

Regular MINUTES February 26, 2016 Room 208, Terrace Campus

ATTENDANCE:

Board members:

H. Pond, Chair	P. Bjorn	T. Euverman
D. Louis	R. Reisen	J. Ross
A. Ruiz	D. Sanghera	A. Azak

Regrets:

W. Parmar	L. Praught	D. van Dyk
B. McRae	E. Dusdal	D. McKeever

Staff members:

- K. Burt, President & CEO
- K. Clarke, Director of Facilities and Ancillary Services
- H. Bastin, Director of Communications and Public Affairs
- J. Kohlman, Vice President Academic & Student Development
- S. Salem, Registrar, Director of Institutional Research
- D. Try, Dean of Instruction (Interim)
- S. Johnson, Executive Assistant to the Board of Governors/Presidents Office

Presenters: Kerry Clarke, Director of Facilities and Ancillary Services

1.0 The meeting was **CALLED TO ORDER** at 9:03 AM

TERRITORY ACKNOWLEDGEMENT

Northwest Community College's Board of Governors acknowledges the Tsimshian people of Kitsumkalum, especially the Laxgibuu Clan on whose traditional territory this meeting will take place.

2. Oath of office for Arthur Azak

Read by H. Pond and A. Azak

3.0 Roundtable Introductions

All members of Board and Staff introduced themselves.

4.0 PRESENTATION:

Alertus Emergency Notifications presented by: K. Clarke

The Alertus system is used in case of emergency and if there is major weather emergencies to alert staff not to come to work. Along with the system there will be strategically placed panic buttons to alert all on campuses.

Desiree Louis arrived 9:24 AM

5.0 ADOPTION OF AGENDA February 26, 2016

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

"THAT the agenda be adopted as presented."

MOTION CARRIED

6. Consent Agenda
No consent agenda

7.0 ACCEPTANCE OF December 11, 2016 Regular Meeting Minutes

On the motion made by T. Euverman and Seconded by R. Reisen:

“THAT the Regular meeting minutes of (date) be accepted as presented.” Friendly amendments

MOTION CARRIED

8.0 BUSINESS ARISING FROM MINUTES:

8.1 Branding

Justin: We have kicked off a positioning exercise. Heather has been working with Academica the have taken over market research and surveying different audiences/First Nations members. All data is being gathered the first report is expected as the end of March, then information would go back out to communities for comments on report. Another not were other colleges are we are trying to fit within that group.

8.2 International Update

Justin: BCCEI background a previous meeting an international plan was presented to the Board. Government hired this group BCCEI to talk to communities, students and staff. Final draft back this week, they will bring back a more polished report next week. Once report is final we can go back to government with the report to request international education funding. Stephen looking into the admission standards for international students.

Ken: There are demographics from other campuses in the report, history of this international education is fundamental to institutions, for the resources to each institution. BCCEI draft report confirmed our proposal for international education is viable. Joining the city of Terrace to tour China, and meet with sister city of Terrace to propose their students to attend college here at NWCC.

8.3 Facilities Report

Facilities report presentation by K. Clarke:

Reto: Of the 4.7 million of funds how much out of budget was from last year?

Kerry: None of the budgeted funds from last year, all the grants received from government are targeted funding used for capital projects only.

Ken: We do have capital costs in our budget noted, but note all the extra capital projects are separately funded from the government.

9.1 Tuition and Fees Report – Stephen Salem

A. 2% Tuition Increase for fiscal year 2016/17

On the motion made by J. Ross and Seconded by D. Sanghera:

“That the student tuition be increased by the maximum legislated amount, which is 2%, for the 2016/17 fiscal year.”

MOTION CARRIED

B. Academic Appeal Fee

S. Salem presented a proposal of a \$25 semi–refundable formal academic appeal fee.

Discussion on a formal appeal.

On the motion made by T. Euverman and Seconded by J. Ross:

“That the board accepts the presented proposal of the \$25.00 semi-refundable fee for students requesting a formal academic appeal.”

MOTION CARRIED

C. Application Fee

S. Salem presented a proposal of a \$25 application fee

On the motion made by J. Ross and Seconded by D. Louis:

“THAT the Board accept the \$25 application fee that will be credited towards a student(s) successful registration.”

MOTION CARRIED

9.2 Budget 2016/17 -

Budget 2016/17 presented by: J. Kohlman

Devrie: The Trades trailer how is it working out?

Justin: The mobile training trailer is working out great.

Devrie: Partnerships is there an opportunity to partner with Kitimat?

Justin: Something that we can look into, the Idea is to have the mobile trailer in Kitimat Village when needed.

Paul: There is an opportunity to work with KVI.

Reto: In regards to Kitimat campus if there is a chance to open again, please send a message to other departments.

On the motion made by J. Ross and Seconded by T. Euverman:

“THAT the Board accept the Budget of 2016/17 as presented.”

MOTION CARRIED

9.3 Enrollment Report – Stephen Salem

Enrollment Report presented by S. Salem

Enrolment Report Winter 2016 package has been provided to the Board.

ACTION: Sophia to send the Enrolment Report Winter 2016 to all board members.

10.0 COMMITTEE REPORTS

10.1 Executive Committee

Herb: Everything that has happened in the Executive has been brought to this table.

10.2 Education Council

Report provided late by: D. McKeever

ACTION: Sophia to send the Education Council report to all board members.

10.3 Finance and Audit Committee

Report unavailable

Institutional Performance is part of this committee, no meeting to date.

10.4 First Nations Council

Report unavailable by Barb McRae

Art Azak: In regards to the Longhouse, a plan was presented at the last meeting and it was good information to see.

There is a lot of misconception of the long house use, feasibility plan was planned and presented.

10.5 Policy Review Committee

NO meeting scheduled at this time

10.6 New Futures committee

No report, this new committee will open new opportunities.

11.0 PRESIDENT’S REPORT

11.1 President’s Update

A report was provided by K. Burt.

Highlights mentioned:

1. One hundred thousand to build business case FOR replacing all the student housing on campus new 200 bed facility, once going through the business plan submit to government.
2. Completion of the new Student Services area
3. Human resources – for two years not a complete human resources staff; now have fully staffed HR department.
4. First donor recognition dinner, was great success
- 5 Letter today from a Haida student that received a bursary and was very thankful.

MEETING ADJOURNMENT tom john carried

The meeting was **adjourned at:** 11:25 AM

Recording Secretary

Sophia Johnson

Date:

Board Chair Approval (Chair)

H. Pond

Date: