

### Regular MINUTES April 19, 2013 Smithers Campus

<b>Board members:</b>	R. Witherly, Chair	A. Carlick	D. van Dyk
	G. Randhawa	C. Toews	K. Chrysler
	R. Riesen	C. Morgan	K. Chicoine
	L. Payjack-Mohler (Recording Secretary)		
<b>Regrets:</b>	B. Setso	N. Collison	T. Euverman
	G. Wesley	H. Pond	
<b>Staff members:</b>	D. Henning, President & CEO		
	D. O'leary, Vice President, Institutional Advancement		
<b>Presenters:</b>	Regina Saimoto, Interim Dean of Instruction		
	Danielle Smyth, Interim Director, Eastern Region		
	Tlell Glover, Project Administrator School of Exploration and Mining		
<b>Guests:</b>	Councillor Charlie Northrup		
	Michelle Cook, Library, Eastern Region		
	Mark Wong, Instructor, University Credit		

**1.0 ROUNDTABLE INTRODUCTIONS** were conducted and the guests were introduced.

#### **2.0 PRESENTATION:**

**2.1** Regina Saimoto, Danielle Smyth and, Tlell Glover provided an overview of the departments and their areas of responsibility. Opportunities were highlighted in relation to the 6 Strategic Goals of NWCC.

**3.0** The meeting was **CALLED TO ORDER** at 9:52 am.  
**TERRITORY ACKNOWLEDGEMENT** occurred.

#### **4.0 ADOPTION OF AGENDA:**

On the motion made by G. Randhawa and seconded by K. Chrysler:  
**"THAT the agenda be adopted as presented."**

**MOTION CARRIED**

#### **5.0 ACCEPTANCE OF MARCH 15, 2013 MINUTES:**

On the motion made by K. Chrysler and seconded by D. van Dyk:  
**"THAT the Regular meeting minutes of March 15, 2013 be accepted as presented."**

**MOTION CARRIED**

#### **6.0 BUSINESS ARISING OF MINUTES:**

##### **6.1 Technology Update**

T. Thomas/C. Sousa will provide an update at the next Board meeting.

**TABLED**

**ACTION:** Forward any concerns or a question to L. Payjack-Mohler to ensure the presenter includes a response in their update.

## 7.0 COMMITTEE REPORTS

### 7.1 EXECUTIVE COMMITTEE (R. Witherly)

A verbal report was provided.

- B. Setso submitted a letter of resignation; he is also the Chair of the Gwaii Trust Society.

On the motion made by D. van Dyk and seconded by C. Morgan

**“THAT the Board accepts the resignation of Brad Setso.”**

**MOTION CARRIED**

**ACTION:** L. Payjack-Mohler to forward the resignation letter to the Board Resourcing & Development Office (BRDO).

**ACTION:** A letter and gift will be sent to Brad Setso.

**ACTION:** Forward potential candidate names to L. Payjack-Mohler.

### 7.2 EDUCATION COUNCIL (R. Riesen)

A report was circulated via email and in hard copy.

Articulation attendance was discussed; there was concern voiced at the Education Council meeting. An Education Council motion was passed relating to the lack of funds which hindered all staff from attending.

**ACTION:** Articulation attendance (procedure to access the funds and level of funds available) will be added to the President's Council meeting agenda for an upcoming meeting.

The Business Administration program and delivery methods were discussed.

**ACTION:** D. Henning/B. Moore-Garcia to provide a report at the Fall Board meeting following the meeting discussion of the Summit and Deans.

**TABLED**

### 7.3 FINANCE & AUDIT COMMITTEE (D. van Dyk)

The budget review process was summarized.

**ACTION:** The Finance & Audit Committee will flag the Board budget during the budget discussion at the next meeting.

### 7.4 FIRST NATIONS COUNCIL (FNC)

A verbal report was provided.

**ACTION:** L. Payjack-Mohler to request a copy or online location of the newly approved Stepping Stones document via Emily Suderman.

The Executive Committee discussion with Honorable Minister Sultan regarding FNC representative to the Board has been delayed due Ministry changes.

**TABLED**

### 7.5 POLICY REVIEW COMMITTEE (PRC)

**7.5(a)** K. Chrysler and D. Henning reviewed the Executive Limitations policies and Board-President Relationship policies; the suggested revisions were discussed.

#### **Executive Limitations EL2 Board Duties and the President**

On the motion made by K. Chrysler and seconded by G. Randhawa:

**“THAT the Board accepts EL2 Board Duties and the President policy as amended:**

**1. Sections 3 and 4 be removed**

**2. Section 6 add ‘as per the College and Institute Act.’”**

**MOTION CARRIED**

### **Executive Limitations EL11 Treatment of Students**

On the motion made by K. Chrysler and seconded by C. Morgan:

**“That the Board accepts EL11 Treatment of Students policy as presented.”**

**MOTION CARRIED**

### **Executive Limitations EL12 Public Image**

On the motion made by K. Chrysler and seconded by D. van Dyk:

**“THAT the Board accepts EL12 Public Image policy as amended:**

- 1. Section 2 change “Endanger” to “Harm”**
- 2. remove “particularly in ways that would hinder its accomplishment of Ends”**
- 3. Section 6 add ‘as per the College and Institute Act.’”**

**MOTION CARRIED**

### **Executive Limitations EL13 Partnership**

On the motion made by D. van Dyk and seconded by K. Chrysler:

**“THAT the Board accepts EL13 Partnership policy as presented.”**

### **Board President Relationship BP2 Unity of Control**

On the motion made by K. Chrysler and seconded by G. Randhawa:

**“THAT the Board accepts Board President Relationship BP2 Unity of Control policy as presented.”**

### **7.6 Key Performance Indicators (KPI) Committee**

The Terms of Reference will be reviewed at the next Committee meeting and brought to the following Board meeting.

**TABLED**

### **8.0 President’s Report & Organization Performance**

#### **8.1 Monitoring Report (D. Henning)**

##### **8.1 (a) Executive Limitations EL11 Treatment of Students**

D. Henning summarized the monitoring report.

On the motion made by D. van Dyk and seconded by K. Ciccoine

**“That the Board approves Executive Limitations EL11 Treatment of Students monitoring report as presented.”**

**MOTION CARRIED**

**ACTION:** L. Payjack-Mohler to revise the report template to include ‘shall not’ ‘will not’ before each policy provision throughout the document.

##### **8.1 (b) Executive Limitations EL13 Partnerships**

D. Henning summarized the monitoring report.

On the motion made by K. Chrysler and seconded by C. Toews:

**“That the Board approves Executive Limitations EL13 Partnerships monitoring report as presented.”**

**MOTION CARRIED**

### **9.0 CONSENT AGENDA**

There were no consent agenda items.

### **10.0 INFORMATION/CORRESPONDENCE**

The next meeting date and convocations dates were summarized.

### **11.0 ROUNDTABLE/COMMUNITY REPORTS**

Interest from students has been expressed on sports offerings at NWCC. Intramural sports and team sports may be viable options. Facility space and availability was discussed.

**ACTION:** Request a review and report from the Student Development Department of possible fall offerings including the association(s) and related costs for team sports.

### **12.0 IN-CAMERA SESSION**

The meeting moved into In-Camera.

### **13.0 MEETING ADJOURNMENT**

The meeting was **adjourned** at 11:55 am.

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#### **Recording Secretary**

Laurel Payjack-Mohler

Date:

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#### **Board Chair Approval**

Rhoda Witherly

Date: