry has completed their final review, they may direct the College to make some changes. Once finalized, the report will be posted on the NLC and Ministry websites.

2026/038 Irwin/Troyer

THAT the Northern Lights College Board approves that the Board Chair signs the 2025-2026 Institutional Accountability Plan and Report for Ministry submission. Carried

9. Board Activities

9.1. Review of the Board Calendar, B-GP-11 – J. Moore

- NLC Annual Rodeo
 - September 26 & 27 in Dawson Creek
 - An invitation will be sent out to the Board in September
- Fort St. John Campus Staff Golf Tournament on September 18
 - An invitation will be sent out to the Board later this week
- Events taking place in Tumbler Ridge this October
 - October 14 (Wednesday)
 - Grand Opening of Tumbler Ridge Access Centre
 - 3:30 – 4:30 pm, NLC Tumbler Ridge Access Centre
 - Community Listening Event (Ownership Linkage Activity)
 - 6 – 8 pm, Tumbler Ridge Community Centre
 - October 15 (Thursday)
 - Retreat Day 1, 9 am – 4 pm, Tumbler Ridge Visitor Centre
 - Optional group dinner in the evening (time and location TBD)
 - October 16 (Friday)
 - Retreat Day 2, 9 am – 12 noon, Tumbler Ridge Visitor Centre
 - Lunch, 12 – 12:30 pm, Tumbler Ridge Visitor Centre
 - Board Meeting, 12:30 – 4 pm, Tumbler Ridge Visitor Centre
 - Calendar invitations will be sent out in early September
 - Board members are asked to advise H. Larden of their attendance, as well as hotel booking needs, by September 28

10. Roundtable and Information Items

J. Moore will be out of the country September 8 – 27, 2026. During this time, S. Canning will be providing coverage of Chair duties.

11. Board Self-Evaluation Report of Meeting

S. Fraser provided an overview of her observations at today's meeting, which included external focus, collective decision making, and proactive forward-focus.

12. In-Camera Session

2026/039 Troyer/Irwin

TO move the meeting in-camera. Carried

13. Adjournment – 2:02 pm

2026/042 Troyer

TO adjourn the meeting. Carried
