

OPEN SESSION MINUTES

Tuesday, June 24, 2025

4:30 p.m. – 6:30 p.m.

Staff Lounge, Castlegar Campus / Teams

BOARD OF GOVERNORS

BOARD MEMBERS ATTENDING:

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

REGRETS:

Udayveer Singh Miglani	Abina Thomas
Kim Pham	Debbie Bird
Mary Austin	

LEADERSHIP TEAM MEMBERS ATTENDING:

Taya Whitehead, VP Education & Students
Lareena Rilkoff, VP College Services
Brier Albano, Associate VP Student Success
Andrea Hall, Executive Director Finance / CFO
Maggie Keczan, Dir. Comm. & Public Engagement
Tiffany Snauwaert, Dean
Donna Drover, Director Facilities & Business Services
Tracy Punchard, Dean
Allison Alder, Dean
Marissa Carrasco, Director Student Engagement & Wellness

GUESTS:

Brendan Wilson, School of Environment & Geomatics (SEG) Faculty, Researcher (?)
Pete Schroder, SEG Faculty, Woodlot Manager

OBSERVERS:

Pablo Pastor, SCFA

TOPIC

1. MEETING OPENING
 - Elder Murhi Kencayd opened the meeting in a good way.
2. BOARD NOMINATIONS
 - Moved to the end of the agenda.

PRESENTATIONS TO DEPARTING MEMBERS

 - Moved to the end of the agenda.
3. TERRITORIAL ACKNOWLEDGEMENT
 - Provided by Lareena Rilkoff, VP College Services.
4. ADDITIONS TO THE OPEN SESSION AGENDA OF JUNE 24, 2025
 - Board elections were moved to the end of the agenda.
5. ADOPTION OF THE OPEN SESSION AGENDA OF JUNE 24, 2025

MOTION: "To adopt the open session agenda of June 24, 2025, as amended."

Carried

6. ADOPTION OF THE CONSENT AGENDA OF JUNE 24, 2025

- a. Draft Open Session Minutes of May 27, 2025
- b. Enrolment Dashboard – June 2025
- c. EdCo Chair Report – June 2025
- d. CABRO Diversity Survey Results

MOTION: “To adopt the consent agenda of June 24, 2025, as circulated.”

Carried

7. PRESENTATION

- College Lands
- Presenters:
 - Brendan Wilson, School of Environment & Geomatics (SEG) Faculty, Researcher
 - Pete Schroder, SEG Faculty, Woodlot Manager
 - Tiffany Snauwaert, Dean
- Board members can access the presentation slides [here](#).
- Topics included:
 - Overview and details for each land base; Castlegar Campus, Skattebo Education Forest, Woodlot 400: Maps, ownership/license agreement, management, uses.
 - Connection to the strategic plan and goals.

8. FINAL REFRESHED VISUAL IDENTITY

- Board member John Dutton, and a member of the project’s working group, provided background information on the working/project group.
- The Director Communications and Public Engagement referenced the circulated briefing note, highlighting how this visual identity refresh project builds on the work needed for the strategic plan.
- The Brand strategy was determined first before logo. The brand story is geared toward employees and their work together.
- The Brand promise is student-focused. It will appear on the web, view book, etc.
- The brand strength is the primary focus of the project work and will be the toolkit for the Marketing/Communications Team.
- The logo or visual concept is not ready to share at this point. The final design will be shared with the board within the next two weeks.
- The new tag line has been confirmed: *Where Place meets purpose*
- The new visual identity will launch with employees at the welcome back employee event in late August
- Discussion ensued on traditional marketing plans, messaging and tailored messaging.

9. PRESIDENT'S REPORT

- The President referenced the circulated report, noting and providing verbal updates on the following:
 - Attended several planning meetings across the college, hearing how programs see themselves in the new strategic plan.
 - The SEM (Strategic Enrollment Management) Plan is nearly complete and scheduled for release by the end of June.
 - Domestic enrollment is up by 8%.
 - The bi-annual OCS (Organizational Culture Survey) was conducted in March; results were received yesterday. As anticipated, results are less positive than the previous survey, largely due to changes made resulting from the IRCC policy changes. Results have been shared with the Executive Leadership and will be presented to the Leadership Team soon. Notably, equity-deserving groups rated our efforts higher than non-equity groups. EDI (Equity, Diversity, and Inclusion) maturity is trending upward, though job satisfaction has declined. A summary will be provided at the next Board meeting.
- The President will be applying for a board position with the Degree Quality Assurance Board.
 - Grade 12 international students currently studying in Canada will be able to transition directly to post-secondary institutions.
 - CIP (Classification of Instructional Programs) codes will be realigned soon.
 - The City of Castlegar's Economic Development Committee has proposed a "College Town" initiative, which includes shared signage, student discounts, and welcoming community members to campus, among others. This initiative is still in development, with ongoing discussions involving the Columbia Basin Trust (CBT) as well.

10. MANDATE LETTER DATED JUNE 10, 2025

- The President highlighted that the mandate letter emphasizes financial stewardship, directing the college to maintain current operations and services efficiently, with no provision for new funding, by focusing on cost consciousness, accountability, and achieving efficiencies within existing resources.
- The VP Education & Students confirmed that the Institution Accountability Plan and Report (IAPR), which will be presented to the Board in October, serves as the reporting mechanism for the mandate letter.

MOTION: "To receive the Mandate letter dated June 10, 2025."

Carried

11. DRAFT 2025/26 BOARD CALENDAR

MOTION: "To approve the 2025/26 calendar as circulated."

Carried

12. DIGITAL FABRICATION & DESIGN TUITION REDUCTION

- The Associate VP Student Success highlighted key points from the briefing note.
- Key points included the rationale for the reduction, anticipated enrollment effects, and next steps for implementation pending approval.

MOTION: "That the Tuition and Supplementary Fee Bylaw, effective August 1, 2025, and approved by the Board on February 25, 2025, be amended to change the Domestic Tuition Fees for the Digital Fabrication and Design program from \$11.25 to \$9.70 per contact hour."

Carried

13. FIVE-YEAR CAPITAL PLAN

- The Director of Facilities & Business Services noted the information in the circulated briefing note.
- The two Priority 1 capital projects submitted to the Ministry for approval include:
 - Deep energy retrofit (Castlegar Campus)
 - Waste water treatment facility (Castlegar Campus)
- The Director reported that the Facilities Department's Wildly Important Goal (WIG) is to update the Campus Master Plan to ensure alignment with the Strategic Plan and to inform future Five-Year Capital Plans.

MOTION: "To approve the Five-Year Capital Plan as circulated."

Carried

14. BOARD CHAIR'S REPORT

- Events attended:
 - Foundation Board meeting
 - Foundation Board strategic planning sessions
 - Mount Sentinel Secondary School graduation ceremony to present Selkirk College scholarships

15. MEMBERS' REPORT

- Attended events marking Indigenous Peoples' History Month

16. STUDENTS' REPORT

- No report provided.

17. BOARD NOMINATIONS

- Board Chair
Ken Wyllie nominated Amed Naqvi. No further nominations were received. Amed Naqvi was elected Chair by acclamation.
- Board Vice Chair
Amed Naqvi nominated Thompson Hickey. No further nominations were received. Thompson Hickey was elected Vice Chair by acclamation.

PRESENTATIONS TO DEPARTING MEMBERS

- The President and newly elected Chair, Amed Naqvi, expressed gratitude to the outgoing board members for their dedicated service and significant contributions to the board and the college over the past seven years:
 - Margaret Sutherland
 - John Dutton

18. CLOSED SESSION

Motion: "To move into the closed session."

Carried