

OPEN SESSION MINUTES

Tuesday, October 22, 2024

4:30 p.m. – 6:25 p.m.

Staff Lounge, Castlegar Campus /Teams

BOARD OF GOVERNORS

BOARD MEMBERS ATTENDING:

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

LEADERSHIP TEAM MEMBERS ATTENDING:

Taya Whitehead, VP Education & Students
Lareena Rilkoff, VP College Services
Stacey Matthews, Executive Director of HR
Andrea Hall, Interim Director Finance
James Heth, Registrar
Tammie Clarke, Dean
Tiffany Snauwaert, Dean

REGRETS:

Bronwyn Krause
Udayveer Miglani

OBSERVERS ATTENDING:

Ken Laing, SCFA

TOPIC

1. MEETING OPENING

- Elder Murhi Kencayd opened the meeting in a good way.

2. TERRITORIAL ACKNOWLEDGEMENT

- Board member, Christy Anderson, provided a territorial acknowledgment and read the call to action #62 in the Truth and Reconciliation Commission of Canada's report. Action #62 focuses on the inclusion of Indigenous perspective, history and contemporary contributions in education.

3. INTRODUCTIONS

- Round table introductions were made.

4. OATH

- Board members in attendance swore the oath.

5. ADDITIONS TO THE OPEN SESSION AGENDA OF OCTOBER 22, 2024

- There were no additions to the agenda of June 25, 2024.

6. ADOPTION OF THE OPEN SESSION AGENDA OF OCTOBER 22, 2024

MOTION: "To adopt the open session agenda of October 22, 2024, as circulated."

Carried

7. ADOPTION OF THE CONSENT AGENDA OF OCTOBER 22, 2024

- Draft open Session minutes of June 25, 2024
- Draft Finance & Audit Committee Minutes of July 17th, 2024
- Response letter to J. Barron and K Tillapaugh dated August 12, 2024
- Response letter to Nelson4Palestine Members dated August 12, 2024.
- Enrolment Dashboard – October 2024
- EdCo Report – October 2024
- Letter to PSI Board Chairs dated September 19, 2024
- Finance & Audit Committee Chair, Amed Naqvi

MOTION: "To adopt the consent agenda of October 22, 2024, as circulated."

Carried

8. PRESENTATION

- Financial Statements 101
- Andrea Hall, Interim Director Finance presented on the following topics:
 - Statement of Financial Position (Balance Sheet), assets, liability, equity, accumulated surplus
 - Statement of Operations (Income Statement), deferred revenue, expenses, amortization, asset retirement obligation, structural deficit.
- Questions were welcomed and answered during the presentation.

9. PRESIDENT'S REPORT

- The President reviewed her report structure. Monthly reports include an update indicating progress on eleven goals and objectives that align with the strategic plan's objectives (colour-coded progress indicators), along with a list of activities since the last meeting.
- Activities of note:
 - Attended, along with board members, the college's Open House & Career Fair on the Castlegar Campus in October.
- Recently elected Chair of the Skilled Trades Training Consortium (STTC) which represents provincial post-secondary institutions offering trades training. The consortium is focused on shared goals: increasing the number of seats, boosting interest in trades training, and securing additional funding. Currently, seats are funded at approximately 50% of cost to offer, once indirect costs (overhead) are factored in.

10. GOVERNANCE

- 2024-25 Board Goals
- 2024-25 Committee Membership
- 2024-25 Committee meeting dates

MOTION: "To approve 2024-25 Board Goals, Committee membership and Committee meeting dates as circulated."

Carried

2024-2025 PRESIDENT'S GOALS & OBJECTIVES

- The President incorporated the suggested changes from the Fall Board Retreat.

MOTION: "To approve the 2024-2025 President's Goals & Objectives as circulated."

11.

Carried

12. 2019-2024 STRATEGIC PLAN DASHBOARD

- The President reviewed the circulated dashboard noting:
 - The Strategic Enrolment Management Plan (SEM) will be developed following the approval of the new Strategic Plan later this fall.
 - Directions from the 2019-2024 plan that are somewhat delayed or experiencing barriers will be brought forward into operational plans after the new strategic plan is in place.

13. FACILITIES

- The VP College Services reviewed the circulated briefing noting recent achievements:
 - Installation of a new climbing wall in the Castlegar gymnasium along with retractable bleacher seating and a floor refinishing
 - Roof replacements were completed across seven key buildings
 - Castlegar Campus student housing project (114 beds) complete
 - Castlegar campus connected to City water
 - Classroom grades in the Sentinel wing
 - Paving at Silver King and the Mir Centre
 - Asbestos remediation in several classrooms
- Routine Capital submission approved

- Linear infrastructure enhancements, building envelope repairs and upgrades, classroom renovations and upgrades, fleet vehicle renewal, and fire alarm system upgrades.
- Five Year Capital Plan priorities:
 - Waste water treatment facility
 - Castlegar Campus window replacement

14. BOARD CHAIR'S REPORT

- The Board Chair provided a verbal update, stating she took part in:
 - The Finance & Audit Committee meetings in July and October
 - Replied to the open letter received by the Board in June
 - Participated in the Get Connected event on the Castlegar Campus
 - Participated in the Open House and Career Fair

15. MEMBERS' REPORT

- Members took part in:
 - Open House-Career Fair
 - Silver King Campus trades tour
 - Get Connected events on multiple campuses

16. STUDENTS' REPORT

- Looking forward to learning more about the Board

17. CLOSED SESSION

Motion: "To move into the closed session."

Carried