

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

**PRESENT:**

T. Holte, Board Chair	L. Lovegreen, Senior Vice President Academic and Research
A. Florita, Student Board Member	L. Archibald, Board Vice-Chair
A. Graff, Vice President Finance and Corporate Services	M. Gilbert, Board Member
B. Kulmatycki, President & CEO	S. McLeod, Board Member
F. Rashid, Faculty Board Member & Ed. Council Chair	S. Goudie, Board Member
J. Drew, Vice President People & Inst. Strategy	T. Bondaroff, Vice President Student Services & Community Relations
K. Mason-Bennett, Board Member	H. Larden, Executive Assistant to the President & Board (Recorder)
K. Rabel, Support Board Member	

**REGRETS:**

D. Fajemisin, Board Member  
J. Fox-McGuire, Board Member  
J. Kaur, Student Board Member

**GUEST(S):**

S. Pool, EMSI  
B. McKinnon, Observer (NLC Business Management Instructor)  
A. Houle, Observer (Public – UNBC)

**1. Call to Order and Territorial Acknowledgement – 9:02 am****2. Appointment of a Board Evaluator**

L. Archibald was appointed as Board evaluator.

**3. Approval of Agenda**

2021/060 Goudie/Archibald

THAT the Northern Lights College Board approves the December 8, 2021, agenda with the prerogative of the Chair to adjust the agenda as needed. CARRIED

**4. Consent Agenda****5.1 Minutes from October 21, 2021, Open Session Meeting****5.2 Monitoring Report: EL-5 Asset Protection**

2021/061 Rashid/Goudie

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

- Minutes from the October 21, 2021 Open Session meeting;
- Monitoring Report for EL-5 Asset Protection as demonstrating compliance with reasonable interpretations of the policy. CARRIED

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

B. Kulmatycki attended the social mixer on October 28 hosted by the City of Fort St. John Mayor and Council. President Kulmatycki was able to meet several members of the School District 60 Board of Trustees at the event. In addition, robust conversations took place with City leaders regarding community planning.

**6. Presentation: Economic Impact Study – Stephen Pool, Economic Analyst, EMSI**

S. Pool provided an overview of the economic impact study that was conducted for Northern Lights College. The study was comprised of two parts, an impact analysis and an investment analysis. A copy of the executive summary as well as the full report is available on D2L. Board members are encouraged to reach out to the Board Chair if they have any additional questions regarding the study.

S. Pool was thanked for his presentation and exited the meeting (9:37 am.)

## 7. Board Education and Communication

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

President Kulmatycki provided an update on his current strategic activities and initiatives that included:

- Capital planning – Meetings have taken place with internal stakeholders
- Childcare spaces expansion – Two grant applications have been submitted to the Ministry of Children and Families for building expansions for the daycare space in Dawson Creek and Chetwynd in partnership with the service providers
- Fraud risk management report – A copy of the letter from the Auditor General's office is available on D2L. Moving forward, policies will be reviewed. Engaging external auditors on a specific audit to assess internal controls specifically related to managing fraud risk has been suggested to by the Ministry. The Governance Committee will review the executive limitations and may add language specific to managing fraud risk
- The Future of Work virtual conference – The November 4 conference had 187 registrations. Funding was received to cover the costs associated with the conference. Board members in attendance included L. Archibald, M. Gilbert, K. Mason-Bennett, S. Goudie, and K. Rabel. Management will be reviewing the report to ensure programming and curriculum remain relevant and are updated as needed

### 7.2 Board Chair Report – Holte

A letter from the Honorable Anne Kang, Minister of Advanced Education and Skills Training, acknowledging receipt of the results of the Economic Impact Study is on D2L. S. Goudie will be the Board Representative on the Honorary Associate of Arts Degree selection committee for 2021/2022. The Board Chairs met on December 7.

### 7.3 Governance Committee Report – None

## 8. Decision Items

### 8.1 Q-3 Financial Forecast

2021/062 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 Advanced Education and Skills Training. CARRIED

### 8.2 Economic Impact Study

The Board is asked to officially receive the report in order for press releases to be issued.

2021/063 Mason-Bennet/Archibald

THAT the NLC Board of Governors accepts *The Economic Value of Northern Lights College* report as presented. CARRIED

## 9. Board Activities

### 9.1 GP-11, Review Board Calendar

The Board Holiday Luncheon will take place in the Indigenous Gathering Space following today's meeting. Board members are welcome to have their photo taken by a member of the Marketing and Communications department team following the luncheon in CCET. The next Board meeting is scheduled for February 16, 2022.

### 9.2 Establishment of a Budget Working Group for the 2022-2023 Board Budget

Members of the 2022-2023 Board Budget Working Group will be L. Archibald, K. Mason-Bennett, and S. McLeod.

### 9.3 Call for Representatives / Expressions of Interest, CIGan Hybrid Conference 2022

This year's conference will take place April 25 – 27, 2022 in Halifax and will be offered in a hybrid delivery mode (in-person and virtual). Board members desiring to attend are asked to advise H. Larden no later than February 11, 2022, including details regarding in-person or virtual attendance. A sample costing sheet and registration request form are available on D2L. More information regarding the conference is available on the CIGan conference website (<https://conference.collegesinstitutes.ca/>).

**10. Roundtable and Information Items**

The format of the Board meetings, such as having an Ends Framework in place (priorities, etc.) was explored. Chair Holte will draft an Ends framework for review at a future meeting.

The inclusion of agriculture in the Future of Work conference was acknowledged and appreciated. Gratitude was expressed for the inclusion of the Northern Rockies labour market study in the conference.

The value and need for mental health supports was discussed, including the importance of follow-up supports for students provided in the community. Mental health tools and initiatives available at the College were reviewed.

Chair Holte and President Kulmatycki are planning a trip to Atlin in the new year.

**11. Education Council Chair Report**

An overview of activities of the Education Council were provided. Two new Education Council committees have been launched (Quality Assurance; Research and Development). A copy of the Academic Governance Council report submitted in November is available on D2L.

**12. Board Self-Evaluation Report of Meeting**

L. Archibald provided an overview of her observations at today's meeting, noting outward vision, strategic leadership, forward thinking, and proactivity.

B. McKinnon and A. Houle exited the meeting (11:05 am.)

**13. In-Camera Session**

[2021/064 McLeod/Goudie](#)

*TO move the meeting in-camera. CARRIED*

**14. Adjournment – 10:57 am**

[2021/067 Goudie](#)

*TO adjourn the meeting. CARRIED*

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