

Regular MINUTES
September 27, 2013
Hazelton Campus

ATTENDANCE:

Board members: H. Pond D. van Dyk A. Carlick G. Randhawa
C. Toews T. Euverman R. Riesen C. Morgan
K. Chicoine C. Fielding R. Berthiaume

Regrets: R. Witherly N. Collison

Staff members: D. Henning, President & CEO
C. Sousa Vice-President, Finance & Administration
D. Stava, Registrar & Director of Institutional Research, FR NW Coast Art
A. McDougall, Executive Officer & Advisor to Office of the President
C. Williams, Executive Assistant, Board of Governors & to the President's Office
(Board Secretary)

Presenters: R. Saimoto, Regional Director, Smithers & Houston

ROUNDTABLE INTRODUCTIONS were conducted and the guests were introduced. K. Chicoine and C. Morgan were recognized as outgoing Student Representatives to Board, recognition gifts will be sent.

1.0 PRESENTATION:

1.1 R. Saimoto provided an overview of the Houston Community Learning Centre, a pilot project of NWCC.

2.0 The meeting was **CALLED TO ORDER** at 9:07 am.

TERRITORY ACKNOWLEDGEMENT occurred.

Point of order: approve the portion of the agenda pertaining to Board election prior to moving into the elections.

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

"THAT the agenda be adopted with the addition of 3.2 a) Election of Finance and Audit Committee Chair"

MOTION CARRIED

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

"That the two newly appointed Board of Governors, A. Carlick and C. Fielding can vote in the election and take the oath of office at the next meeting."

MOTION CARRIED

3.0 ELECTIONS

D. Stava, Registrar and Director, Institutional Research, assisted with the election process.

D. Stava read out the election policy.

3.1 Chair

D. Stava called three times for nominations for Chair, Board of Governors.

R. Witherly was nominated by G. Randhawa. There were no other nominations. R. Witherly accepted the nomination and was appointed by acclamation.

3.2 Vice Chair

D. Stava called three times for nominations for Vice Chair, Board of Governors.

H. Pond was nominated by G. Randhawa. There were no other nominations. H. Pond accepted the nomination and was appointed by acclamation.

3.2 a) Chair, Finance & Audit Committee

D. Stava called three times for nominations for Chair, Finance and Audit Committee, Board of Governors. T. Euverman nominated D. van Dyk as Chair, Finance & Audit Committee. There were no other nominations. D. van Dyk accepted the nomination and was appointed by acclamation.

3.2 b) Member at large on the Executive Committee

D. Stava called three times for nominations for Member at large on the Executive Committee, Board of Governors. T. Euverman nominated A. Carlick. There were no other nominations. A. Carlick accepted the nomination and was appointed by acclamation.

3.3 Policy Review Committee

D. van Dyk nominated T. Euverman, he declined. D. van Dyk nominated G. Randhawa, he declined. G. Randhawa nominated C. Fielding. There were no other nominations. C. Fielding accepted the nomination and was appointed by acclamation.

Elections were called to a close.

4.0 Adoption of Agenda

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

"That the agenda be adopted as presented."

MOTION CARRIED

5.0 Acceptance of Minutes, June 21, 2013

Correction to 6.3 to read: Northern Post-secondary Council

Correction to Board Member Attendance, remove R. Riesen from attending and indicate his regrets.

On the motion made by R. Riesen and seconded by D. van Dyk

"That the Regular meeting minutes of June 21, 2013 be accepted, with changes noted."

MOTION CARRIED

6.0 BUSINESS ARISING FROM MINUTES:

No business arising from the meeting minutes of June 21, 2013.

7.0 New Business:

7.1 Terrace Campus (D. Henning)

D. Henning provided an update on the 'Concept Building Report: Trades Building Modernization and Expansion (Waap Amgam – House of Cedar) & New Health Building' prepared by Stantec, which has been forwarded to the Board of Governors Executive Committee.

7.2 Mission Statement (D. Henning)

Priority Planning recognized the mission statement as being sound however expressed concern that the mission statement is too long. D. Henning sought direction from the Board of Governors on how to proceed moving forward.

Mission

Northwest Community College provides quality learning experiences that help prepare our students for successful, positive futures. We celebrate the diversity of our northern and First Nations populations and reflect this diversity in our programs, services and our workforce. We approach every interaction with respect and integrity and collaborate with our partners to meet the unique educational needs of our communities.

The Board of Governors opted to table the mission statement, but to include it as a consent agenda item for discussion at future Board meetings.

TABLED

7.3 Collective Agreements (S. LeBlanc)

S. LeBlanc presented a memo dated September 26, 2013 that provided an overview of the process and changes to the Collective Agreements for AWU/CUPE/FPSE.

On the motion made by R. Riesen and seconded by C. Toews.

“That the board of Governors approve the AWU/CUPE/FPSE 2012-2014 local and common collective Agreements.

MOTION CARRIED

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 in hard copy. The next meeting is scheduled for October 25, 2013.

8.3 FINANCE & AUDIT COMMITTEE (D. van Dyk)

The committee has not met; however, staff continues to provide updates to the Committee Chair.

8.4 FIRST NATIONS COUNCIL (FNC) (A. Carlick)

Nothing to report, the next meeting is scheduled for October 28, 2013.

8.5 POLICY REVIEW COMMITTEE (PRC) (D. Henning)

D. Henning provided an update, outlining that there will be four meetings this year and that as all the policies are new, they will require review. Additionally, the Policy Review Committee will review and update the NWCC bylaws.

8.6 Key Performance Indicators (KPI) Committee (H. Pond)

The Key Performance Indicators Outcomes Monitoring Timetable was included in the Board package and lists the KPI's identified by the Committee. H.Pond provided a summary of committee activity and noted that the next step involves an extraordinary Collaborative Administrative Team meeting October 29 to review the KPIs and identify data-driven measurables.

9.0 President's Report & Organization Performance

9.1 Monitoring Report (D. Henning)

It was noted monitoring reports are an interim reporting mechanism, once the KPIs are identified the monitoring reports will be replaced.

9.1 (a) Executive Limitations: General Executive Constraints (EL-1)

9.1 (b) Executive Limitations: Board Duties & President (EL-2)

9.1 (c) Executive Limitations: Budget and Financial Forecasting (EL-5)

9.1 (d) Executive Limitations: Financial Condition (EL-6)

On the Motion made by T. Euverman and seconded by G. Randhawa.

“THAT the Board accepts the President’s report & organizational performance report as presented.”

MOTION CARRIED

10.0 CONSENT AGENDA

There were no consent agenda items.

11.0 INFORMATION/CORRESPONDENCE

11.1 The next meeting dates were summarized.

11.2 Dashboard was circulated.

11.3 Lease Agreement- Masset Campus

11.4 Institutional Accountability Plan

11.5 Letter: Wilp Wilxo’oskwahl Nisga’a Institute and NWCC renewed agreement

11.6 Letter: Open textbook Project

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

“THAT the Board receives the information as presented.”

MOTION CARRIED

H. Pond left the meeting at 10:40; D. van Dyk took over as Chair.

20 minute Break

The meeting resumed at 11:04.

12.0 ROUNDTABLE/COMMUNITY REPORTS

Summaries of upcoming events within the communities were provided.

On the Motion made by T. Euverman and seconded by G. Randhawa.

“THAT the Board of Governors move In-Camera”

MOTION CARRIED

13.0 IN-CAMERA SESSION

The meeting moved into In-Camera at 11:17 am.

14.0 MEETING ADJOURNMENT

The meeting was **adjourned** at 11:54 am.

Recording Secretary

Cordelia Williams

Date: November 22, 2013

Board Chair Approval

Rhoda Witherly

Date: November 22, 2013