

OPEN SESSION MINUTES

Tuesday, March 25, 2025

4:30 p.m. – 6:15 p.m.

Room 208, Trail Campus and Teams

BOARD OF GOVERNORS

BOARD MEMBERS PRESENT:

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

REGRETS:

Udayveer Miglani	Abina Thomas
Mary Austin	

LEADERSHIP TEAM MEMBERS PRESENT:

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
Tammie Clarke, Dean
James Heth, Registrar
Nick Howald, CIO
Donna Drover, Director Facilities & Business Services
Dianne Biin, Director Indigenous Education & Engagement
Maggie Keczan, Director of Communications & Public Engagement

OBSERVERS PRESENT:

Ken Laing, SCFA

TOPIC

1. MEETING OPENING
 - Debbie Bird opened the meeting in a good way.
2. TERRITORIAL ACKNOWLEDGEMENT
 - President Maggie Matear provided the territorial acknowledgment.
3. ADDITIONS TO THE OPEN SESSION AGENDA OF MARCH 25, 2025
 - There were no additions to the agenda.
4. ADOPTION OF THE OPEN SESSION AGENDA OF MARCH 25, 2025

Motion: “To adopt the open session agenda of March 25, 2025 as circulated.”

Carried

5. ADOPTION OF THE CONSENT AGENDA OF MARCH 25, 2025
 - a. Draft Open Session Minutes of February 25, 2025
 - b. Draft Finance & Audit Committee Minutes of Mar. 13, 2025
 - c. Enrolment Dashboard – March 2025
 - d. EdCo Chair Report – March 2025
 - e. Communication ADM Crown Agencies Secretariat Mar. 2025

Motion: “To adopt the consent agenda of March 25, 2025 as circulated.”

Carried

6. PRESENTATION

- Marketing & Communications Interim Plan (Winter/Spring 2025)
- Presenter: Maggie Keczan, Director Communications & Public Engagement
- Presentation slides are linked [here](#) for Board members' review.
- Topics included:
 - Marketing & Communication plan overview (winter/spring 2025)
 - Target Audiences
 - Media Channels
 - Repositioning Selkirk College
 - Looking ahead
- Discussion ensued regarding:
 - Efficiency and effectiveness of driving views to the website; maintains accuracy and integration with other college systems.
 - Ties to labour market needs is a strong strategy to hone outcomes and partnerships.
 - How Marketing & Communications supports the Recruitment Team.
 - Rebranding was planned as part of the strategic planning work to generate cost savings.
 - Recruiters (and faculty) visit high school classrooms and leverage relationships with high school councillors.

7. PRESIDENT'S REPORT

- The President referred to the circulated report and offered additional verbal updates:
 - Appreciation was expressed for the staff's understanding and forward-focused approach in these challenging times.
 - Acknowledgment of the hard work being done by employees and gratitude for the Board's support in decision-making.
 - Optimism for the future, with a goal of developing a more diverse financial model that welcomes all students without reliance on a single group.
 - Key findings from the public perceptions survey conducted for Colleges & Institutes Canada (CICan) were favourable.
 - CIP code movement may happen with move/continued advocacy.

8. 2025/2026 BUDGETING PROCESS

- The Executive Director Finance/CFO stated:
 - The Finance Team is working through the current changes to the budget and aligning the changes with the strategic plan.
 - Time and care are being taken with the changes.
 - With all the work and staff shortages within the Finance Team the request was made to present a draft budget to the Board in May.
 - The PSFS Ministry did not reduce the operating grant for the coming year and approved a \$4.7M deficit for 2026.

MOTION: "To approve the expenditure of the college resources in the amount not to exceed 25% of the last fiscal year's budget to cover operations for April and May of 2025 as an interim measure until the final 2025/26 budget is approved."

Carried

9. PRELIMINARY ENROLMENT PLAN

- The VP Education and Students reviewed the information in the circulated plan for 2025/26, noting:
- The complexity in completing the plan this year
 - A 2% increase in domestic enrolment is expected, consistent with last year and with current application rates. Planning for a 3% increase in domestic enrolment the following year.
 - International student FTEs are expected to decrease by 48% in 2025/26 and by 45% in 26/27
 - International applications for CIP-approved programs are better than expected at this time.
 - Anticipating Engineering and Rural Pre-Med programs to be full with waitlists next year.

10. FACILITIES

- The Director Facilities & Business Services reviewed the circulated report noting:
 - Talented internal staff have completed much of the routine maintenance on all campuses.
 - Major completion of both student housing projects, with positive student feedback.
 - The water project on the Castlegar Campus is almost complete; student housing is tied into the City's water supply. The main campus building is to be tied in soon. New irrigation system is on well water.
 - Mindful of the ability to pivot when choosing projects (that also aligns with the strategic plan).
 - No new projects will be included in the 5-Year Capital Plan submitted to the Ministry as the Ministry's focus continues to be on student housing. The wastewater project will be resubmitted along with the Castlegar window replacement project.

11. REGIONAL SECONDARY SCHOOL SCHOLARSHIP PRESENTATIONS

- Board members considered the circulated dates and volunteered to present scholarship awards at the upcoming regional secondary school graduation ceremonies.

12. 2025 BOARD AWARDS

Motion: "To approve the nomination of Keiko Devaux as the recipient of the 2025 Distinguished Alumna Award as recommended by the Selection Committee."

Carried

13. BOARD CHAIR'S REPORT

- A verbal report listing the Chair's activities over the past month was provided:
 - Attended the BC Board Chairs meeting
 - Completed the President's evaluation interview with the consultant
 - Held bi-weekly check-ins with the President
 - Attended the Finance and Audit Committee meeting
 - Attended the HR Committee meeting

14. MEMBERS' REPORT

- Completed the President's evaluation interview with the consultant
- Helped with a CE course
- Attended the Business After Business event in Trail and will also attend the event in Castlegar this week
- Attended gathering of voices in Kamloops, 1600 Indigenous youth voices

15. STUDENTS' REPORT

- Deferred

16. CLOSED SESSION

Motion: "To move into the closed session."

Carried

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