

REGULAR MEETING MINUTES

June 19, 2015

Room 186, Prince Rupert Campus

Board Members in attendance:

H. Pond, Chair	T. Euverman	D. Sanghera
R. Berthiaume	D. McKeever	S. Verblac
P. Bjorn	P. Michell	R. Wheadon
K. Burt	L. Praught	

Board Members absent:

D. Maurice-Magee	D. van Dyk
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Staff in Attendance:

J. Kohlman, Vice President, Education, Student Development & International
C. Sousa, Vice President, Finance & Administration
S. Zimmerman, Director, Communications & Public Relations
D. Stava, Interim Vice-President, Special Projects
L. Payjack-Mohler, Executive Assistant, Board of Governors'

Guest Presenters:

A. Rowse, Regional Director, Western Region

Members of the Public:

1.0 CALL TO ORDER & TERRITORY ACKNOWLEDGEMENT

The meeting was called to order at **10:19 am**. H. Pond welcomed everyone to the meeting and stated that the Northwest Community College's Board of Governors acknowledges the Tsimshian people of the Allied Tribes of Lax Kw'alaams and Metlakatla on whose traditional territory this meeting will take place.

2.0 ROUNDTABLE INTRODUCTIONS

Justin Kohlman, VP Education, Student Development and International was introduced. J. Kohlman provided a summary of his background along with his direction and focus for NWCC.

3.0 ADOPTION OF AGENDA

On the motion made by: R. Berthiaume and Seconded by: P. Bjorn:

"THAT the agenda be adopted with the addition of: English as a Second Language fees in 7.0 Business Arising."

CARRIED

4.0 PRESENTATIONS (10 min, 5 minute questions from the Board)

4.1 Western region update (A. Rowse)

A. Rowse provided an update on the Prince Rupert, Port Edward, and Haida Gwaii regions.

5.0 CONSENT AGENDA

There were no consent agenda items.

6.0 ACCEPTANCE OF REGULAR MINUTES, April 17, 2015

On the motion made by: S. Verblac and Seconded by R. Wheadon:

"THAT the Regular meeting minutes of April 17, 2015 be accepted as presented."

CARRIED

7.0 BUSINESS ARISING FROM REGULAR MINUTES

7.1 English as a Second Language (ESL) and Adult Basic Education (ABE) Tuition Fees (Presented at table)

K. Burt and D. Stava provided a summary. English as a Second Language (ESL) Program has the same fee structure as Career and College Preparation (CCP) also referred to as ABE (provincially). Tuition fees were discussed at the April Board meeting.

On the motion made by: P. Bjorn and Seconded by D. Sanghera:

“THAT NWCC Board of Governors approves the assessment of fees for the English as a Second Language (ESL) Program at NWCC effective September 2015. Tuition fees will be assessed at a rate of \$87.76 per credit hour. Tuition to be increased yearly by the maximum legislated amount.” (Consistent with other program offerings at NWCC). CARRIED

It was noted a review of previous meeting minutes and business arising items were reviewed; there are no outstanding items.

8.0 NEW BUSINESS:

8.1 Tax Payer Accountability Principles (K. Burt)

A summary of the principles was provided.

There were no questions.

8.2 2015/2016 Mandate Letter for NWCC (K. Burt)

The Mandate letter is signed by the Board of Governors annually; a summary was provided.

On the motion made by T. Euverman and seconded by D. Sanghera:

“THAT the Board of Governors sign the 2015/16 Mandate letter electronically.”

CARRIED

Administrative Shared Services were summarized.

8.3 Signing Authority (C. Sousa)

A summary of the revised authority was provided.

On the motion made by L. Praught and seconded by R. Wheadon:

“THAT the Board of Governors approves the cheque signing authority as outlined:

- i. Cheques in the amounts of **\$0 - \$200,000** shall be signed by any **two** of the following:
 - President
 - VP Finance & Administration
 - VP Education, Student Development & International
 - Chair, Board of Governors
 - Vice-Chair, Board of Governors
 - Chair, Finance & Audit Committee, Board of Governors
 - Terrace Community Member, Board of Governors
- ii. Cheques in the amount **over \$200,000** shall be signed by **one** of the following Administrators:
 - President
 - VP Finance & Administration
 - VP Education, Student Development & International

Plus one of the following Board of Governors members:

 - Chair, Board of Governors
 - Vice-Chair, Board of Governors
 - Chair, Finance & Audit Committee, Board of Governors
 - Terrace Community Member, Board of Governors

CARRIED

9.0 COMMITTEE REPORTS

9.1 Executive Committee

H. Pond summarized the assignment of committees at April 17th meeting.

ACTION: L. Praught is the interim Chair, Policy Review & Bylaw Committee, until the October elections; R. Wheadon will assist.

9.2 Education Council

D. McKeever noted the minutes of both the Board and the Education Council is online for review.

9.3 Finance & Audit Committee

i. Audited Financial statements

T. Euverman provided a summary of the Auditors presentation. A motion to recommend the approval of the audited statements was passed at the Finance & Audit committee meeting of June 18, 2015.

On the motion made by P. Bjorn and seconded by T. Euverman:

“THAT the Board of Governors approves the audited financial statements of fiscal year 2014/15 as presented.”

CARRIED

ii. Budget 2015/16

C. Sousa provided an update of the summary sheet handed out. There was acknowledgement of the union involvement and discussions.

On the motion made by: T. Euverman and Seconded by: P. Bjorn:

“THAT the Board of Governors approves the Budget for fiscal year 2015-16.”

CARRIED

There were no questions.

9.4 First Nations Council (FNC)

P. Michell provided a verbal report.

ACTION: FNC will provide a report to the Board at the next meeting regarding progress on the Stepping Stones document.

9.5 Policy Review Committee

A review of policies to address is underway.

9.6 Key Performance Indicators Committee

No information.

10.0 PRESIDENT’S REPORT

10.2 President’s Update

K. Burt provided a verbal update on the activities in the President’s office.

ACTION: An organization chart update will be provided at a future meeting.

11.0 INFORMATION/CORRESPONDENCE

11.1 NLC Letter regarding Presidential hiring process

This was discussed.

11.2 Statement on Board expenses media release

12.0 ROUNDTABLE COMMUNITY REPORTS

Ruth – Introduction to Trades at GM Dawson (Masset) occurred, the students excelled and turned into leaders in the community. Participants have a greater appreciation for math.

Devrie – Appreciative of conversations at the reception last night.

Dave- Competitors in the past years are commonly the universities. A former student came here to instruct Human Resources course and was involved in a University Program and now doing the course at NWCC again to ensure the academic content is fully learnt. This is interesting with the university program offerings elsewhere.

Herb- The draw for people out of urban centres is good jobs, trades jobs are good jobs. Trades are filled locally and then sourced out if needed, we are not worried is the feeling. But it is challenging to draw service and support related employees to our region. This is the challenge in remote and small communities.

Tom – Appointment vacancies is there an update? This is in progress is the message we have received.

Lucy- Value of education and understanding what education means. This is a game changer for NWCC. Working with First Nations communities and First Nations Council is very important.

Paul- Rebranding is ongoing work; pleased to have Justin Kohlman on board to address the enrollment issue. The rebranding piece is very important, to ensure growth and rebranding to suit we need to listen to the student population and First Nations Communities.

Priscilla – Appreciation for Rocque Berthiaume and the friend you are and work that you have done. Thank you for hearing my point.

Steven – Thank you for the concerns Priscilla has shared from FNC; Rocque was acknowledged for his work.

Rocque – Announcing his retirement and moving back to Australia where his wife is from. This is his last meeting of the Board. Field schools were very successful; there is an upcoming field school in Dease Lake. He participated in a Kutzamatin trip recently and saw 11 grizzly bears, other participants were international.

There is a reduction to University Credit due to low enrollment, this was important to address as it is not sustainable over a period of time and retrench and build from there. Ministry funds based on 36 people, we run based on 10 students regularly. Many of our programs are in good shape, waiting lists in several program areas. With the Budget the Q&A was very helpful; pleased to see a balanced budget. Unions working together and credit is given to Ken and Cathay.

Impressed by the Board, two former long-time Mayors as Chairs and members, we don't often have this. Constructive criticism is from those who are supporters of the College.

Acknowledge student success Steven Verblac and encourage to finish Degree. Students are why we are here, and as the thought and words of the good friend and colleague (late) Shelly Koopmans. Judy Thompson also a success story and graduate, she will be missed as well.

Rocque was acknowledged for his work and thanked for his commitment.

13.0 ADJOURNMENT

The meeting was adjourned at 12:11 pm.



Recording Secretary

For L. Payjack - Mohlher

Date:



Board Chair Approval (Chair)

Herb Pond

Date: