

Regular MINUTES June 21, 2013 Terrace Campus

ATTENDANCE:

Board members: R. Witherly, Chair D. van Dyk G. Wesley
G. Randhawa C. Toews T. Euverman
R. Riesen C. Morgan K. Chicoine
L. Payjack-Mohler (Recording Secretary)

Regrets: N. Collison R. Berthiaume A. Carlick
H. Pond

Staff members: D. Henning, President & CEO
C. Sousa Vice-P resident, Finance & Administration

Presenters: L. Gowen, Manager Continuing Education & Workforce Training
K. Swain, Region Contract Officer
K. McMurray, Program Officer
I. Price, Manager Student Services
R. Saimoto, Interim Dean of Instruction (Teleconference)

Guests: J. Hrecka-Fee, Coordinator, Early Childhood Education

1.0 ROUNDTABLE INTRODUCTIONS were conducted and the guests were introduced.

2.0 PRESENTATION:

2.1 L. Gowen, K. Swain, K. McMurray provided an overview of the departments and their areas of responsibility. Successes within the Trades program were highlighted.

2.2 I. Price summarized options for organized sport offerings to students; potential partnerships with existing facilities and discounted inclusive passes with transportation through BC Transit were potential options discussed. A handout was circulated and summarized.

3.0 The meeting was **CALLED TO ORDER** at 9:35 am.
TERRITORY ACKNOWLEDGEMENT occurred.

4.0 ADOPTION OF AGENDA:

On the motion made by T. Euverman and seconded by C. Morgan:
"THAT the agenda be adopted as presented."

MOTION CARRIED

5.0 ACCEPTANCE OF MAY 24, 2013 MINUTES:

On the motion made by G. Wesley and seconded by K. Chicoine:
"THAT the Regular meeting minutes of May 24, 2013 be accepted as presented."

MOTION CARRIED

6.0 BUSINESS ARISING OF MINUTES:

6.1 SPORTS OFFERINGS FOR STUDENTS

ACTION: Review options for gym offering to NWCC students.

On the motion made by D. van Dyk and seconded by G. Randhawa:

“THAT the Board ask that Administration work with other community organizations and the outcome be reported in the 2013/14 report. ”

MOTION CARRIED

6.2 GOVERNANCE PROCESS POLICY:

1. **GP 8.0 BOARD COMMITTEE STRUCTURE**
2. **GP 12.0 BOARD OF GOVERNORS LINKAGE WITH OWNERSHIP**

ACTION: Discuss the policies GP 8.0 at the September 2013 meeting; GP 12.0 to be reviewed with T. Thompson during the Fall Governance Session.

ACTION: L. Payjack-Mohler to prepare an internal list of ‘tabled’ and pending agenda items and capture within an internal list rather than track as ‘tabled items’.

6.3 BUSINESS ADMINISTRATION PROGRAM/NORTHERN POST-SECONDARY

D. Henning provided an update.

6.4 CONNECTING STRATEGIC GOALS TO INSTITUTIONAL ACCOUNTABILITY (B.Moore-Garcia)

B. Moore-Garcia sent regrets. Each department is identifying goals that tie into the Strategic and Education Plans.

TABLED

7.1 RESEARCH POLICIES: NATIONAL SCIENCES AND ENGINEERING RESEARCH COUNCIL (NSERC)

R. Saimoto summarized the policies and process for obtaining NSERC eligibility.

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

“THAT the Board of Governors approves the Research Policies:

1.Integrity in Research and 2. Research Involving Humans as presented.”

MOTION CARRIED

ACTION: L. Payjack-Mohler to provide Board motion to R. Saimoto for inclusion in the NSERC application.

7.2 Board meetings Schedule- 2013/14

R. Witherly summarized the document is for information; the budget is considered when planning and locations may change.

ACTION: Board members, please note the dates in your respective calendars.

7.3 HOUSTON LEARNING CENTRE (R. SAIMOTO)

A presentation will be scheduled for an upcoming Board meeting. **TABLED**

8.0 COMMITTEE REPORTS

8.1 EXECUTIVE COMMITTEE (R. Witherly)

A verbal report was provided.

8.2 EDUCATION COUNCIL (R. Riesen)

A report was circulated in hard copy.

8.3 FINANCE & AUDIT COMMITTEE (D. van Dyk)

The committee has not met since May; however staff continue to provide updates to the Committee Chair.

8.4 FIRST NATIONS COUNCIL (FNC)

A. Carlick sent his regrets.

8.5 POLICY REVIEW COMMITTEE (PRC) (G. Wesley)

Upcoming vacancy will include Chair of Committee, as G. Wesley's appointment is expiring. The Committee has not met since May.

ACTION: At September Annual General Meeting:

1. Discuss vacancy of Committee Chair
2. Governance Process Policy, Executive Committee indicates 1 additional community member to be added to the Committee.

8.6 Key Performance Indicators (KPI) Committee

H.Pond sent regrets. C. Toews provided a summary of the last Committee meeting held on June 19. The Committee is planning to bring the full document with all KPIs identified to the September Board meeting.

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) Ends Mission

D. Henning summarized the monitoring report.

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

"That the Board approves Ends Mission monitoring 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. This will be a regular insert in the Board meeting package.

12.0 ROUNDTABLE/COMMUNITY REPORTS

Summaries of upcoming events within the communities were provided.

Partnership developments relating to Coastal Pathways was summarized.

13.0 IN-CAMERA SESSION

The meeting moved into In-Camera at 10:55 am.

14.0 MEETING ADJOURNMENT

The meeting was **adjourned** at 11:20 am.

Recognition of Outgoing Members

K. Chrysler and G. Wesley were recognized for their long service on the Board with a certificate and gift; a recognition luncheon followed.



Recording Secretary

Laurel Payjack-Mohler

Date: September 27, 2013



Board Chair Approval

Rhoda Witherly

Date: September 27, 2013