

OPEN SESSION MINUTES

Tuesday, November 26, 2024

4:30 p.m. – 6:30 p.m.

Staff Lounge, Castlegar Campus /Teams

BOARD OF GOVERNORS

BOARD MEMBERS PRESENT:

Margaret Sutherland, Chair Amed Naqvi, Vice Chair
Christy Anderson John Dutton
Debbie Bird Ken Wyllie
Thompson Hickey Abina Thomas
Bronwyn Krause
Maggie Matear, President Darcy Falkenhagen, EdCo Chair

REGRETS:

Kim Pham
Mary Austin
Udayveer Miglani

LEADERSHIP TEAM MEMBERS PRESENT:

Taya Whitehead, VP Education & Students
Brier Albano, Associate VP Student Success
Stacey Matthews, Executive Director of HR
Andrea Hall, Interim Director Finance
Nick Howald, CIO
James Heth, Registrar
Tiffany Snauwaert, Dean
Donna Drover, Director Facilities & Business Services
Terri MacDonald, Director Selkirk Innovates
Tracy Punchard, Dean

OBSERVERS PRESENT:

Gerald Lightburn, PPWC
Ken Laing, SCFA

GUESTS:

Marianne Walsh, IT Services Manager
Claire Philipson, Digital Comms Coordinator

TOPIC

1. MEETING OPENING
 - Elder Rick Desautel opened the meeting in a good way.
2. TERRITORIAL ACKNOWLEDGEMENT
 - Board member Ken Wyllie provided the territorial acknowledgement.
3. ADDITIONS TO THE OPEN SESSION AGENDA OF NOVEMBER 26, 2024
 - There were no additions to the agenda of November 26, 2024.
4. ADOPTION OF THE OPEN SESSION AGENDA OF NOVEMBER 26, 2024

Motion: “To adopt the open session agenda of November 26, 2024 as circulated.”

Carried

5. ADOPTION OF THE CONSENT AGENDA OF NOVEMBER 26, 2024

- Draft Open Session Minutes of October 22, 2024
- Draft Finance & Audit Committee Minutes of October 22, 2024
- Draft Governance Committee Minutes of November 1, 2024
- Board policy GP30 Purpose, Roles, Responsibilities, Authority (Highlighted edits recommended by the Governance Committee Nov. 1st)
- Letter to Hon. Minister Marc Miller dated October 25, 2024
- Response letter to Nelson4Palestine Members dated October 25, 2024.
- Enrolment Dashboard – November 2024
- EdCo Report – November 2024

The request was made to pull out the Letter to Hon. Minister Marc Miller dated October 25, 2024 for further discussion.

Motion: “To adopt the consent agenda of November 26, 2024 as amended.”

Carried

6. CONFLICT OF INTEREST

- The President’s presentation included: Conflict of interest definition, examples, risks, managing conflicts of interest, member responsibilities.
- The presentation slides and the Board Members’ Code of Conduct Policy (GP 100) and Bylaws (GP 200) will be added to the Board's resources files in Teams.

7. LETTER TO HON. MINISTER MARC MILLER DATED OCTOBER 25, 2024 (Consent agenda item)

- Board member K. Wyllie stated he appreciated these issues being confronted by leadership and staff and suggested sharing this letter with the college community.
- The President will ask for the letter to be added to the weekly college newsletter.

8. PRESENTATION

- New Strategic Plan
- Suggested one small change to the Vision Statement: Change “we’re” to “we are”.

Motion: “To adopt the new Strategic Plan 2025-2040, incorporating the change to the Vision Statement.”

Carried

9. PRESIDENT’S REPORT

- No questions were raised regarding the circulated report.
- The President highlighted:
 - The College received the Castlegar Chamber of Commerce Green Award for 2024.
 - The new Immigration, Refugees and Citizenship Canada (IRCC) policy negatively affects colleges in the education hierarchy. Board members were encouraged to share stories within their communities describing how this will impact our students.
 - The recent Sinixt Medicine Camp was attended by members of the leadership team, faculty and staff

10. FALL HEAD COUNT AND FTE REPORT

- The Associate VP Student Success commented on the circulated report:
 - The current enrollment report does not yet reflect the negative impacts of the recent IRCC policy changes from November. These effects are anticipated in year-over-year comparisons moving forward.
 - While there has been a decline in international applications for the four programs with suspended spring or fall semester intakes, domestic enrollment trends are positive, although not sufficient to offset the international student shortfall.
 - Non-credit enrolment (ex., Learning in retirement) is now included in both FTE and headcount metrics.

11. QUARTERLY FINANCIAL REPORT

- The interim Director of Finance reviewed the actual and forecast reports for Q3, noting:
 - The initial forecast of a \$2.4M deficit at year-end has been reduced to a \$2.1M deficit.
 - The Finance Team is working with the Ministry to predict next year's deficit of \$6-8M
 - Discussion ensued on the impact of the IRCC policy and a sustained deficit for Selkirk College and the sector

12. BUDGET PLANNING 2025-26

- The interim Director of Finance stated the budgeting process began last month. Revenue and expense budgets were sent to each budget officer for review, followed by payroll budgets all to be returned to Finance by Dec. 6th for review by the Executive Leadership Committee.

13. EQUITY, DIVERSITY AND INCLUSION

- Equity in Employee Recruitment & Selection Report 2024
- Deferred to the January 28, 2025 meeting.

14. BOARD MEMBER AWARD NOMINATIONS

- The President explained the awards: Distinguished Educator, Distinguished Alumni, Honorary Diploma
- Board members are encouraged to nominate community members if they wish
- Awards can be given posthumously

15. BOARD CHAIR'S REPORT

- A verbal report of the past month's activities was provided:
 - Attended the Music Faculty performance
 - Participated in the media training workshop
 - Met with two potential board members – thanks to the Governance Committee for putting the names forward.

16. MEMBERS' REPORT

- Looking forward to the Gala
- Enjoyed the media training workshop, found it effective, professional
- Attended the Intercultural Fair on the Tenth Street Campus

17. STUDENTS' REPORT

- Positive feedback from students following the Intercultural Fair
- Enjoyed the Selkirk TEDx presentation
- WIFI connectivity on campus an issue for some students.

18. CLOSED SESSION

Motion: "To move into the closed session."

Carried