



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: October 13, 2023

Time: 12:45

Venue: Room 122/24 Smithers Campus

ATTENDANCE:

Board members:	S. McPhail	M. Denton	G. Weary
	M. Doyle	D. Smith	P. Michell
	Dr. T. Kunkel	J. Wesley	A. Jonker
	P. Pryce	D. McRae	H. Singh
	Dr. L. Waye	M. Liddle	A. Benton-McCarthy
	D. Allen	R. Riesen	H. Anjaria

Regrets: M. Horner
CJ Butcher

Agenda Items:

1. The meeting was **Called to Order** at 12:51 with Territorial Acknowledgement by S. McPhail

2. **Roundtable Introductions.**

3. **ADOPTION OF AGENDA**

On the motion made by D. McRae and seconded by P. Michell:

“THAT the October 13th, 2023 Regular Agenda be adopted as presented.”

All in Favor

MOTION CARRIED

4. **ACCEPTANCE OF June 2, 2023 Regular Meeting Minutes**

On the motion made by R. Reisen and seconded by G. Weary:

“THAT the Regular meeting minutes of June 2, 2023 be accepted as presented.”

All in Favor

MOTION CARRIED

5. **PRESENTATIONS**

5.1 Accessibility Plan – T. Pryce

Overview of Accessibility Plan on website and CMTN commitments. CMTN is compliant with the Accessibility Act.

5.2 Strategic Plan Update – T. Kunkel

Key Points:

- Childcare
- Housing

Question raised about student awareness of policies and impact on them.

- H. Anjaria noted that Registrar addresses this topic in their Department Action Plan

Question raised about differences between campuses

- T. Kunkel noted that some are more community-focused, some more employee-focused, some more infrastructure – each area has different focus, which will inform future initiatives.

Question raised about “what is a strategic plan and why is it important”

- T. Kunkel provided an overview of relevance as a guide for institutions and fulfilling our mandate letter commitments.

5.3 Budget update – Q1 – M. Doyle

Overview of line items on Q1 Budget report in package

Lease – small allocation for space on Haida Gwaii

Ancillary Services and Investments provide revenue above tuition to support operations.

International is the largest of our non-base funding.

Wages are the college’s largest expense.

Question raised about international student safety given global state and Canada’s international relationships right now.

T. Kunkel provided a response around college services and committed to provide more information at December 15, 2023 Board meeting.

6. President’s Report – Dr. L. Waye

6.1 President’s Board Report – PPT presentation

Presentation around key messages to Ministry

- CMTN delivers on mandate letter and completed Wii Gyemsga Siwilaawksat in time and on budget.
- CMTN is innovative.

Highlights for September/October:

- Opening of Waap Sa’mn (Spruce building) – Honorable Minister Selina Robinson attended
- Attended Magnet Advisory Board (Toronto)
- Attended BC Colleges Council of Presidents (Vancouver)
- Attended Trades Training BC (Vancouver)
- Attended Public Sector Employers Association AGM (Vancouver)
- Attended Union of BC Municipalities (Vancouver) – mayors, town councils, ministry officials and college presidents to have a shared meeting space
- Attended Totem Pole repatriation in Lax Galts’ap
- Dr. L. Waye appointed:
 - Vice Chair – BC Colleges
 - Chair – Northern Post-Secondary President’s Council

Board discussion and recommended actions:

- A. Benton-McCarthy provided input and feedback around integrating more faculty and student field schools into local Indigenous events.
- M. Denton shared information about an Indigenous Feast occurring in Prince Rupert in October which is open to public.

Suggestions from Board to ensure these types of events are posted on CMTN website for community to know about them.

6.2 Mandate Letter

Overview of key points

Institutional Accountability report aligns with the mandate letter. It informs what the Board should be keeping an eye out for CMTN achieving.

Action – send President’s PPT to Board members.

Board comments highlight concern and interest around providing support for International students and ensuring housing etc. is equitable.

December Board Agenda item – International Supports – mental health and care, housing and government subsidizing host families, housing international students.

7. New Business

None at this time

8. Committee Reports

8.1 Executive Committee & Chair’s Report – S. McPhail

Highlights:

Presenting at Provincial group of Board Chairs to share decolonization initiatives; will update CMTN in December.

International student care and lengthy CABRO process part of Board Chair discussions.

Cyber security topic of focus for Board Chairs.

Attended opening of Gidimt’en Feast Hall.

Attended Executive Policy Committee meeting – quorum not achieved

Attended CMTN Foundation meeting

Welcoming new Board members

8.2 Education Council – G. Weary

Presented approved Student Bursary and Award Policy

On the motion made by D. McRae and seconded by A. Jonker:

“That the Board accept recommendations as noted in the EdCo package.”

D. Smith called question

All in Favor

MOTION CARRIED

Elections for student seats completed:

Two EdCo seats have been filled

EdCo student members need to be on at least one committee

Articulation of courses is ongoing

Action item – idea of non-credit courses going through EdCo

8.3 Finance & Audit Committee – D. McRae

Sept 20th meeting to review Q1 statement

Recommendation came through to accept Q1

On the motion made by M. Denton and seconded by D. Smith:

“That the Board of Governors receive and accept first quarter of Finance and Audit Report as presented”

All in Favor

MOTION CARRIED

8.4 First Nations Council – P. Michell

No meeting to date

No report

8.5 Policy Review Committee – D. Smith

Recommendation to move the Work from Home Policy through Board.

On the motion made by D. McRae and seconded by H. Anjaria:

“That the Board of Governors accept the *Work from Home policy* as presented.”

M. Denton called Question

All in Favor

MOTION CARRIED

D. Smith provided overview of Board Policies and Bylaws.

D. Smith submitted request for input from the Board to develop our By Laws to be compliant with Colleges and Institutes Act.

Board executive approved Policy Committee to research options for internal and external support and bring forward at next Board meeting (December 15th, 2023).

D. Allen offered to support and advise the policy committee, particularly around vetting a lawyer if needed for Bylaw review.

A. Jonker stepped out of Policy Committee to allow D. Allen to step in due to area of expertise.

New Board membership on Policy Committee:

D. Smith

D. Allen

M. Horner

H. Anjaria

R. Reisen

A. Benton-McCarthy

9. INFORMATION/CORRESPONDENCE

9.1 Next Meeting:

- December 15, 2023
- Venue: BlueJeans

10. MEETING ADJOURNMENT

On the motion made by M. Denton and seconded by H. Anjaria:

“THAT the Board adjourn the meeting.”

All in Favor

The meeting was adjourned at 2:42 PM.

MOTION CARRIED

Recording Secretary

P. Pryce

Date: October 13, 2023

Board Chair Approval

Date: