

## COAST MOUNTAIN COLLEGE BOARD OF GOVERNORS REGULAR MEETING MINUTES

**Friday, February 9, 2024**

Via BlueJeans

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.

To be Approved:

### IN ATTENDANCE

#### Board Members

A. Cober, Board Chair - July 31, 2025
S. McPhail, Board Vice-Chair - July 31, 2024
CJ Butcher, Community Appointed - July 31, 2024
D. Smith, Community Appointed - July 31, 2024
J. Wesley, Community Appointed - July 31, 2024
M. Horner, Community Appointed - July 31, 2024
P. Michell, First Nations Chair - June 30, 2024
M. Burrows, Education Council Chair- April 28, 2024
A. Benson-McCarthy, Student Elect- August 31, 2024
H. Singh, Student Elected- August 31, 2024
H. Anjaria, Staff Elect - August 31, 2024
R. Riesen, Faculty Elect - April 9, 2024

#### Administration

Dr. L. Waye, President & CEO
Dr. T. Kunkel, Vice President Academic, Students & International
M. Doyle, Vice President, Corporate Services
E. Allen, Director, President's Office

### REGRETS

M. Denton, Community Appointed - July 31, 2024
D. McRae, Community Appointed - July 31, 2024
D. Holmes Allen, Community Appointed - July 31, 2024

### 1.0 CALL TO ORDER & Territorial Acknowledgement at 12:32 PM

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*For  
Acknowledgement*

### 2.0 ROUNDTABLE INTRODUCTIONS

*For information*

<p><b>3.0 ADOPTION OF AGENDA</b> On the motion made by H. Anjaria and seconded by D. Smith <i>“That the February 9, 2024 REGULAR Meeting Agenda be ADOPTED as presented”</i></p>	<i>Motion carried</i>
<p><b>4.0 ADOPTION OF REGULAR DOOR Meeting Minutes</b> On the motion made by D. Smith and seconded by CJ. Butcher <i>“That the December 15, 2023 REGULAR Meeting Minutes be ADOPTED as presented”</i></p>	<i>Motion carried</i>
<p><b>5.0 PRESENTATIONS</b></p>	
<p><b>5.1 Student numbers Fall 2023/Winter 2024 – Dr. T. Kunkel</b> T. Kunkel presented an update on the Fall 2023 and Winter 2024 CMTN student registration numbers.</p>	<i>Presentation provided</i>
<p><b>5.2 QAPA Update</b> T. Kunkel provided an update on the Quality Assurance Process Audit re: site-visit of January 23 &amp; 24, 2024.</p>	<i>Presentation provided</i>
<p><b>5.3 CMTN news – H. Bastin</b> Item tabled</p>	
<p><b>6.0 PRESIDENT’S REPORT– Dr. L. Waye</b> L. Waye provided an update on changes in the BC government, changes for International students, an update on the strategic plan respecting investments in people, College-wide employee survey, student wellness, internal processes and CMTN’s financial sustainability.</p>	<i>Report provided</i>
<p><b>7.0 NEW BUSINESS</b></p>	
<p><b>7.1 Budget update</b> M. Doyle provided Q3 financial report and information respecting pre-approval to submit proposal for capital projects.</p>	<i>Report provided</i>
<p><b>8.0 COMMITTEE REPORTS</b></p>	
<p><b>8.1 Executive Committee &amp; Chair’s Report – Chair, A. Cober</b> A. Cober shared a verbal report re: meeting on January 26, reporting system for topics, and CABRO conference in Vancouver, Ministry meeting in June, and Notice re: Board positions.</p>	<i>Reports provided</i>

<p><b>8.2 Education Council – M. Burrows</b> M. Burrows reported that a meeting was held January 26, 2024. M. Burrows recommended a motion to approve EDU-008.</p> <p>On a motion moved by H. Anjaria &amp; seconded by CJ. Butcher <b><i>“THAT THE EDUC-008 Program and Course Development Policy be accepted as Presented. (Note: EDU-008P is a procedure and by practice is not adopted by the Board).</i></b></p>	<p><i>Motion carried</i></p>
<p><b>8.3 Finance &amp; Audit Committee</b> M. Doyle reported that Finance &amp; Audit Committee met on February 6, and Q3 financial report was provided.</p>	<p><i>Report provided</i></p>
<p><b>8.4 First Nations Council</b> P. Michell reported on continuing discussion with Contact North and review of Stepping Stones document.</p>	<p><i>Report provided</i></p>
<p><b>8.5 Policy Review Committee</b> D. Smith provided report that Committee did not meet and next meeting scheduled once E. Allen up to speed.</p>	<p><i>Report provided</i></p>
<p><b>9.0 INFORMATION/CORRESPONDENCE</b></p>	<p><i>Information provided</i></p>
<p><b>10.0 MEETING ADJOURNMENT</b> On the motion made by M. Horner and seconded by CJ Butcher <b><i>“THAT the meeting of the Board of Governors be adjourned.”</i></b></p> <p>Chair A. Cober indicated next Board of Governors meeting will be held in-person &amp; virtually through Kaltura.</p> <p>The meeting was adjourned at 1:46 PM.</p>	<p><i>Motion carried</i></p>