

Regular MINUTES
May 24, 2013
Terrace Campus

Board members: H. Pond, acting Chair D. van Dyk T. Euverman
G. Randhawa C. Toews R. Berthiaume
R. Riesen C. Morgan K. Chicoine
G. Wesley N. Collison (teleconference)
L. Payjack-Mohler (Recording Secretary)

Regrets: R. Witherly, Chair A. Carlick

Staff members: D. Henning, President & CEO(teleconference)
D. O'leary, Vice President, Institutional Advancement (teleconference)
B. Moore-Garcia, Vice President, Education & Student Services
C. Sousa, Vice President, Finance & Administration
S. LeBlanc, Vice-President, People & Planning

Presenters: G. Gauthier, Dean of Instruction and Health Services/Acting Director of Technology Services

Guests: J. Pierce, Vohora & Co. Audit Team
K. Vohora, Vohora & Co. Auditor Team
J. Brown, Reporter, CFNR
J. Hrecka-Fee, Coordinator, Early Childhood Education

The OATH OF OFFICE was conducted for Rocque Berthiaume incoming faculty representative.

The MEETING was CALLED TO ORDER at 10:05 am.

1.0 ROUND TABLE INTRODUCTIONS were conducted.

2.0 PRESENTATIONS:

2.1 D. van Dyk provided a summary of the discussion during the Finance & Audit Committee meeting and introduced the Auditors: J. Pierce and K. Vohora, Vohora & Co.

2.2 G. Gauthier provided an overview of the departments and his areas of responsibility. As acting Director of Technology Services it was requested he provide the technology update as well.

TECHNOLOGY UPDATE (agenda item 6.1)

G. Gauthier provided an update of the technology projects in progress and completed.

3.0 TERRITORY ACKNOWLEDGEMENT occurred.

4.0 ADOPTION OF AGENDA

On the motion made by G. Wesley and seconded by D. van Dyk:
"THAT the agenda be adopted as presented."

MOTION CARRIED

5.0 MINUTES OF APRIL 19, 2013

On the motion made by D. van Dyk and seconded by C. Toews:

“THAT the Regular meeting minutes of APRIL 19, 2013 be accepted as presented.”

MOTION CARRIED

6.0 BUSINESS ARISING FROM REGULAR MINUTES

TECHNOLOGY UPDATE was provided during the presentations (section 2.2).

7.0 NEW BUSINESS

7.1 AUDITED FINANCIAL STATEMENTS OF FISCAL YEAR 2012/13

On the motion made by T. Euverman and seconded by G. Randhawa:

“THAT the Board of Governors approves the audited financial statements of fiscal year 2012/13 as presented.”

MOTION CARRIED

7.2 BUDGET 2013/14

D. van Dyk and C. Sousa provided a summary.

ACTION: revise the heading/name “English as a Second Language (ESL)” to reflect and describe more accurately the literacy programs the funding refers to.

On the motion made by D. van Dyk and seconded by G. Randhawa:

“THAT the Board of Governors approves the Budget for Fiscal Year 2013-2014 as presented.”

MOTION CARRIED

7.3 COLLECTIVE AGREEMENT AWU, CUPE AND FPSE

A summary was provided by S. LeBlanc.

On the motion made by G. Wesley and seconded by D. van Dyk:

“THAT the Board of Governors approves the 2010-2012 AWU/FPSE/CUPE collective agreement both local and common table.”

MOTION CARRIED

7.4 MASSET LEASE

C. Sousa provided a summary of the space selected for the campus.

On the motion made by D. van Dyk and seconded by C. Toews:

“THAT the Board approves Northwest Community College’s request to the Ministry of Advanced Education, Innovations and Technology (AEIT) to lease, for the Masset Campus, approximately 1000 square feet within the Tahayghen Elementary School at 2151 Tahayghen Drive, Masset, BC, for the period of July 1, 2013 to June 30, 2018.”

MOTION CARRIED

7.5 CONNECTING STRATEGIC GOALS TO INSTITUTIONAL ACCOUNTABILITY

B. Moore-Garcia highlighted the discussions of Education Council, First Nations Council, and Aboriginal Cultural Knowledge Advisory Committee (ACKAC) in setting their goals in terms of the Strategic Goal.

The question was posed to the Board, what are the goals of the Board? This was tabled for future discussion.

TABLED

8.0 COMMITTEE REPORTS

8.1 EXECUTIVE COMMITTEE (H. Pond)

A verbal report was provided.

8.2 EDUCATION COUNCIL (R. Riesen)

A report was circulated via email and in hard copy.

8.3 FINANCE & AUDIT COMMITTEE (D. van Dyk)

The committee meeting occurred prior to the Regular meeting; (Refer to 7.1 & 7.2).

8.4 FIRST NATIONS COUNCIL

A. Carlick sends his regrets.

8.5 POLICY REVIEW COMMITTEE (G. Wesley)

There were no policies to discuss; it was noted there is 1 policy to discuss at a future meeting in the presence of T. Thompson.

8.6 KEY PERFORMANCE INDICATORS (KPI) COMMITTEE (H. Pond)

A summary of the Committee was provided. A draft Terms of Reference was summarized and circulated.

On the motion made by G. Wesley and seconded by N. Collison:

“THAT the Board of Governors approves GP 8.6 Terms of Reference- Key Performance Indicators Committee as presented.”

MOTION CARRIED

ACTION: Adjust GP 8.0- Committee Structure to include the KPI Committee and review in the fall.
Review GP 8.0 during the Fall Board meeting

TABLED

9.0 PRESIDENT'S REPORT & ORGANIZATION PERFORMANCE

9.1 Monitoring Report (D. Henning)

These are the interim reports until we have fully established Key Performance Indicators (KPIs).

9.1 (a) Executive Limitations EL 12 Public Image

D. Henning summarized the monitoring report.

9.1 (b) Executive Limitations EL5 Budget/Financial Forecasting

D. Henning summarized the monitoring report.

9.1 (c) Ends E3 Fiscal Accountability

D. Henning noted this monitoring report was flagged and brought back specifically for policy provision #4 due to non-compliance.

The Educational Plan is in process, this is in compliance pending the document coming out in the Fall.

On the motion made by G. Randhawa and seconded by C. Morgan:

“THAT the Board approves Executive Limitations EL 12 Public Image, EL5 Budget/Financial Forecasting and Ends E3 Fiscal Accountability (Policy Provision #4) monitoring reports as presented.”

MOTION CARRIED

10.0 CONSENT AGENDA

There were no consent agenda items.

11.0 INFORMATION/CORRESPONDENCE

(D. Henning)The progress (and recent meeting focusing) on the strategic development of the Centre of Excellence in Mining was noted as a resounding success; NWCC is on the map in a very big way with regards to Mining and School of Exploration and Mining (SEM).

11.1 The **next meeting date** was summarized.

11.2 The **General Letter of Expectations (GLE)** was provided for information.

11.3 The **Dashboard summary** provides a great summary; the financial piece is missing.

ACTION: Add a financial piece to the dashboard summary.

12.0 ROUNDTABLE COMMUNITY REPORTS

There were no reports discussed.

13.0 On the motion made by D. van Dyk and seconded by N. Collison

"THAT the MEETING be ADJOURNED at 11:50 am (and moved into the In-Camera session)"

MOTION CARRIED



Recording Secretary

Laurel Payjack-Mohler

Date:



Board Chair Approval

Rhoda Witherly

Date: