

## OPEN SESSION MINUTES

Tuesday, October 28, 2025

4:00 p.m. – 5:30 p.m.

Staff Lounge, Castlegar Campus / Teams

# BOARD OF GOVERNORS

### BOARD MEMBERS ATTENDING:

Amed Naqvi, Chair	Thompson Hickey, Vice Chair
Christy Anderson	Mary Austin
Debbie Bird	Roly Russell
Satinder Kaur	Kim Pham
Bronwyn Krause	Diksha Salwan
Darcy Falkenhagen, EdCo Chair	Maggie Matear, President

### REGRETS:

Ken Wyllie	Gurwinder Singh
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### LEADERSHIP TEAM MEMBERS ATTENDING:

Taya Whitehead, VP Education & Students  
Lareena Rilkoff, VP College Services  
Brier Albano, Associate VP Student Success  
Stacey Matthews, Executive Director of HR  
Andrea Hall, Executive Director Finance / CFO  
Tiffany Snauwaert, Dean  
Tammie Clarke, Dean  
Tracy Punchard, Dean

### OBSERVERS ATTENDING:

Pablo Pastor, SCFA

### TOPIC

1. TERRITORIAL ACKNOWLEDGEMENT
  - Provided by Bronwyn Krause to open the meeting.
2. INTRODUCTIONS
  - Round table introductions were made.
3. OATH OF OFFICE
  - The oath was taken by all board members in attendance.
4. ADDITIONS TO THE OPEN SESSION AGENDA OF OCTOBER 28, 2025
  - There were no additions or changes to the agenda.
5. ADOPTION OF THE OPEN SESSION AGENDA OF OCTOBER 28, 2025

**Motion:** "To adopt the open session agenda of Oct. 28, 2025 as circulated."

*Carried*

6. ADOPTION OF THE CONSENT AGENDA OF OCTOBER 28, 2025
  - a. Draft Open Session Minutes of June 24, 2025
  - b. Enrolment Dashboard – October 2025
  - c. EdCo Chair Report – October 2025
  - d. Approve Finance & Audit Committee Chair: Amed Naqvi
  - e. Tuition rate article\_HESA\_20250922
  - f. Castlegar Chamber Business Awards
  - g. CICan 2026 Conference Dates

**Motion:** "To adopt the consent agenda of October 28, 2025 as circulated."

*Carried*

7. PRESENTATION: THE COLLEGE'S ORGANIZATIONAL STRUCTURE.

- The President reviewed the current organization chart at the board/leadership level, noting:
  - The leanness of the leadership team
  - The organizational structure supports college priorities and commitments
  - A small executive leadership team streamlines decision-making

8. PRESIDENT'S REPORT

- The President referenced the circulated report and provided a verbal update:
  - In Ottawa this week, talking to funders of the college, building relationships, and receiving federal budget information. The importance of servicing the training needs of the military is being discussed. We are looking at what we can offer the military as it seeks to recruit and train 13,000 people; this could provide a pool of new students to supplement our domestic enrolment. More information on this later this year.
  - The biannual College & Institutes Canada (CICan) conference will take place in Ottawa, April 21-23, 2026. This is a great networking opportunity. Please let the Board EA know if you are interested in attending.
  - Enjoyed attending the SCOPE awards last week. Four faculty members were recognized by their peers and students: Rebecca Deane, Pablo Pastor, Kailey Allen, and John Tucker. It was an inspiring event that illustrated how fortunate we are to have a sense of community. The HR team is developing awards similar to the SCOPE awards across the college for all employees.

