



CMTN Board REGULAR MINUTES

Friday, April 3/2020

Video/Teleconference Meeting

ATTENDANCE:

Board Members:	Nicole Halbauer, Chair	E. Dusdal D. Smith	D. McKeever K. McMurray
	David Try, Vice Chair	J. Wesley D. McRae	C. Ollenberger J. Kohlman
	S. McPhail	M. Denton	D. Boparai

Regrets: D. Boparai

Staff members: M. Doyle, VP Corporate Services
L. Waye, VP Academic, Student Services & International
K. Quibell, Executive Assistant to the Board of Governors/Presidents Office

1. The meeting was **CALLED TO ORDER** at 8.37AM by Chair including Territorial Acknowledgement.
2. **SWEARING IN CEREMONY** – Student Elect Board Member Christopher Blois was sworn in by the N. Halbauer, Board Chair. The table welcomes the newest member to the table.

3. ROUNDTABLE INTRODUCTIONS

4. ADOPTION OF AGENDA

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

“THAT the April 3, 2020 Regular Agenda be adopted as presented.”

All in Favor-

MOTION CARRIED

5.0 ACCEPTANCE OF February 7, 2020 REGULAR Meeting Minutes

On the motion made by D. McRae and seconded by C. Ollenberger:

“THAT the Regular meeting minutes of February 7, 2020 be accepted as presented.”

All in Favor

MOTION CARRIED

6.0 PRESIDENT’S REPORT

6.1 President’s Written Report to Board – J. Kohlman

Noted changes since the report was provided to Board:

- Ministry informed us of grants issued next week and that the upcoming budget will be the same.
- Contact North has been approved and receive \$1.5 million by the Ministry in order to work with us in the North. This is good timing for us as it will help us provide services in the North. Tina from Contact North, Bill Dow and Bridie O’Brien will reach out to all communities listed in the proposal and if they are still interested in working with CMTN for the three- year pilot.

Asked that Board members share with communities to advise them of the approval and if they would like to join.

7.0 NEW BUSINESS

7.1 COVID19 Discussion – J. Kohlman

Our CMTN team has come together to help deliver and keep operations going. All students so far seem to be satisfied given the circumstances. Reality is now setting in as far as mental stress from both students, staff and faculty that we need to be aware of.

- Enrollments all on-line now.
- We now need to start thinking about the Fall so that we are prepared. Going to Unions/Staff/Faculty to discuss how we prepare for alternate options of delivery. There is some financial implications for going to alternate deliver and we do need to discuss and look at that so we can figure out which way is the best way forward.
- A small number of students are still in housing and they have been advised that they will be allowed to stay unless CMTN is asked by Northern Health to use this space as emergency housing. We are helping NH wherever we can by providing supplies.
- The Board appreciates all the communication from CMTN and how well Sarah Zimmerman and the Communications Team have been doing to keep information flowing.

7.2 Five Year Major Capital Plan Approval – M. Doyle

The Finance and Audit Committee met via teleconference to discuss five-year draft capital plan and budget.

Discussion at table:

- CMTN / UNBC Learning Centre Item that is not approved or allocated for but current have on capital plan for future and was also on the last five year capital plan.

On a Motion by E. Dusdal and seconded by D. McRae:

“TO accept and approve the Five-year capital plan as presented.”

All in Favor –

MOTION CARRIED

7.3 Budget Approval – M. Doyle

It is noted that this is a pre-COVID19 budget and will need to be revisited at a later date as time moves forward. M. Doyle will provide an update to the board when we have more information.

Discussion at table:

- Ministry advised all Colleges to move ahead with their budgets as there is more information coming in future.
- Janitorial services increased due to having a new Trades building which means an increased footprint requiring going out to bid and having a new janitorial service.
- The budget is mandated by Government to pass a budget every year at this time and this is the same for every College.
- The budget does not change without Board approval.

On a motion by E. Dusdal and seconded by M. Denton:

“TO accept and approve the budget as presented.”

All in Favor –

MOTION CARRIED

7.4 Mandate Letter – J. Kohlman

Noted that the CMTN Board Chair may sign on behalf of the entire board. This was a change from last year’s procedure.

No major changes in the letter with the exception of more focus on dual-credit (working with high schools) which is a good change moving forward.

Discussion at table:

- Is there anything that we are required to do for this mandate letter in regards to COVID19 around new and upcoming programing. CMTN does a report back to the Ministry done by S. Salem regarding how we have addressed the items in the mandate letter. The accountability report does come back to the board for their approval and information.
- The strategic plan would address the changes that CMTN needs to make due to COVID19.

On a motion made by D. Try and seconded by D. McRae:

“THAT the CMTN Board Chair to Sign the mandate letter on behalf of Board.”

All in Favor –

MOTION CARRIED

8.0 COMMUNITY REPORTS –

8.1 Executive Report – N. Halbauer

The Board Chair noted that she was truly impressed with CMTN executive team and how CMTN has dealt with the changes that COVID19 has brought. Information has been well flowing to everyone!

8.2 Education Council – Dave McKeever

Written report provided to the Board.

Thank Nicole for attending EdCo on Feb. 21st to discuss UNDRIP and Truth and Reconciliation.

D. McKeever would like to commend Regan Sibbald to have a college course to transfer to a University Degree.

Three Items for Board: MOTIONS (3)

Discontinuation of Special Education Program:

Motion made by Dave Smith

Seconded by Carla

All in Favor –

MOTION CARRIED

Approve Educational Assistance Program

Motion made by Dave Smith

Seconded by Mary

All in Favor –

MOTION CARRIED

Approval of the Bricklayer Foundation Program & the Bricklayer Certificate Program

Motion made by Dave Smith

Seconded by Shannon

All in Favor –

MOTION CARRIED

8.3 Finance & Audit – Ernie

Met on March 31/20 to review capital plan and budget

8.4 First Nations Council – Not in attendance

8.5 Policy Review Committee – D. Try

The Policy Committee did not meet and documents were sent to the committee to bring forward to the next Board meeting.

9.0 INFORMATION / CORRESPONDENCE

9.1 Next Board Meeting – June 11th/12th 2020

The table discusses that the June meeting may be on-line as well and we should be able to have a full meeting via Blue Jeans.

Discussion at table:

Roundtable on how the medium is working for the Board in regards to communication.

10.0 MEETING ADJOURNMENT

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

“THAT the Board adjourned the meeting.”

The meeting was adjourned at 9.59AM

Recording Secretary

Kimberly Quibell

Date:

Board Chair Approval

N. Halbauer

Date: