

## OPEN SESSION AGENDA

Tuesday, February 25, 2025

4:30 p.m. – 6:00 p.m.

Staff Lounge, **Castlegar Campus** /Teams

# BOARD OF GOVERNORS

### BOARD MEMBERS EXPECTED:

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

### REGRETS:

### LEADERSHIP TEAM MEMBERS EXPECTED:

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

### OBSERVERS EXPECTED:

Gerald Lightburn, PPWC  
Ken Laing, SCFA

### GUESTS EXPECTED:

Students' Union Directors  
EdCo Members

| TIME | TOPIC  | SPEAKER                              | OUTCOME                  |
|------|--|--------------------------------------|--------------------------|
| 4:30 | 1. MEETING OPENING   | One of the Old Ones,<br>Donna Wright |                          |
|      | 2. TERRITORIAL ACKNOWLEDGEMENT   | Bronwyn Krause                       |                          |
|      | 3. ADDITIONS TO THE OPEN SESSION AGENDA OF FEBRUARY 25, 2025   | Margaret Sutherland                  |                          |
|      | 4. ADOPTION OF THE OPEN SESSION AGENDA OF FEBRUARY 25, 2025  | Margaret Sutherland                  | <b>Motion to adopt</b>   |
|      | 5. ADOPTION OF THE CONSENT AGENDA OF FEBRUARY 25, 2025 <ul style="list-style-type: none"><li>Draft Open Session Minutes of January 28, 2025</li><li>Enrolment Dashboard – February 2025</li><li>EdCo Report – February 2025</li><li>Email from R. Macrae dated Feb. 10, 2025</li></ul> | Margaret Sutherland                  | <b>Motion to adopt</b>   |
| 4:45 | 6. PRESENTATION (Strategic Plan Dimension #4) <ul style="list-style-type: none"><li>Selkirk College Students Union</li></ul>   |                                      | Information              |
| 5:15 | 7. 2025/2026 TUITION FEE BYLAW (Strategic Plan Dimension #1)   | Brier Albano or<br>James Heth        | <b>Motion to approve</b> |
| 5:25 | 8. PRESIDENT'S REPORT (Strategic Plan Dimension #3)  | Maggie Matear                        | Information              |
| 5:30 | 9. BUDGET PLANNING 2025-26 (Strategic Plan Dimension #1)   | Andrea Hall                          | Update                   |
| 5:40 | 10. EDUCATION DIVISION (Strategic Plan Dimension #2 & #3)  | Taya Whitehead                       | Update                   |

|      |                          |                         |   |
|------|--------------------------|-------------------------|---|
| 5:50 | 11. BOARD CHAIR'S REPORT | Margaret Sutherland     | Information                                   |
|      | 12. MEMBERS' REPORT      | All Board members       | Information                                   |
|      | 13. STUDENTS' REPORT     | Student Board member(s) | Information                                   |
| 6:00 | 14. CLOSED SESSION       | Board Chair             | <b>Motion to move into the closed session</b> |

**STRATEGIC PLAN DIMENSIONS:**

1. Sustainability: Seven Generations and Beyond
2. Focus: Transformative, Distinctive Education
3. Deliver: A High Performance, High-Support Organization
4. Impact: Innovation for Thriving Communities

**EVENTS INFORMATION:**

Real Deadly Run Club, Monday, March 3<sup>rd</sup> at 5:30 pm, Lakeside Park Flagpole, Nelson

Voices & Vibes, Monday, March 3<sup>rd</sup> at 7:30 pm Shambhala Performance Hall, Tenth Street Campus (ticketed event)

More events linked [here](#).

## OPEN SESSION MINUTES

Tuesday, January 28, 2025

4:30 p.m. – 6:10 p.m.

Staff Lounge, Castlegar Campus /Teams

# BOARD OF GOVERNORS

### BOARD MEMBERS ATTENDING:

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

### REGRETS:

|                  |                  |
|------------------|------------------|
| Udayveer Miglani | Christy Anderson |
|------------------|------------------|

### LEADERSHIP TEAM MEMBERS ATTENDING:

Taya Whitehead, VP Education & Students  
Lareena Rilkoff, VP College Services  
Brier Albano, Associate VP Student Success  
Stacey Matthews, Executive Director HR  
Andrea Hall, Executive Director Finance/CFO  
James Heth, Registrar  
Donna Drover, Director Facilities & Business Services  
Nick Howald, CIO  
Marissa Carrasco, Director Student Wellness & Engagement  
Tiffany Snauwaert, Dean  
Tracy Punchard, Dean  
Allison Alder, Dean  
Tammie Clarke, Dean

### OBSERVERS ATTENDING:

Ken Laing, SCFA

### GUESTS:

Leeza Perehudoff, Research Assistant  
Marta Abel, People, Culture & Organizational Development Advisor