9. INFORMATION ITEM:

- Victoria Street Campus Closure
- The President stated:
  - No letters/phone calls regarding the closing of the Victoria Street Campus have been received although there is a Change.org petition with 350 signatures.
  - Met with the students last week.
  - Finding some uninformed negative remarks on social media channels, along with supportive remarks noting the lack of funding.
  - Meeting by invitation for community supporters on Nov 6<sup>th</sup> in Nelson.
- The Dean of the KSA programs stated that faculty are passionate about what they teach, are grieving their jobs and the loss to the arts community. Faculty are respectful and graceful, are supporting the students and are looking forward to Nov. 6<sup>th</sup> meeting.
- Discussion ensued

10. 2024-25 INSTITUTIONAL ACCOUNTABILITY PLAN REPORT

- The VP Education & Students referenced the circulated report, noting that:
  - The Institutional Accountability Plan and Report (IAPR) summarizes the institution's key outcomes and objectives in relation to Ministry expectations.
  - The length of the report has been reduced by approximately half from the previous year.
  - The report is required to be submitted annually to the Ministry and, once approved, will be posted on both the college and Ministry websites.
- Discussion on provincial FTE targets ensued.

**Motion:** "To approve the 2024-25 Institutional Accountability Plan and Report as circulated."

*Carried*

11. NEW PROGRAM APPROVAL IN PRINCIPLE

- **Professional Cooking Certificate**
- The Dean School of Industry Trades & Training, School of Hospitality & Tourism, School of Arts & Technology summarized the circulated briefing material, noting that:
  - The recent IRCC decisions led to the suspension of the former Post-Graduate Culinary Management program, though demand for skilled cooks and kitchen assistants remains strong.
  - A new 8-month Culinary program with a 4–6-month co-op placement is proposed to meet this need and provide students with transferable culinary skills.

- Graduates will be eligible to challenge the Skilled Trades BC Professional Cook 1 certification and may pursue work permits or permanent residency through the Rural Community Immigration Pilot (RCIP).
- The program is designed as a low-risk, revenue-generating initiative utilizing existing facilities and staffing, with strong interest indicated by international student agents.
- The name of the program may change.
- Discussion ensued.

**Motion:** “To approve, in principle, the proposed Certificate in Professional Cooking program, as recommended by Education Council, pending the completion of the full program development and final approval process.”

*Carried*

- **Sustainable Tourism and Destination Management**
- The Dean School of Industry Trades & Training, School of Hospitality & Tourism, School of Arts & Technology summarized the circulated briefing material, noting that:
  - The School of Hospitality & Tourism is proposing to modernize its curriculum with the new Sustainable Tourism and Destination Management program, aligning with Selkirk College’s strategic vision and current industry trends.
  - The long-standing Resort and Hotel Management (RHOT) program was phased out for Fall 2025 due to IRCC changes and a shift toward broader, sustainability-focused tourism education.
  - The new program targets domestic students aged 19–25, offering career-focused learning, paid work-integrated experiences, and pathways to employment and entrepreneurship in the regional tourism economy.
  - Strong labour-market data and feedback from industry partners support this transition, reflecting continued growth and demand across Canada’s tourism sector.
  - The program name may change.
- Discussion ensued on the information provided, and regarding the change in process. The process previously had programs in principle approved by Education Council, but this did not comply with the Colleges and Institutes Acts, and we are reviewing governance processes to ensure we align with the CIA.
- With the change to Board approval, the Board requested that future approval-in-principle briefing notes include more background and contextual information. The Board will discuss the process further in the closed session meeting. President reassured Board that this process did not require members to become curriculum experts; their role is to ensure the new program fits the college’s portfolio and strategic directions.

**Motion:** “To approve, in principle, the proposed Diploma in Sustainable Tourism & Destination Management, as recommended by Education Council, pending the completion of the full program development and final approval process.”

*Carried*

## 12. 2025/26 BOARD COMMITTEE MEETING SCHEDULE AND MEMBERSHIP

**Motion:** “To approve the 2025/26 committee meeting schedule and membership list as circulated.”

*Carried*

## 13. BOARD CHAIR’S REPORT

- Continuing to meet biweekly with the President and more as needed through this challenging time for the college.

## 14. MEMBERS’ REPORT

- A member visited the Selkirk College Technology Access Centre (STAC) and the new Selkirk Ion-source Research Centre (SIRC), both in Trail. Discussed their innovative work and their location/space challenges.

## 15. STUDENTS’ REPORT

- No report provided.

16. CLOSED SESSION

**Motion:** "To move into the closed session."

*Carried*