

COAST MOUNTAIN COLLEGE BOARD OF GOVERNORS REGULAR MEETING MINUTES

February 21, 2025, 10:00am-12:00pm
Via Kaltura Video Conferencing

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

Attendance

A. Callaghan, Order-in-Council – July 31, 2025
A. Cober, Board Chair – July 31, 2025
A. Smith, Order-in-Council – July 31, 2025
B. Markert, Order-in-Council – July 31, 2026
D. Allen, Order-in-Council – July 31, 2026
Dr. L. Waye, President & CEO
H. Anjaria, Staff Elect – September 1, 2025
J. Singh, Student Elect – August 31, 2025
C. Williamson, Education Council Vice- Chair - Proxy
M. Horner, Order-in-Council – July 31, 2025
M. Mehr, Order-in-Council – July 31, 2026
N. Jamieson, Order-in-Council – July 31, 2026
P. Mitchell, First Nations Council Chair
R. Riesen, Faculty Elect – March 1, 2026
T. Onuora, Order-in-Council – July 31, 2025

Regrets

A. Benson, Student Elect – August 31, 2025
C. Butcher, Order-in-Council – July 31, 2026

Guests

A. Kang, Acting Director, President's Office
Dr. T. Kunkel, Vice President, Academic, Students & International
M. Doyle, Vice President, Corporate Services & CFO

<p>1.0 Call to Order & Territorial Acknowledgement</p> <p>The Board Chair, A. Cober called the meeting to order at 10:00am.</p> <p>A round table of introductions was held.</p>	<p><i>For Action</i></p>
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<p>2.0 Adoption of the February 21, 2025, Board Regular Meeting Agenda</p> <p>On the motion made by M. Horner and seconded by B. Markert</p> <p>Motion: That the February 21, 2025, Board Regular Meeting agenda be adopted as presented.</p>	<p><i>Motion Carried</i></p>
<p>3.0 Adoption of the October 25, 2024, Board Regular Meeting Minutes</p> <p>On the motion made by A. Callaghan and seconded by B. Markert</p> <p>Motion: That the October 25, 2024, Board Regular meeting minutes be adopted as presented.</p>	<p><i>Motion Carried</i></p>
<p><i>New Business</i></p>	
<p>4.0 President’s Report to the Board – President & CEO, Dr. L. Waye</p> <p>Dr. L. Waye shared a President’s Board Report presentation.</p> <ul style="list-style-type: none"> • Current Context: the economy <ul style="list-style-type: none"> ○ Tariffs, job losses in BC, provincial deficit, college enrolments when the economy is down, and fast-tracked projects • International student enrolment <ul style="list-style-type: none"> ○ Students are choosing different programs based on post-graduate work permit (PGWP) eligibility • Impacts of IRCC changes on international student application numbers (September 1-February 5) <ul style="list-style-type: none"> ○ Fall 2024 applications in 23 weeks – 450 ○ Fall 2024 applications in 23 weeks – 74 • Domestic and Indigenous student applications <ul style="list-style-type: none"> ○ Fall 2024 – 188 applications (as of February 8th) ○ Fall 2025 – 290 applications (as of February 8th) • Financial Situation: An overview <ul style="list-style-type: none"> ○ We have been able to keep courses and programs open due to international student enrolment ○ We have balanced our budget with international student tuition revenue 	<p><i>For Information</i></p>

<ul style="list-style-type: none"> ○ Our approach: <ul style="list-style-type: none"> ▪ “wait and see” approach to keep programs open for September enrolments <ul style="list-style-type: none"> • layoffs in October to balance the budget for 2026/2027 ▪ Invest, trim and grow initiative ○ Waiting on: <ul style="list-style-type: none"> ▪ Formal approval to run a deficit budget next year ▪ Base budget amount ▪ New mandate letter <p>4.1 Conclusion of Contact North BC project</p> <p>Dr. L. Waye noted that in early January she, Dr. T. Kunkel and B. O’Brien were notified that the Ministry made the decision to end the funding for the Contact North BC pilot project effective March 31, 2025. This is fundamentally a Ministry funding decision.</p> <p>Over the past five years, the Contact North BC pilot project supported more than 4,500 students to register in more than 13,000 courses and programs. The project’s success demonstrated the types of additional support services that are needed to help students and communities increase access to online education and training.</p>	<p><i>For Information</i></p>
<p>5.0 Chair’s Report to the Board – Board Chair, A. Cober</p> <p>Th Board Chair, A. Cober noted that during the Closed Door meeting on February 21st, the Board approved the indefinite term amendment to the President & CEO contract.</p>	<p><i>For Information</i></p>
<p>6.0 Finance & Audit Committee Report to the Board – M. Mehr</p> <p>The Finance and Audit Committee Chair, M. Mehr noted that the committee met on January 27th and reviewed the Q3 statement of operations.</p> <ul style="list-style-type: none"> • CMTN is operating at an approximate \$3.8 million surplus. • Operating expenses such as service contracts have been expensive but this is to put the college in a better position for future years. • Operating expenses such as building and equipment expenses are higher to prepare for future years. <p>M. Mehr noted that there will be an impact next fiscal and this may result in difficult decisions which the executive is prepared to handle.</p>	<p><i>For Information</i></p>
<p>6.1 Northern Learner’s Entrance Award</p>	<p><i>Motion Carried</i></p>

<p>On the motion made by the Finance & Audit Committee Chair and seconded by M. Horner</p> <p>Motion: That \$250,000 is moved to the CMTN Foundation for the creation of a pilot two-year domestic Northern Learner's Entrance Award.</p> <p>The Board Chair, A. Cober noted that this is not an unusual ask. The Northern Learner Award as being proposed to be approved with the same structure as the EPBL fund, which the Board previously approved.</p> <p>M. Mehr noted that a lot of high school students can benefit from this award.</p> <p>Y. Koerner noted this award is being offered to 22 high schools in the region. The feedback has been positive and 4 schools have submitted nominations. This is attracting top students from a lot of schools.</p>	
<p>7.0 Policy Review Committee Report to the Board – D. Allen</p> <p>The Policy Review Committee Chair, D. Allen noted that a committee meeting was scheduled for January 24th but was cancelled due to changes within the organization. A. Kang has stepped into the Acting Director role and is projected to bring forward three policies to the March 14th committee meeting.</p>	<p><i>For Information</i></p>
<p>8.0 First Nations Council Report to the Board – P. Michell</p> <p>The First Nations Council Chair, P. Michell noted that FNC last met in November, but she was not present. FNC is focusing on their terms of reference and the Stepping Stones document. The Stepping Stones document outlines achievements, goals and objectives for the coming year.</p>	<p><i>For Information</i></p>
<p>9.0 Education Council Report to the Board – C. Williamson</p> <p>The Education Council Vice-Chair, C. Williamson shared an EdCo report on behalf of M. Burrows.</p> <ul style="list-style-type: none"> • 19 courses have been approved by EdCo • 2 programs have been approved by EdCo 	<p><i>For Information</i></p>
<p>10.0 Presentations</p> <p>10.1 International Strategic Plan Updates – T. Kunkel On the motion made by A. Callaghan and seconded by M. Horner</p>	<p><i>Motion Carried</i></p>

Motion: That the Board approves the International Education Strategic Plan as amended.

Dr. T. Kunkel noted that she is presenting on behalf of H. Bastin.

Update to the previously approved plan:

- Submission to the Ministry (PSFS) by March 31, 2025 and published to the CMTN website.
- Same four goals
 - Increasing classroom diversity
 - Continued focus on student success
 - Program alignment to labour market needs
 - Expanding outbound international education
- Additions
 - President's statement of commitment
 - Expanded overview
 - More details on the college's approach to student wellbeing and support services

10.2 2025/2026 Fiscal Outlook – M. Doyle

M. Doyle presented the International Student Revenue document.

M. Doyle noted that the one big change this fiscal will be the international student tuition revenue.

Needed for balanced budget - \$5,000,000
 Projected fiscal 2026 - \$2,750,000
 Shortfall - \$2,250,000

M. Doyle notes that everyone is a recruiter; this is something we all need to do.

10.3 2025/2026 Student Outlook – T. Kunkel

Dr. T. Kunkel presented a 2025/2026 student outlook.

- As of February 14, 2025, we are at 332 domestic student applications for Fall 2025 academic programs.
- As of February 14, 2025, we are at 102 international student applications for Fall 2025 academic programs.
- International Students:
 - Provincial PALs: Fewer allocation to colleges
 - Fewer college programs eligible for PGWP

For Information

For Information

<ul style="list-style-type: none"> • Domestic Students: <ul style="list-style-type: none"> ○ Increase in dual credit programs ○ Increase in micro-credential courses and programs ○ Different program mix for campuses • For 2025/2026 projections: <ul style="list-style-type: none"> ○ A downward trend in international enrolment ○ New program mix for campuses ○ Increase in domestic student enrolment 	
<p>11.0 Order-in-Council and Elected Board Member Only Discussion</p>	<p><i>For Information</i></p>
<p>12.0 Meeting adjournment</p> <p>On completion of the agenda, the Board Chair, A. Cober declared the meeting adjourned at 11:29am.</p>	<p><i>For Action</i></p>