### TOPIC

1. MEETING OPENING
  - Elder Gerry Rempel opened the meeting in a good way.
2. TERRITORIAL ACKNOWLEDGEMENT
  - Board member John Dutton provided the territorial acknowledgement.
3. ADDITIONS TO THE OPEN SESSION AGENDA OF JANUARY 28, 2025
  - There were no additions to the agenda of January 28, 2025.
4. ADOPTION OF THE OPEN SESSION AGENDA OF JANUARY 28, 2025

**Motion:** “To adopt the open session agenda of January 28, 2025 as circulated.”

*Carried*

## 5. ADOPTION OF THE CONSENT AGENDA OF JANUARY 28, 2025

- Draft Open Session Minutes of November 26, 2024
- Submission to the Standing Committee on Citizenship and Immigration
- Minister Marc Miller’s reply letter 2024-01339644
- Letter to Minister Kang Nov. 29<sup>th</sup>, 2024
- Minister Kang’s reply letter Dec. 24, 2024
- Enrolment Dashboard – January 2025
- EdCo Report – January 2025
- Draft Finance & Audit Committee Minutes of January 20, 2025
- Draft Governance Committee Minutes of January 20, 2025
- Draft Policy E 10 – Primary Ends
- Mandate letter to Minister Kang dated Jan. 16, 2025

The Board requested that the Mandate Letter to Minister Kang be pulled for further discussion during the President’s report.

**Motion:** “To adopt the consent agenda of January 28, 2025 as amended.”

*Carried*

## 6. EQUITY, DIVERSITY AND INCLUSION

- Equity in Employee Recruitment & Selection Report 2024
- Presentation slides are linked [here](#) for the board members’ review.
- Presenters Marta Abel and Leeza Perehudoff provided the following:
  - An overview of the circulated report and the analyses of data collected from applications received from Nov. 2023 to Oct. 2024
  - Direction from the EDI Action Plan for the report: To develop a process for safely and respectfully collecting and analyzing relevant data and EDI metrics that will support data-informed decision making with respect to identifying priority initiatives and allocating resources
  - Regional and provincial labour force population data
  - Selkirk College recruitment data and trends within the three groups and the employee groups (unions and exempt)
  - Recommendations: Job application terminology to racialized workers, qualitative analytics lens on EDI efforts, 12 month interval or analyses.

## 7. PRESENTATION

- Legal Liability Training
- Presenters Amed Naqvi and Ken Wyllie
- Presentation material, *Top 10 Board Governance Mistakes*, linked [here](#) for Board review, included the following topics;
  - Failing to Understand your fiduciary duty;
  - Too much deference to the Executive Committee or Board Chair;
  - Avoiding hard questions;
  - Insufficient conflict management;
  - Lack of awareness of laws;
  - Operating with outdated or inconsistent governing documents;
  - Airing disagreements outside the boardroom;
  - Recruiting and selecting board members without due care;
  - Failing to document actions appropriately; and
  - Failing to hold people accountable or reviewing program effectiveness.

## 8. PRESIDENT'S REPORT

- In addition to the circulated report, the President stated:
  - The President's Report and goals will continue to be updated to align with the new Strategic Plan.
  - Two Business students (and Student Union Directors), Jaspreet Kaur and Deepak Kumar Angurala, finished in 3<sup>rd</sup> place at a global business simulation competition supported by their Instructor, Mike Konkin.
  - Discussions are underway on aligning college operational plans with the strategic plan, ensuring they complement and support one another.
  - IRCC policy changes: CIP continues to provide high-level advocacy work, adding more programs to the CIP list. Local community members and organizations have also sent advocacy letters to Minister Miller.
- The mandate letter to Minister Kang was high-level but specified the need to identify efficiencies and cost-saving measures within the sector. Given the Province's current \$9.4B deficit and potential impacts from impending U.S. trade developments, no additional funding or one-time year-end allocations are expected this year for postsecondary institutions.
- The Occupational Climate Survey, last taken in 2023, will be offered to all staff in late February or early March. The college is committed to completing the survey every two years. Of note is that the current climate of fiscal emergency is not especially positive and this may be reflected in the results this year.

## 9. TUITION FEE ANALYSIS REPORT

- The Associate VP Student Success noted:
  - The tuition fee comparison information is on page four of the circulated report.
  - Selkirk College charges tuition based on course hours, not credits, as most other provincial institutions do and how hours based complicates the audit process.
  - Selkirk is carefully considering changing to credit-based tuition charges when capacity allows.

## 10. TUITION FEE BYLAW

- Notice of (February) motion.
- The Registrar stated the tuition and fees in the circulated bylaw for 2025-2026 have been adjusted by the Provincial policy amount of 2%.
- Discussion ensued on the changes made to increase accessibility for Academic Upgrading & Development and Indigenous courses.

## 11. QUARTERLY FORECAST REPORT

- The Executive Director of Finance/CFO reviewed the circulated forecast report completed in mid-December, addressed anomalies and shared that a \$1M deficit is projected for year-end, down from the earlier projection of \$2.4M

## 12. BUDGET PLANNING 2025-26

- The Executive Director Finance/CFO provided a verbal update stating all budget holders have completed an initial review of their budgets. A second budget review to find further cost savings and efficiencies has been requested.

## 13. FOUNDATION BOARD INTEREST

- The President referenced the circulated brief and stated the college board is seeking an interested college board member to sit on the Selkirk College Foundation Board. This member would act as a liaison between the two boards. Interested members were asked to contact the President or the Board Chair directly.

14. BOARD CHAIR'S REPORT

- A verbal report of the activities since the November report was provided:
  - Attended the annual Foundation Gala
  - Attended the HR, Finance & Audit, and Governance Committee meetings
  - Joined an introductory meeting with PSFS Minister Kang virtually
  - Board recruitment update: One community member has applied and sent supporting documents to the Crown Agencies & Board Resourcing Office (CABRO); other possible candidates will be contacted.
  - Will meet with the Ministry and CABRO next month to discuss board appointments.
  - The Governance Committee planned a 'Coffee and Cookies with the Board' event before the February Board meeting to provide the board with an opportunity to meet with staff and students casually.

15. MEMBERS' REPORT

- A member stated he applauds the college's efforts to identify and communicate the accomplishments of our students and suggested the board should consider amplifying these stories.

16. STUDENTS' REPORT

- A student member stated:
  - Appreciated the Foundation Gala and the community response. Positive feedback was received.
  - Students appreciated the winter semester Get Connected winter event.

17. CLOSED SESSION

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

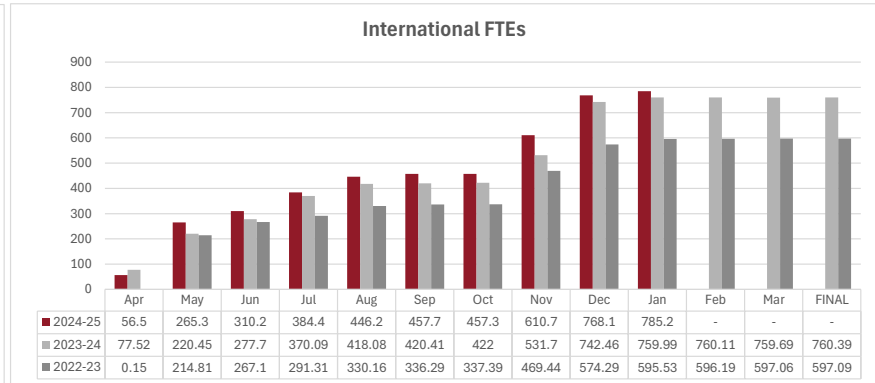
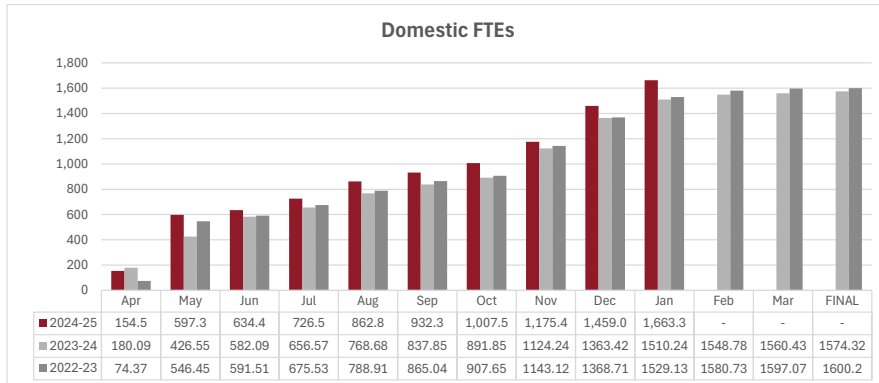
*Carried*

Monthly FTE Report, Summary by Program Type  
2024/25 Fiscal Year

| Monthly Report:           | Apr-24       | May-24       | Jun-24       | Jul-24       | Aug-24       | Sep-24       | Oct-24         | Nov-24         | Dec-24         | Jan-25         | Feb-25 | Mar-25 | Apr-25 FINAL |
|---------------------------|--------------|--------------|--------------|--------------|--------------|--------------|----------------|----------------|----------------|----------------|--------|--------|--------------|
| Domestic FTE, as of:      | May 1        | Jun 12       | Jul 2        | Aug 1        | Sep 3        | Oct 1        | Nov 1          | Dec 2          | Jan 2          | Feb 3          |        |        |              |
| Developmental             | 20.1         | 31.2         | 31.3         | 54.0         | 111.2        | 156.5        | 170.7          | 175.7          | 223.9          | 294.2          |        |        |              |
| Health                    | 65.0         | 173.7        | 178.8        | 202.5        | 235.8        | 236.2        | 278.4          | 294.5          | 330.8          | 362.2          |        |        |              |
| Trades                    | 24.3         | 120.3        | 131.1        | 158.3        | 169.2        | 178.2        | 183.7          | 255.4          | 285.4          | 367.4          |        |        |              |
| Advanced Education        | 45.1         | 272.1        | 293.2        | 311.7        | 346.7        | 361.3        | 374.8          | 449.9          | 618.9          | 639.6          |        |        |              |
| <b>Domestic FTE Total</b> | <b>154.5</b> | <b>597.3</b> | <b>634.4</b> | <b>726.5</b> | <b>862.8</b> | <b>932.3</b> | <b>1,007.5</b> | <b>1,175.4</b> | <b>1,459.0</b> | <b>1,663.3</b> | -      | -      | -            |

