



CMTN Board REGULAR MINUTES

Date: Friday, February 7/2020

Time: 9.30AM

ATTENDANCE:

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

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 9.36AM and Territorial Acknowledgement by N. Halbauer, Chair.

2. ADOPTION OF AGENDA

Noted Changes:

Agenda Item #6.3 shall be moved to Agenda Item #3.1

Addition of Agenda Item #2.1 'Official Hire of CMTN President and J. Kohlman employment agreement approved.'

E-motion of the Board to hire J. Kohlman officially read in to the Board Regular Minutes as a part of the official record.

On the motion made by S. McPhail and seconded by C. Ollenberger:

"THAT the February 7th/2020 Regular Agenda be adopted as with noted additions."

All in Favor

MOTION CARRIED

3. ACCEPTANCE OF December 5th & 6th/2020 Regular Meeting Minutes

Agenda Item 10.6 Futures Committee – M. Denton and S. McPhail noted that ‘Women in Trades’ was a table discussion and not a part of the Futures Committee update.

On the motion made by P. Bjorn and seconded by S. McPhail:

“THAT the Regular meeting minutes of October 5/2018 be accepted as with noted change.”

All in Favor

MOTION CARRIED

3.1 Student Housing Update – Bruce Denis, Capital Projects Manager

Bruce Denis provided a short verbal update to the Board on student housing:

Total of 104 student beds (4 beds for elders) being built with a budget of \$19.7 million, with one million of those funds coming directly from the College.

Modular construction and quality assurance goal to ensure that the project does not appear ‘modular’.

Step-4 energy efficiency requirement that will affect our operating costs making them considerably lower.

The schedule is a design-build 600 page document breaking down CMTN needs and will out to tender Feb. 24th/2020

Currently working with 11 different consultants

The approach is always to think ‘how does this affect our students’.

Engagement with student working groups are being organized by Lorelle Walker, IT and Facilities were also included.

First Nations groups including FNC to ensure our First Nations students are comfortable and functional.

Cultural space that has dual functionality including talking space and place for FD to create art also an elders area for s
There will be space available for elders or families for students that need support.

Mid-May will have builder, shovel in-ground for June and foundation in winter and occupancy start of August 2021 so students ready for September 2021.

Partnerships BC is in charge of the procurement for this build and it is their process and we are required to do as they request as they report to the Ministry.

5.0 PRESENTATIONS

5.1 Contact North – J. Kohlman/Tina Reed & Charmaine Kissmann from Contact North (via VC)

J. Kohlman updated the board on the background of Contact North and the basis, document included in the package for Board information.

There are unique training needs for the north.

70,000 registrations through contact north, ministry is very excited by this.

Contact North provides training for faculty.

J. Kohlman very excited and will come back to the board in April with more information regarding funding from the Ministry.

Discussion

5.2 Communications Update – S. Zimmerman

Community relations and how CMTN Brand recognition to access if we been successful on telling our placed based experiential learning story?

Media relations increased earned media opportunities and sending them stories to our local media in communities.

CMTN would like to see national coverage three times this year (i.e. Globe and mail) including opportunities to speak at national conferences.

Update on the 2020 winner of the Freda Diesing President’s picture.

Update on BC Colleges Day in Victoria on Feb. 24/25th 2020 and

‘Get connected’ in Hazelton, All Native Basketball in Pr. Rupert

6.0 BUSINESS ARISING FROM REGULAR MINUTES

6.1 Enrollment Update – S. Salem

S. Salem provided a brief update on CMTN recruitment numbers for programs and seasonal sessions.

6.2 Work Force Training Update – L. Waye

L. Waye presents an update to the Board on work force training that included information on:

- ☉ What work force training includes at CMTN – Trades, Workforce Training and Contract Services and Continuing Education
- ☉ Registration data from 2015 to present.
- ☉ HR data that includes Administration and costs.
- ☉ What CMTN is doing to think outside the box and brainstorm new ideas.

7.0 PRESIDENT'S REPORT

7.1 President's Update – J. Kohlman

Update included:

- ☉ Northern Post-Secondary Project with R. Nilson
- ☉ Student Success Planning update
- ☉ Current Budget Planning
- ☉ Cargill funding application completion
- ☉ Smithers convocation – 33 students
- ☉ Increased incoming and outgoing transfer students

8.0 NEW BUSINESS

8.1 Feather Exercise – B. O'Brien

B. O'Brien held the Feather Exercise for the Board and is well received.

Noted that the Board has asked that this exercise be provided once a year.

8.2 Strategic Plan Update – C. Nolan

A short presentation and update provided by C. Nolan.

8.3 Board Development – All

Discussion on the board retreat format for 2020. The last retreat held October 2019 at the Yellow Cedar Lodge in Terrace.

One alternative is having board members participate in a field school with staff and students.

BOG could participate in one day of a field school to see experience it for themselves to get a different perspective of the institution but it is noted the need to talk to the faculty to discuss the possibility.

Board members would come back to report and share the experience.

Discussion - board development with presentations from CMTN departments the evening before each board meeting. The international update given by L. Waye and Hyeyoung Kang the evening before this board meeting was well received and provided good information.

Discussion - doing an activity together as a Board to help the group better understand the college. Ensure that we receive information on Governance and the Board has the tools to do their jobs and govern in a way that is appropriate for the College.

Ensure that the meetings are cost effective.

Action:

This topic will be taken to Board Executive to discuss so that they may bring forward a plan to the full Board for their consideration.

Board Secretary - Add to Board Exec Agenda for March.

9.0 COMMITTEE REPORTS

9.1 Executive Committee – N. Halbauer & D. Try

A short update was given by N. Halbauer and D. Try.

9.2 Education Council – D. McKeever

EdCo update provided by D. McKeever, EdCo Chair. A document sent in board package.

Update included:

Invited Board Chair to join EdCo at the Feb 21st, 2020 meeting.

Social Psychology expected to be offered at the Prince Rupert campus in May 2020.

Several Trades courses/programs coming forward for EdCo approval.

Course outlines now available for faculty review on T:drive.

EdCo to work with the Board on Strategic Plan.

Student Award Policy now submitted to the general college population for feedback.

9.3 Finance and Audit Committee – E. Dusdal

Nothing to report at this time.

9.4 First Nations Council – B. O'Brien

At the January 30th/2020 FNC meeting the Chair election took place, unfortunately the successful incumbent declined the nomination. Charlotte Guno has stepped forward to Chair.

Suggest to have a rotating Chair moving forward.

Next meeting schedule for March 27th/2020.

Contact North presentation at January meeting. Feedback was exciting from FNC to have this opportunity to provide online distance learning. FNC has agreed to move forward in principle with contact north meaning the vote was apprehensive to be able to go back to their individual communities to discuss.

The Aboriginal Service Plan has been approved for another year by the Ministry. It will be the same amount of funding as last year in the amount of \$370,000.

FNC voted to support activities for 21/22 and on course with supporting our indigenous students.

9.5 Policy Review Committee – D. Try

The Policy Committee met Thursday, Feb. 6th/2020.

The Governance Aspect to the Policy Committee will be circulated at the April board meeting.

Student Board Remuneration policy will be researched and brought back to the committee and then board.

Two sets of policies reviewed by the committee:

Grading and Progression Policy -

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

“TO accept the Grading and Progression Policy as presented.”

All in Favor

MOTION CARRIED

Granting of Credentials Policy – Addition of 2 credentials

On a motion made by D. Try and seconded by K. McMurray:

“TO accept the Granting of Credentials Policy as presented.”

All in Favor

MOTION CARRIED

10. INFORMATION/CORRESPONDENCE

10.1 Next Meeting **April 3rd/2020** at the **Hazelton Campus**.

11. MEETING ADJOURNMENT

On the motion made by M. Denton and seconded by E. Dusdal:

“THAT the Board adjourned the meeting.”

Meeting adjourned at 2.45PM.

Recording Secretary

Kimberly Quibell

Date:

Board Chair Approval

N. Halbauer

Date: