



CMTN Board REGULAR MINUTES

Friday, September 17th/2021

8.30AM Call to Order

ATTENDANCE:

Board members: Nicole Halbauer, E. Dusdal D. McKeever
Chair D. Smith R. Riesen
David Try, J. Wesley L. Way
Vice Chair D. McRae
C. Guno M. Denton

Regrets: C. Ollenberger
S. McPhail

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

Presenters:

1. The meeting was **CALLED TO ORDER** at 8.31 AM and Territorial Acknowledgement
2. **Roundtable Introductions & Oath of Office**
 - M. Horner – Community Member, Terrace
 - Dr. L. Waye – Interim CMTN President & CEO

3. ADOPTION OF AGENDA

On the motion made by E. Dusdal and seconded by D. McRae:

“THAT the September 17/2021 Regular Agenda be adopted as presented.”

All in Favor

MOTION CARRIED

4.0 ACCEPTANCE OF June 11/2021 Regular Meeting Minutes

On the motion made by E. Dusdal and seconded by J. Wesley:

“THAT the Regular meeting minutes of June 11/2021 be accepted as presented.”

All in Favor

MOTION CARRIED

5.0 PRESENTATIONS

5.1 Fall 2021 Programs & Courses Update – T. Kunkel

- Power Point Presentation from C. Elliott, K. Swain, D. Quinlan, B. Leier and L. Gowen.
- C. Elliott provides information on Career and College Prep, Business Administration and the LEAP Program.
- K. Swain updates on the Trades program and First Nations Fine Arts certificate program conducted o-line for Fall.
- D. Quinlan breaks down UC Programs and ACE Program delivery and student numbers.
- B. Leier updates the table on CMTN Health Programs including BNS Nursing, Access to Practical Nursing (APN) and the Health Career Access Program (HCA).
- T. Kunkel notes that the semester is underway and faculty members are back on campus delivering courses either in person or via distributed learning. There are a number of resources for instructors that include COLT, Facilities and IT Services.

5.2 Fall 2021 Student Services & Faculty Support Update – T. Kunkel

- Power Point Presentation
- Deans Report by T. Pryce includes information on CIG consortium grant proposal application of \$700K from the Fall of 2021.
- Re-orientation Workshops and COLT workshops for Instructors update from T. Woodburn.
- Learner services update presented by M. Rauschenberger.
- Campus Community and wellness update by A. Sorensen.

5.3 Fall 2021 Registration Update – T. Hanschen

- Power Point Presentation
- Breakdown on the way that we count students
- Fall 2021 Student number breakdown on enrollment

5.4 Facilities & Staffing Update – M. Doyle

- Sunday morning moving students into the new student housing (north wing) and Sept. 19th will be their first evening in the facility.
- The week of October 1st the landscaping will be completed
- Able to space the students out due to COVID and people can now go in to the facility to take a look around.
- Ribbon cutting will happen October 14th with the Minister attending.
- Library/learning commons complete on Sept. 20th and you can now go in to take a look around.
- September 24th the stacks will be moved in to the library and finished off on Sept. 27th
- Received \$9 million to renovate next fall 2022 for upstairs of the Administration & Teaching building and \$4.4 million for the Learning commons (total of \$13.4 in total).
- Students had been in hotels as the student housing date of completion was not met but this was paid for by IDL as noted in their contract.

5.5 COVID-19 & The Campuses – J. Farrow

Navigating the return to campus gradually over the past four months and expanding our access to campus bit by bit and as of Sept. 7th everyone is back at all our campuses.

Provincial requirements and working together closely with Northern Health to assist with our return to campus.

Vaccinations are important and self-assessments and mandatory masks in place.

Consistently through the pandemic we have been able to work safely with no outbreaks.

New Legislation in place and there are staff and students that fall under those rules. Students in housing that are not vaccinated will be supported.

Proof of vaccinations for food services are only for events and not related to working here or going to class or to general programming across the campus including food services.

Two vaccination pop-up clinics in Terrace, one in Smithers and one in Pr. Rupert.

Noted thanks from table for all the hard work that Jennifer and staff have handled the pandemic.

Noted that CMTN does have a plan for if staff or students test positive for COVID.

5.6 CAT Update – L. Waye

L. Waye provides an update on the Collaborative Administrative Team (CAT).

- There are a number of changes in roles and new members coming on and some departing.

Dr. Kunkel – new Acting VP Academic, Students & International

B. Leier – new Acting Dean of Health & Human Sciences

D. Quinlan – new Acting Dean of UC and Sciences

Trish Nuyten will be the CMTN Registrar as of Oct. 18th/2021. Trish joins us from Red Deer, Alberta.

Troy Hanschen Departing on Oct. 31st/2021 and is thanked for his assistance to CMTN.

Sarah Zimmerman departs on Sept. 30th/2021 and it is noted that Sarah will be greatly missed and thanked for all of her years at CMTN.

- L. Waye thanks the entire CAT Team over the past 19 months during the pandemic to ensure that staff and faculty feel safe.

6.0 PRESIDENT'S REPORT

6.1 President's Update – L. Waye

Written Report Provided in Board Package

Start of a new academic year and a new interim president

- People are back on campus and the energy level is very high
- Student numbers are better than last Fall and we will be looking at increasing our recruitment and marketing.
- This will be another unusual semester but we are good at the 'change'.
- Thinking very carefully about mental health for student/staff and faculty and have an improved mental health strategy for CMTN.

Discussion at table.

7.0 Committee REPORTS

7.1 Executive Committee – N. Halbauer

- CABRO Governance Training is done yearly (with the exception of 2020).

ACTION:

Send information to All Board members to take this on-line course - Kim

- October 22nd meeting board training with Maynard Angus on next steps for board development. M. Angus will send out information to each board members around how you work and what are the things you need from fellow board members to be effective part of the team.
- Appointed an interim president for not more than 12 months. We will do a request for proposals (RFP) after the meeting.
- Thank you to Charlotte Guno for her work over the years advocating for CMTN Student Housing.
- Reconciliation and Decolonization

7.2 Education Council – D. McKeever

Written Report Provided in Board Package

- Micro Credentialing will be put back on the agenda and come back to next meeting with update
- E-proctoring Software ban as of June 2021
- Invite any board members to attend education council on September 24th
- Reading break is now in the purview of EdCo along with the academic dates.

7.3 Finance and Audit Committee – E. Dusdal

Nothing brought forward to committee and noted that everything is good at this time.

7.4 First Nations Council – C. Guno

Written Report Provided in Board Report

FNC Report to Board of Governors provided by Charlotte Guno

- New FNC Chair elected at the June 18th/2021 Meeting and congratulations go to Priscilla Michelle for becoming the new Chair of FNC.
- FNC is very excited for the HCAP program as all communities are in need.
- Contact North is still on the forefront of those communities wanting access to education.
- FNC is very happy about the new student housing at CMTN.

8.0 INFORMATION/CORRESPONDENCE

8.1 Next Meeting October 22, 2021 at the Prince Rupert Campus including a half-day of Board Development with Maynard Angus (morning session) and a half-day Board Meeting (afternoon session).

- On Oct. 21st Evening the Futures Committee will host a meeting with dinner at the Crest Hotel, BC Room. M. Bartlett and S. McPhail will bring the topic forward and more information will be coming to the board prior to the meeting.

9.0 MEETING ADJOURNMENT

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

“THAT the Board Regular portion of the meeting adjourned.”

The meeting was adjourned at 10.45AM.

Recording Secretary

K. Quibell

Date:

Board Chair Approval

N. Halbauer

Date: