



Coast Mountain College serves six First Nations in Northwest British Columbia: Haida, Tsimshian, Nisga'a, Haisla, Gitksan, and Wet'suwet'en and acknowledges the traditional territories its campuses reside on.
We also collaborate with our close neighbors in the Tahltan Nation.

CMTN Board REGULAR MINUTES

Date: December 15, 2023

Time: 10:15am – 12:15pm

ATTENDANCE:

A. Cober, Chair	M. Denton	CJ Butcher
S. McPhail, Vice Chair	D. Smith	R. Riesen
Dr. L. Wayne	J. Wesley	M. Horner
A. Benson- McCarthy	Dr. T. Kunkel	
	M. Doyle	
	D. Allen	

Regrets:

D. McRae
M. Burrows
H. Singh
P. Michell

Presenters:

1. The meeting was **CALLED TO ORDER** at 10:19 with the Territorial Acknowledgement by S. McPhail, Board Vice Chair.
2. **Roundtable Introductions.**
3. **ADOPTION OF AGENDA** – A. Cober Chairing meeting at this point on.
On the motion made by D. Smith and seconded by H. Anjaria:
“THAT the December 15 Regular Agenda be adopted as presented.”

All in Favour

MOTION CARRIED

4. ACCEPTANCE OF DATE Regular Meeting Minutes

On the motion made by S. McPhail and seconded by A. Benson McCarthy:

“THAT the Regular meeting minutes of October 13th, 2023 be accepted as presented.”

All in Favour

MOTION CARRIED

With amendments:

- Section 8.5 – H. Anjuria – correct spelling
- Correct D. Allen’s name
- Alishia – Benson not Benton

5. PRESENTATIONS

5.1 International Student Supports -Dr. L. Waye

- Provided background (2016) to support sustainability of core programming.
- Reviewed agents used in India, Philippines, Mexico.
- Overview of pre-arrival and arrival supports:
 - Housing supports and advice. Providing pre-arrival information around on-campus housing and rentals at campus locations.
 - Student supports: LAS, Accessibilities, ELL Specialist, Online supports (WriteAway, TutorMe, AskAway), Ed. Advisors, Librarians.
 - Wellness supports: Here2Talk, Wellness Centre, varied food choices at café.
 - Financial assistance included 12 entrance awards (\$5,000) and seven internal awards.
 - Food banks and emergency grocery cards (Students’ Union and CMTN Foundation).
 - Continue to advocate for housing in PR and Smithers, as well as Phase 2 in Terrace.
 - Leaders in Action and FNACs offer cultural activities. Lending libraries for outdoor equipment, feasts, BBQs and community collaborations with settlement agencies.
- Career supports: Career fairs, online FAQs, WIL through COLT, workshops on work permits and immigration information, Outcome campus connect online work service.
 - Currently 16 employees are international student graduates or enrolled students.
- EARS to support early intervention for students.
- CARE team 27 front-line employees to support students in distress.
- Always more to be done.

5.2 Indigenization Update – B. O’Brien and A. McDougall

Bridie – Contact North BC Update:

- Overview of history of project.
- 2023 fourth year funding granted.
- Working on sustainability plan for future.
- Contracted Osier Consulting to develop the sustainability plan for existing centres and expansion within the North and other parts of BC.

Ali – Indigenous Services Updates:

- Received from the province Aboriginal Service Plan (ASP) funds annually to support Indigenous initiatives.
 - Previously ASP covered half the salary of the First Nations Access Coordinators and the Learning Transformation Specialist – Indigenization, but the President has moved those positions to base budget.
- First Nations Council approved the proposed budget for how to spend allocated money.
- First Nations Access Coordinators supporting events for students.
- Cultural awareness for staff includes training on Indigenization, Reconciliation, and de-colonizing curriculum.
- Re-matriation of totem pole was a recent event supported by Ali’s portfolio.

S. McPhail asked about de-colonization process at CMTN and evidence of this. B. O’Brien referenced the development of Wii Gyemsga Siwiliaawksat as an example.

- Bridie and Ali are involved in working with HR to Indigenize practices for Indigenous employees at CMTN.

5.3 QAPA Update – Dr. T. Kunkel

External review process of academic programs.

Occurs every 7 years.

January 2024 Ministry will visit CMTN to review QAPA report.

Ministry will provide recommendations for programs.

6. PRESIDENT’S REPORT

6.1 President’s Update

- Government and community relations:
 - Focus on building and growing government relations internationally to locally:
 - CICan – exploring expanding CMTN’s national role
 - Vice-Chair – Magnet Advisory Board
 - Invited to provide talk on role of mentorship in education at international conference
 - Provincial work with Ministry, CNC and UNBC
 - Smithers Chamber event, employee town hall, employee survey, leadership and mentorship training.
- Students:
 - Overview of recent student activities and upcoming activities.
- Know-How:
 - Contact North and Capital project overview.
- Internal Processes:
 - PSEA research participation asking how the bargaining process could be decolonized.
 - Policy process implemented.
 - Non-QAPA required programs going through review (LEAP/ASE).
- Financial Sustainability:
 - Predicted surplus.
 - Investment in employees, students, infrastructure, buffer for future.

7. NEW BUSINESS

7.1 M. Doyle reviewed Q2 update.

8. COMMITTEE REPORTS

8.1 Executive Committee, A. Cober Chair

November 24th Executive meeting

Submitted recommendations for Board members.

8.2 Education Council

No report

8.3 Finance and Audit Committee – D. McRae

Met November 14, 2024.

8.4 First Nations Council – P. Michell

No report.

8.5 Policy Review Committee – Dave Smith

Wellness Centre Policy

On the motion made by D. Smith and seconded by D. Allen:

“THAT the Wellness Centre Policy be accepted.

All in Favour

MOTION CARRIED

9. POLICIES

Conflict of Interest Policy

On the motion made by D. Smith and seconded by D. Allen:

“THAT the Conflict of Interest Policy be accepted.”

With amendment to 2.1 language includes “perceived conflict” to match 2.2

All in Favour

MOTION CARRIED

Update on Board ByLaws and polices to shelve this work right now and focus on cybersecurity polices.

10. INFORMATION/CORRESPONDENCE

1.1 Next Meeting February 9, 2024 venue will be virtual.

11. MEETING ADJOURNMENT

On the motion made by S. McPhail and seconded by M. Denton:

“THAT the Board adjourned the meeting.”

The meeting was adjourned at 11:58 AM.

Recording Secretary

P. Pryce

Date:

Board Chair Approval

A. Cober

Date: