

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

PRESENT:

J. Kurjata, Board Chair	S. Mankad, Student Board Member (TC)
A. Ackerman, Board Member	K. MacDonald, Support Board Member (TC, Agenda Items 1 – 10))
J. Drew, Executive Director HR & Org. Development	S. McLeod, Board Member
D. Fajemisin, Board Member	S. Miller, Vice-Chair
A. Graff, VP Finance and Corporate Services	B. Powell, Board Member
T. Holte, Board Member	F. Rashid, Faculty Board Member & Education Council Chair
B. Kulmatycki, President & CEO	H. Singh, Student Board Member
	H. Larden, EA to the President & Board (Recorder)

GUEST(S):

Dan Ryan, Provost and VP Academic, UNBC (Agenda Item 10)	Warren Stokes, Registrar (Agenda Items 3 – 4)
Tim Tribe, VP University Advancement, UNBC (Agenda Item 10)	

1. Call to Order and Welcome to New Board Members

The meeting was called to order at 9:01 am. Newly appointed members Tyler Holte and Donald Fajemisin were welcomed to the Board; both provided a brief overview of their background and read their Oaths of Office.

2. Presentation: NLC Strategic Plan Update — *Jessie Drew, Executive Director, Human Resources and Organizational Development*

J. Drew provided an overview of the strategic planning activities that have taken place over the past three years, including the current the status of planning activities.

3. Approval of Agenda / Consent Agenda

- 3.1 Minutes from December 13, 2017 Open Session Meeting**
- 3.2 Monitoring Report: EL- 4 Financial Condition**
- 3.3 Monitoring Report: EL-10 Land Use**
- 3.4 Reasonable Interpretation: EL-3 Financial Planning** (Interpretation for Auditor)
- 3.5 Reasonable Interpretation: EL-5.6, 5.7, 5.7.1 Asset Protection** (Interpretation for Auditor)
- 3.6 Reasonable Interpretation: EL-6 Compensation and Benefits** (Interpretation for Auditor)

Warren Stokes joined the meeting (9:28 am).

2018/001 Rashid/Miller

THAT the Northern Lights College Board approves the agenda with the prerogative of the Chair to adjust the agenda as needed; and approves the following items on the consent agenda:

- *Acceptance of the Minutes from the December 13, 2017 open session meeting;*
- *Acceptance of the Monitoring Reports for EL-4 Financial Condition and EL-10 Land Use as demonstrating compliance with reasonable interpretations of the policies; and*
- *Acceptance of the President's Interpretations for EL-3 Financial Planning; EL-5.6, 5.7, and 5.7.1 Asset Protection; and EL-6 Compensation and Benefits; as reasonable interpretations of the policies.*

CARRIED

4. In-Camera Session

2018/002 Ackerman/Powell

TO move the meeting in-camera. CARRIED

5. Planned Linkage with Owners

5.1 GP-3 & 4, Ownership Linkage Committee Report – A. Ackerman

The committee recommends the following be included in the 2018 plan:

- Chetwynd Community Consultation & Meeting with Mayor and Council (date TBD)
- Meeting with NLC Foundation (date TBD)
- Connecting with the FSJ and DC Youth Advisory Councils (dates TBD)
- TR Community Consultation & Meeting with Mayor and Council (date TBD)
- Meeting with the PRRD Board (date TBD)
- Meeting with the Village of Pouce Coupe Mayor and Council (date TBD).

The Board supports the proposed changes (a copy of the report is available on D2L). D. Fajemisin has been appointed to the Ownership Linkage Committee. Utilizing months that do not have a regular Board meeting scheduled (June, September) to meet with groups such as the Youth Advisory Councils was proposed and will be explored.

6. Board Education and Communication

6.1 EL-7, President's Report to the Board – B. Kulmatycki

A status update on the construction of the DC Trades Training Centre was provided, including move-in plans (programs, equipment, etc.). Grand opening activities were discussed. The proposed date for the grand opening is October 12, 2018, which will likely be an afternoon event that includes tours of the facility and will be a combination opening and donor recognition.

Dr. Lovegreen will be taking part in the Ireland Study Tour in March and President Kulmatycki will travel to India in April for a series of Agent Appreciation events. The *State of the North Report* was discussed and is available at <https://www.northerndevelopment.bc.ca/state-of-the-north/>.

President Kulmatycki provided an update on his strategic activities and meetings. Student housing and BC NET initiatives were discussed as well as President Kulmatycki's meeting with the President of Grande Prairie Regional College. Upcoming activities include the BC Colleges Council of Presidents and Board Chairs meeting, proclamation of BC Colleges Day in the legislature, and professional development activities for the Leadership Team.

6.2 Education Council Chair Report – F. Rashid

F. Rashid provided an update on Education Council activities in November 2017 – January 2018. A copy of the report is available on D2L.

7. Decision Items

7.1 Governance Process: Governance Committee Report and Recommendations

A meeting of the committee will be scheduled, where a new Committee Chair will be elected. T. Holte has been appointed to the Governance Committee.

7.2 2018-2019 Board Budget – S. Miller, K. MacDonald, S. McLeod

2018/006 Powell/Rashid

THAT the NLC Board of Governors accepts the proposed 2018/2019 Board Budget Version 1 as presented. CARRIED

7.3 Indigenous Awareness Training – S. McLeod

A Cultural Awareness training activity that BC Hydro employees took part in that is specific to our area was discussed, as this type of training may be of interest to the Board.

7.4 Dawson Creek Daycare Lease – A. Graff

A renewal of the current lease of space on the Dawson Creek campus to the Campus Kids Daycare was discussed. The proposed lease is for ten years, with an allowance for one five-year extension.

2018/007 Fajemisin/Powell

THAT the NLC Board of Governors approves the disposition of the space on the Dawson Creek Campus known as Campus Kids Daycare and the Gym proper which is used from time to time, all of which is located in the building #16 (the Gym building) and includes the play area next to building 16 together with the buildings and other improvements currently thereon; and that the Board Chair sign the attached statement declaring that the disposal will not affect the future delivery of educational programs. CARRIED

7.5 Tumbler Ridge Campus Lease (School District 59 / Tumbler Ridge Secondary School) – A. Graff

2018/008 Holte/Ackerman

THAT the NLC Board of Governors approves the acquisition by lease of the Tumbler Ridge Campus with School District #59 located at 180 Southgate, Tumbler Ridge, BC for 9 years and 11 months at a rate of \$5,000 per month from September 1, 2018 to August 31, 2023 and \$5,250 per month from September 1, 2023 to July 31, 2028 with no renewal option. CARRIED

8. Board Activities

8.1 GP-11, Review Board Calendar

Schedule of proposed meeting dates for 2018 was reviewed and accepted. The current calendar for Board Planning Cycle for Agenda-Control is available on D2L.

8.2 Quarterly Board Expense Report – S. Miller

The Q3 Board Expense Report was reviewed and it was noted that the Board is operating within its overall budget.

8.3 Quarterly Review of President's Expenses Report – S. Miller

S. Miller reviewed the President's Q3 expenses and found no causes for concern, as all expenditures appeared to be reasonable and well documented. A copy of S. Miller's letter regarding her review is available on D2L.

8.4 Call for Representatives: CIGan 2018 Conference

Attendees will be S. Miller, D. Fajemisin, T. Holte, H. Singh, S. Mankad, and K. MacDonald.

8.5 Review 2018-19 Mandate Letter

2018/009 Miller/Ackerman

THAT all members of the NLC Board of Governors will sign the 2018-2019 Mandate Letter as presented at the meeting. CARRIED

9. Roundtable Information and Information Items – None

Tim Tribe and Dan Ryan joined the meeting (11:01 am).

10. Northeast BScN Update and Discussion – B. Kulmatycki; Tim Tribe, VP Univ. Advancement, UNBC; Dan Ryan, Provost & VP Academic, UNBC

An overview of the proposed BScN program was provided, including admission requirements and acceptance priorities for northern, NLC, and Aboriginal students. Meetings with various stakeholder groups were held as well as a community consultation event.

Kayla MacDonald exited the meeting (11:20 am).

The program is structured to be collaborative in its delivery methods. Student housing and facility space requirements were discussed. Submission of the finalized proposal is anticipated in the near future. Letters of support are being sought. A copy of the program fact sheet is available on D2L.

Tim Tribe and Dan Ryan exited the meeting (11:36 am).

11. Adjournment – 11:42 am

2018/010 Powell/Rashid

TO adjourn the meeting. CARRIED