| Monthly Report:                | Apr-24      | May-24       | Jun-24       | Jul-24       | Aug-24       | Sep-24       | Oct-24       | Nov-24       | Dec-24       | Jan-25       | Feb-25 | Mar-25 | Apr-25 FINAL |
|--------------------------------|-------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------|--------|--------------|
| International FTE, as of       | May 1       | Jun 12       | Jul 2        | Aug 1        | Sep 3        | Oct 1        | Nov 1        | Dec 2        | Jan 2        | Feb 3        |        |        |              |
| Developmental                  | 6.3         | 26.2         | 26.4         | 28.5         | 46.2         | 52.6         | 52.6         | 52.7         | 62.9         | 66.5         |        |        |              |
| Health                         | 4.0         | 13.4         | 13.9         | 14.4         | 18.3         | 21.0         | 21.0         | 22.0         | 34.6         | 34.9         |        |        |              |
| Trades                         | 0.0         | 0.0          | 0.5          | 0.5          | 0.5          | 0.5          | 0.5          | 1.0          | 2.0          | 2.0          |        |        |              |
| Advanced Education             | 46.3        | 225.8        | 269.4        | 341.0        | 381.1        | 383.6        | 383.2        | 535.0        | 668.6        | 681.8        |        |        |              |
| <b>International FTE Total</b> | <b>56.5</b> | <b>265.3</b> | <b>310.2</b> | <b>384.4</b> | <b>446.2</b> | <b>457.7</b> | <b>457.3</b> | <b>610.7</b> | <b>768.1</b> | <b>785.2</b> | -      | -      | -            |

|                   |              |              |              |                |                |                |                |                |                |                |   |   |   |
|-------------------|--------------|--------------|--------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|---|---|---|
| <b>Total FTEs</b> | <b>211.0</b> | <b>862.6</b> | <b>944.6</b> | <b>1,110.9</b> | <b>1,309.0</b> | <b>1,390.0</b> | <b>1,464.8</b> | <b>1,786.1</b> | <b>2,227.1</b> | <b>2,448.4</b> | - | - | - |
|-------------------|--------------|--------------|--------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|---|---|---|



**FTE Program Detail Comparison  
as of February 3, 2025, February 1, 2024 and 2023**

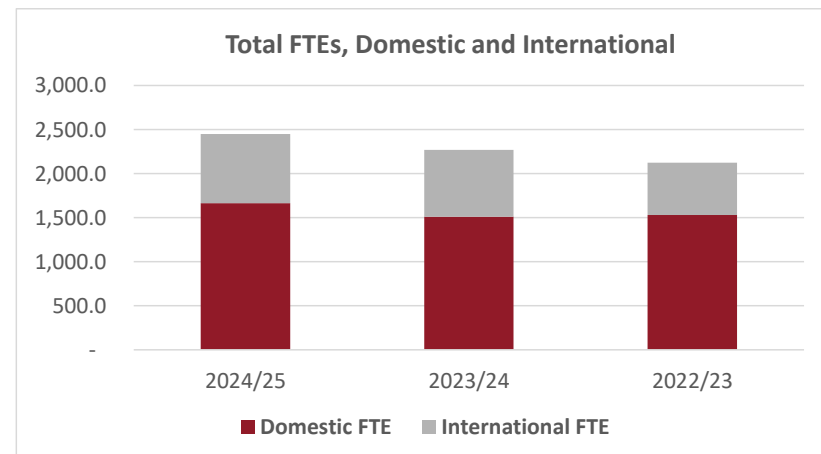
| Summary, 5 Year                       | 2024/25        | 2023/24        | 2022/23        | 2021/22        | 2020/21        |
|---------------------------------------|----------------|----------------|----------------|----------------|----------------|
| Domestic FTE                          | 1,663.3        | 1,510.2        | 1,529.1        | 1,540.9        | 1,464.2        |
| International FTE                     | 785.2          | 759.6          | 595.5          | 567.8          | 595.3          |
| <b>Total FTE</b>                      | <b>2,448.4</b> | <b>2,269.8</b> | <b>2,124.6</b> | <b>2,108.7</b> | <b>2,059.5</b> |
| Domestic Students as a % of FTEs      | 68%            | 67%            | 72%            | 73%            | 71%            |
| International Students as a % of FTEs | 32%            | 33%            | 28%            | 27%            | 29%            |

| Summary by School                        | Dom 24/25      | Dom 23/24      | Dom 22/23      | Int 24/25    | Int 23/24    | Int 22/23    |
|--|----------------|----------------|----------------|--------------|--------------|--------------|
| Academic Upgrading & Development         | 294.8          | 293.0          | 245.6          | 68.7         | 57.6         | 38.1         |
| Arts & Technology                        | 90.8           | 114.2          | 105.0          | 19.8         | 24.3         | 21.8         |
| Business                                 | 51.1           | 46.4           | 43.7           | 258.5        | 275.3        | 205.5        |
| Community Education & Workplace Training | 95.2           | 97.4           | 126.2          | 3.3          | 2.8          | 1.6          |
| Environment & Geomatics                  | 150.3          | 142.8          | 139.6          | 5.4          | 7.5          | 11.3         |
| Health & Human Services                  | 409.6          | 305.7          | 282.4          | 120.0        | 84.6         | 60.0         |
| Hospitality & Tourism                    | 29.2           | 37.6           | 51.4           | 164.3        | 188.7        | 161.0        |
| Industry & Trades Training               | 357.5          | 297.7          | 329.9          | 2.0          | 0.0          | 0.0          |
| University Arts & Sciences               | 184.5          | 175.7          | 205.4          | 143.2        | 118.5        | 96.0         |
| <b>Total FTE by School</b>               | <b>1,663.2</b> | <b>1,510.5</b> | <b>1,529.1</b> | <b>785.2</b> | <b>759.3</b> | <b>595.2</b> |

**Notes:**

-Total FTE and Total FTE by School may differ due to rounding.

-As of July 1, 2024, ELP falls under School of AUD. As of January 2, 2025, historic ELP stats are reported under School of AUD.





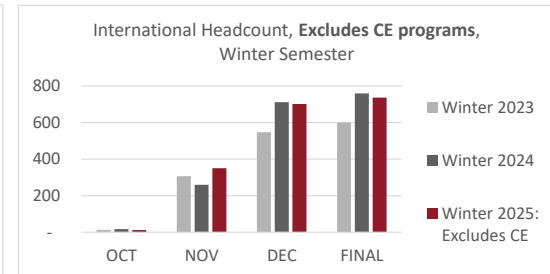
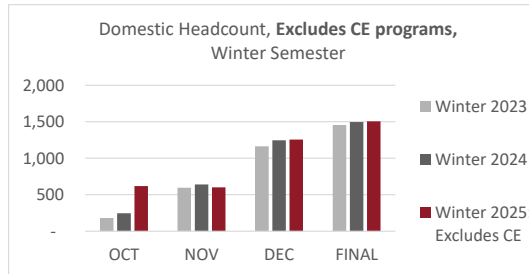
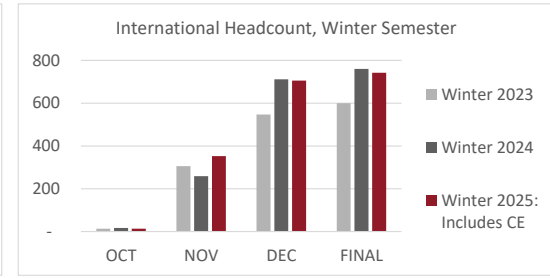
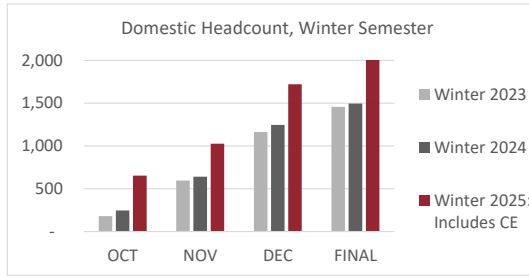
**Final Headcount Report for Winter 2025**  
**as of February 4, 2025, February 2, 2024 and 2023**

| Winter 2025: Includes CE            | Oct-24     | Nov-24       | Dec-24       | Jan-25 Final |
|-------------------------------------|------------|--------------|--------------|--------------|
| Domestic Headcount                  | 654        | 1,027        | 1,722        | 2,045        |
| International Headcount             | 13         | 353          | 706          | 742          |
| <b>Total Headcount, Winter 2025</b> | <b>667</b> | <b>1,380</b> | <b>2,428</b> | <b>2,787</b> |

| Winter 2025: Excludes CE            | Oct-24     | Nov-24     | Dec-24       | Jan-25 Final |
|-------------------------------------|------------|------------|--------------|--------------|
| Domestic Headcount                  | 618        | 602        | 1,256        | 1,507        |
| International Headcount             | 12         | 350        | 702          | 737          |
| <b>Total Headcount, Winter 2025</b> | <b>630</b> | <b>952</b> | <b>1,958</b> | <b>2,244</b> |

| Winter 2024                         | Oct-23     | Nov-23     | Dec-23       | Jan-24 Final |
|-------------------------------------|------------|------------|--------------|--------------|
| Domestic Headcount                  | 247        | 641        | 1,247        | 1,496        |
| International Headcount             | 17         | 259        | 712          | 760          |
| <b>Total Headcount, Winter 2024</b> | <b>264</b> | <b>900</b> | <b>1,959</b> | <b>2,256</b> |

| Winter 2023                         | Oct-24     | Nov-24     | Dec-24       | Jan-23 Final |
|-------------------------------------|------------|------------|--------------|--------------|
| Domestic Headcount                  | 180        | 597        | 1,164        | 1,457        |
| International Headcount             | 13         | 306        | 547          | 600          |
| <b>Total Headcount, Winter 2023</b> | <b>193</b> | <b>903</b> | <b>1,711</b> | <b>2,057</b> |



**Notes:**  
 -As of July 1, 2024, ELP falls under School of AUD. As of January 2, 2025, historic ELP stats are reported under School of AUD.  
 -As of September 3, 2024, to be consistent with reporting all FTE programs, we have added: BC Electrical Code, Adult Literacy Program, Education to Go, and Learning in Retirement, that haven't been included in the past historical headcount.

**Early Application Statistics for Fall 2025**  
**as of February 3, 2025, February 1, 2024 and 2023**

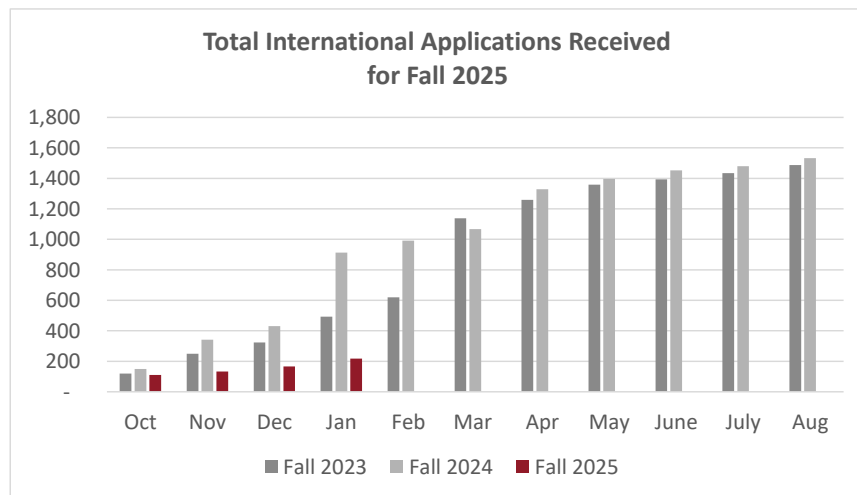
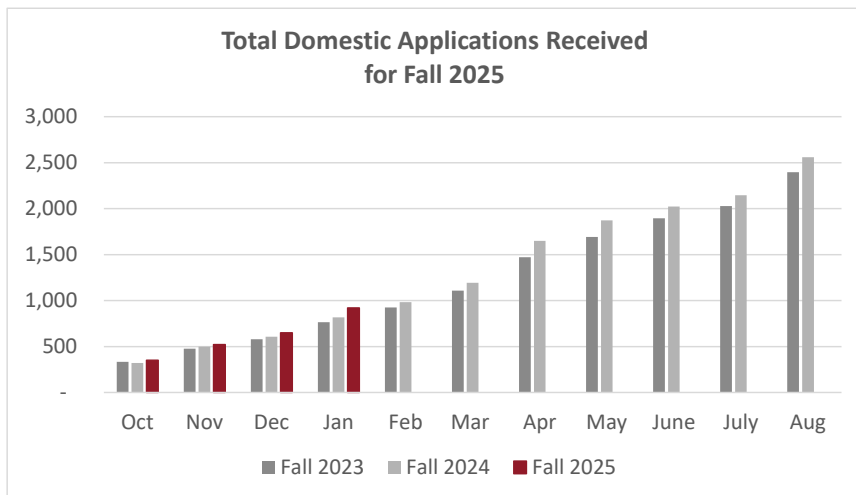
| Fall 2025                          | Oct-24     | Nov-24     | Dec-24     | Jan-25       | Feb-25 | Mar-25 | Apr-25 | May-25 | Jun-25 | Jul-25 | Aug-25 |
|------------------------------------|------------|------------|------------|--------------|--------|--------|--------|--------|--------|--------|--------|
| Domestic                           | 352        | 522        | 649        | 920          |        |        |        |        |        |        |        |
| International                      | 111        | 133        | 167        | 218          |        |        |        |        |        |        |        |
| <b>Total Applications Received</b> | <b>463</b> | <b>655</b> | <b>816</b> | <b>1,138</b> | -      | -      | -      | -      | -      | -      | -      |

| Fall 2024                          | Oct-23     | Nov-23     | Dec-23       | Jan-24       | Feb-24       | Mar-24       | Apr-24       | May-24       | Jun-24       | Jul-24       | Aug-24       |
|------------------------------------|------------|------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
| Domestic                           | 321        | 499        | 606          | 817          | 983          | 1,194        | 1,649        | 1,873        | 2,023        | 2,146        | 2,559        |
| International                      | 150        | 342        | 430          | 913          | 992          | 1,067        | 1,328        | 1,397        | 1,452        | 1,479        | 1,533        |
| <b>Total Applications Received</b> | <b>471</b> | <b>841</b> | <b>1,036</b> | <b>1,730</b> | <b>1,975</b> | <b>2,261</b> | <b>2,977</b> | <b>3,270</b> | <b>3,475</b> | <b>3,625</b> | <b>4,092</b> |

| Fall 2023                          | Oct-22     | Nov-22     | Dec-22     | Jan-23       | Feb-23       | Mar-23       | Apr-23       | May-23       | Jun-23       | Jul-23       | Aug-23       |
|------------------------------------|------------|------------|------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
| Domestic                           | 334        | 475        | 580        | 764          | 926          | 1,107        | 1,472        | 1,693        | 1,894        | 2,028        | 2,395        |
| International                      | 119        | 249        | 324        | 493          | 620          | 1,138        | 1,259        | 1,359        | 1,394        | 1,434        | 1,487        |
| <b>Total Applications Received</b> | <b>453</b> | <b>724</b> | <b>904</b> | <b>1,257</b> | <b>1,546</b> | <b>2,245</b> | <b>2,731</b> | <b>3,052</b> | <b>3,288</b> | <b>3,462</b> | <b>3,882</b> |

**Notes:**

As of July 1, 2024, ELP falls under School of AUD. As of January 2, 2025, historic ELP stats are reported under School of AUD.



## Selkirk College Education Council (EdCo) Chair Report

For: Board of Governors

From Darcy Falkenhagen – February 18, 2025

### Education Council:

February 11, 2025 Meeting Cancelled – No motions for EdCo

### Program Quality Committee (PQC):

February 11, 2025 Meeting attended by Darcy Falkenhagen

Discussion of Rural Pre-Medicine program changes; motion deferred to next meeting

### Curriculum Committee (CC):

January 29, 2025 Meeting attended by Darcy Falkenhagen

Minor course changes were approved in

EDCP 02 Education and Career Planning – fundamental

CPST 02 Computer Science: Fundamental Level

CPSC 60 Computer Science: Provincial Level

CASH 20 Cashflow, Money and Inventory I

CASH 23 Cashflow, Money and Inventory II

NURS 350 Health and Healing VII

### Circle for Inclusive Indigenous Education (CIIE):

February 3, 2025 Meeting attended by EdCo Vice Chair Maggie Kezcan

Discussion of HIST 230 and HIST 231; courses now with a working group

### Education Policy Committee (EPC):

Next meeting Feb 19, 2025 will be attended by Darcy Falkenhagen

### Education Council Engagement Task Force:

Content development continues for EdCo members

### Board of Governors:

January 28, 2025 Meeting attended by Darcy Falkenhagen

**Reminder:** Board members are always welcome and encouraged to observe an Education Council meeting. Our next meeting is on **Tuesday, March 11 from 4:30 pm – 6:30 pm on Teams**. If you are interested in attending the meeting, please contact Darcy Falkenhagen at [dfalkenhagen@selkirk.ca](mailto:dfalkenhagen@selkirk.ca) to RSVP.

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**From:** Robert Macrae <[cortinarius@gmail.com](mailto:cortinarius@gmail.com)>

**Date:** Monday, February 10, 2025 at 5:16 PM

**To:** Maggie Matear <[mmatear@selkirk.ca](mailto:mmatear@selkirk.ca)>

**Subject:** [EXTERNAL] congratulations on the Strategic Plan

Dear President Matear,

Please accept my congratulations on the College's Strategic Plan and share the following with the College Board.

most sincerely,

Rob

Dear President Matear and Selkirk College Board Members,

Normally, I wouldn't bother to comment on Selkirk College's strategic plan. As a retired instructor, other pursuits now fill my days. My fading memory of strategic plans is struggling to connect them with my work especially when the strategic plans would change every five years. Unexpected gusts and gales in the most recent iteration filled my sails with the motivation to write.

The plan's time frame is fifteen years, far more reasonable for an ungainly vessel such as Selkirk College. Tacking every five years allows little time to trim the sails, pick up wind, and run on course without the loss of momentum from frequent jibes and comings about.

The vision, "We are Canada's destination for applied learning and inquiry grounded in a sense of land and place" is a courageous leap in institutional confidence that places Selkirk College on the Canadian stage. Selkirk College has matured to the point where it is entitled to perform not just at the Charles Bailey, but with its unique aplomb, at the National Arts Centre. As a former resident of Ontario, I know there is a market of prospective students who would love the Selkirk College experience that combines an exceptional education with life in BC's fabled West Kootenay region. A marketing initiative designed to recruit students from across Canada holds promise in filling Selkirk's programs with Canadian students.

The mission, "Together, we inspire generations of changemakers through relevant, inventive and sustainable education" is recognition of Selkirk College's exceptional educational culture. Over my career,

I worked at three Canadian community colleges. Of the three, Selkirk College's educational culture was the most nurturing in allowing faculty to innovate. Programs such as the IEPT program that led to the ADGIS that led to the BGIS and ARIC, the nursing degree, Peace Studies, Rural Pre-Medicine, Creative Writing, Pharmacy Technician, Kootenay School of the Arts, reflect the breadth of programs that have sprung organically, bottom-up, from the imaginations of faculty who embraced Selkirk's educational culture – a culture that permitted faculty to imagine and to create relevant, inventive, and sustainable education.

