

Regular MINUTES

March 21, 2014

Room 186, Prince Rupert Campus

ATTENDANCE:

Board members:

C. Morgan	R. Berthiaume	T. Euverman	P. Michell
R. Witherly	G. Randhawa	R. Riesen	R. Wheadon
D. Van Dyk (tele)	A. Carlick (tele)	N. Collison (tele)	C. Fielding (tele)
	L. Wilson (tele)		

Regrets:

H. Pond

Staff members:

K. Clarke, Director of Facilities and Ancillary Services
D. Caron, Interim President & CEO
D. Henning, President & CEO
S. Johnson, Executive Assistant to the Board of Governors/Presidents Office
K. Louie, Admin. Assistant to VP of Institutional Advancement
D. O'Leary, Vice-President, Institutional Advancement
D. Stava, Registrar & Director of Institutional Research, FD NW Coast Art (teleconference)
L. White, Regional Director Western Region

Guests:

None

Presenters:

L. White, Regional Director Western Region

1.0 Roundtable Introductions were conducted and guests introduced

2.0 PRESENTATION:

L. White provided an overview and update of the Western Region Activity. A handout providing more information on all of the activity was distributed.

There was discussion regarding Prince Rupert residency, Northern Pacific Cannery, and MOOC (Massive Open Online Course).

3.0 The meeting was **CALLED TO ORDER** at 9:25 a.m.

TERRITORY ACKNOWLEDGEMENT occurred.

Northwest Community College's Board of Governors acknowledges the Tsimshian people of the Allied Tribes of Lax Kw'alaams and Metlakatla, on whose traditional territory this meeting will take place.

4.0 ADOPTION OF AGENDA

Addition: 7.2 Policy: Donations and B. Wilson Letter

On the motion made by T. Euverman and seconded by G. Randhawa:

"THAT the agenda be adopted with additions."

MOTION CARRIED

5.0 ACCEPTANCE OF MINUTES, February 21, 2014

On the motion made by T. Euverman and seconded by R. Berthiaume:

"THAT the Regular meeting minutes of February 21, 2014 be accepted as presented."

6.0 BUSINESS ARISING FROM MINUTES:

No business arising from February 21, 2014 minutes.

7.0 NEW BUSINESS

7.1 Strategic Plan Year 1 Report

The body of the Strategic Plan uses same KPI information provided. The plan identifies goals and objectives of each area. Information stems from all the work done through the past year, and moves into direction of how we note under programing, how it is addressed, and creating pathways to get into programs.

7.2 Donation and B. Wilson Letter March 19, 2014

D. Van Dyk indicated a concern of a perception of conflict of interest and will sign out of teleconference.

D. Van Dyk left the meeting at 10:00 am.

Administration reviewed the College's Administration Policy – Donations #2007-06-03 and provided background information related to donation. D. Henning stated the Donations policy is an internal policy and that NWCC is an apolitical organization. Board members discussed the Donations policy.

Chair stated the College has adopted appropriate internal operational policies and has applied them fairly and consistently.

On a motion made by R. Berthiaume and seconded by N. Collison:

“THAT the Board provide direction to the College to return the Enbridge donation and that the College sponsor 6 (six) students with the same amount previously provided by the donor; and that the Board is to review its policies.”

Comments

Chair indicated that it is the President and CEO's responsibility to develop and implement administrative policies. She further stated that administration's Donations policy and procedures were followed on this specific donation.

It was proposed by some members to table the motion to the next meeting; some members expressed concern that this decision could not wait until the next meeting.

On a motion by T. Euverman seconded by (none):

“THAT the motion on the table be deferred until the next meeting.”

C. Fielding left the meeting at 11:30 a.m.

Break: 11:30 a.m.

Return from Break: 11:45 a.m.

R. Berthiaume rescinded the Motion he put forward, expressing that time is needed to reflect, consider how we are going to deal with the matter at the next meeting, think hard on making a decision, respond to B. Wilson letter and show respect for the communities.

On the motion made by N. Collison and seconded by L. Wilson:

“THAT the Board gives direction to return the donation to Enbridge and postpone review of College Administration Policy 2007-06-03 - Donations until the next meeting”

Revised motion made by N. Collison and seconded by L. Wilson:

“THAT the board gives direction to return the donation back to Enbridge”

Revised motion made by N. Collison and seconded by R. Wheadon:

“THAT the board reviews the noted College Administration Policy 2007-06-03 – Donations”

MOTION CARRIED

8.0 COMMITTEE REPORTS

8.1 Executive Committee

Chair shared information regarding the NWCC Centre for Excellence in Leadership. A. Maitland at NWCC is the person to contact for those who wish to attend the program; an electronic copy will be sent to the board following the meeting. Vacancies on the board: new members are being advanced.

N. Collison left the meeting at 12:00 p.m.

L. Wilson left the meeting at 12:00 p.m.

8.2 Education Council

R. Riesen distributed his report and reviewed highlights from the last meeting. The next meeting is on March 28th.

8.3 Finance and Audit Committee

Nothing to report at this time.

8.4 First Nations Council

Nothing to report at this time.

8.5 Policy Review Committee

Nothing to report at this time.

8.6 KPI Committee

Making progress, a meeting will be set up for May to review KPI's.

9.0 PRESIDENT'S REPORT & ORGANIZATIONAL PERFORMANCE

9.1 Monitoring Report (D. Henning)

9.1 (a) Communications and Consultation (EL-7)

Unchanged since last submission.

On the motion made by R. Wheadon and seconded by G. Randhawa:

“THAT the board of Governors approves the EL-7 Communications & Consultation Monitoring Report as presented.”

MOTION CARRIED

9.1 (b) Compensation and Benefits (EL-9)

All employees have been paid and received benefits as required.

On the motion made by R. Wheadon and seconded by G. Randhawa:

“THAT the board of Governors approves the EL-9 Compensation and Benefits Monitoring Report as presented.”

MOTION CARRIED

9.1 (c) Emergency Executive Succession (EL-10)

Re-identified emergency executive succession order as 1st Vice President, Finance & Administration and then 2nd Vice President, Institutional Advancement.

On the motion made by R. Wheadon and seconded by G. Randhawa:

“That the board of Governors approves the EL-10 Emergency Executive Succession Monitoring Report as presented.”

10.0 CONSENT AGENDA

There were no consent agenda items.

11.0 INFORMATION/CORRESPONDENCE

11.1 Next Meeting

The next meeting date was stated.

11.2 Letter: Friends of Smithers Library Request

The letter is requesting for a board member to sit on the planning project.

ACTION: A. Carlick to represent Board of Governors on the planning sessions for digitizing the Interior News by Friends of the Smithers Library.

Gift Presented to the President & CEO: On behalf of the Board of Governors and NWCC, R. Witherly presented a gift to D. Henning, in recognition for her service to NWCC.

12.0 ROUNDTABLE/COMMUNITY REPORTS

There were no reports for this meeting.

13.0 In-Camera

The Board of Governors moved in-camera at 12:10 pm.

MEETING ADJOURNMENT

The meeting was **adjourned at** 12:25 pm.

Recording Secretary

Sophia Johnson

Date:

Board Chair Approval (Chair)

R. Witherly

Date