I admire the Strategic Plan's primary goal and its four dimensions. In particular:

- Positioning Selkirk College for Sustainability.
- Deepening our relationship with the land and strengthening our commitment to environmental stewardship.
- Prioritizing innovative approaches to program and service delivery.
- Creating more engaging and memorable student experiences on our campuses and learning centres.

It is because of these goals that I'm bothering to write.

Was it synchronicity that on the same day I received the email containing Selkirk College's Strategic Plan, I was contacted by a former student? She called to share her experiences since graduating from the IEPT program. Prior to attending Selkirk College, she had been a manager in a Value Village store when a customer lost their temper and started to rant at her. That was the moment when she decided to change tack. She discovered Selkirk College's IEPT program online. She enrolled, graduated, and continued her education via an articulation agreement with Thompson Rivers University. She graduated from TRU, and completed the requirements to qualify as a Professional Forester. She has now worked in a range of positions, gaining forestry experience. Most recently, she has been hired by Alberta to monitor forest health in the province's north, a position she describes as a dream job. She regaled me with stories such as a previously undescribed fungus ravaging Alberta's aspens, an organism that may be an endophyte – fascinating - at least to me.

Her comment, and the point of this email, is "The Selkirk College School of Environment & Geomatics does field labs really well."

I'll repeat that because it is the point of this email, "The Selkirk College School of Environment & Geomatics does field labs really well."

She said she couldn't imagine graduating from a university four-year degree program without starting at Selkirk College, where her education was grounded in applied skills delivered through Selkirk College's outstanding field labs. In addition to the applied skills, she acquired the confidence and the knowledge-base to continue her educational journey launched at Selkirk College.

Her comment is praise for Selkirk College's relationship with the land and commitment to strengthen environmental stewardship.

Her comment is praise for Selkirk College's unique and innovative approach to education steeped in and reflective of its exceptional educational culture.

Her comment illustrates how Selkirk College creates more engaging and memorable student experiences that lead to innovative and impactful solutions to real-world challenges - educations rife with academic experiences that set them apart – a theme I've heard from graduates repeatedly.

I'm bothering to write to share my delight in learning that the current Strategic Plan recognizes and intends to build on these strengths over the next fifteen years.

Congratulations

Rob

Robert M. Macrae MSc, BSc (Agr)  
Environmental Technology Instructor (retired)  
Ladysmith, BC, Canada



**Motion:** “To approve the 2025/2026 Tuition and Supplementary Fee Bylaw/Schedule as circulated.”

**TUITION AND SUPPLEMENTARY FEE BYLAW**  
**Effective August 1, 2025**

**RATIONALE:**

Tuition fees (including supplementary fees) will be students’ contribution to the overall costs for direct instructional activities, including materials and supplies used in the delivery of programs, and studio and/or lab facilities.

Ancillary fees provide necessary support to the primary activities or operations related to improved student experience, services and learning, including: a Learning Resource fee for the enhancement of learning resources (inclusive of technology), a Student Services fee to support Healthy Campus initiatives and student’s Transition to Work enhancements, an Activity fee for recreation facilities and programming, and miscellaneous service fees supporting services to students.

Student Union Fees are established by the Selkirk College Student Union and collected by Selkirk College on their behalf.

Separate fee schedules will be determined as required, specific to the requirements of individual Memorandums of Understanding that extend the College’s programming opportunities through public/private partner arrangements.

2025/26 FEE SCHEDULES: (inclusive of In-Person, Online, Hybrid and HyFlex Learning)

| <b>DOMESTIC TUITION FEES</b>  | <b>FEE AMOUNT</b>              | <b>UNIT/COMMENT</b>   |
|---|--------------------------------|---|
| Career Technology   | \$5.30                         | Per contact hour  |
| University Transfer   | \$5.57                         | Per contact hour  |
| Plant Operator / Metal Fabricator / KSA                                   | \$5.44                         | Per contact hour  |
| Degree Programs / Courses – GIS Courses (Nursing not included)            | \$8.45                         | Per contact hour  |
| Web Development and Digital Fabrication and Design                        | \$11.25                        | Per contact hour  |
| Office Administration   | \$6.74                         | Per contact hour  |
| Practical Nursing   | \$12.47                        | Per contact hour - Lecture & Lab  |
|   | \$4.45                         | Per contact hour - Practicum & Clinical   |
| Vocational / Entry Level Trades Training / English Language Program (ELP) | \$3.68                         | Per contact hour  |
| Apprenticeship Trades   | \$111.60                       | Per week  |
| Steps to Opportunities, Academics and Readiness (SOAR)                    | \$650.11                       | Per course  |
|   | \$325.04                       | Per half course   |
|   | \$1,950.33                     | Per semester maximum  |
| Adult Upgrading   | Tuition Free                   | Notional fee of \$650.11/full or \$325.04/half courses (to max \$1,950.33) used to calculate Supplementary & Ancillary fees |
| Adult Upgrading ADGD 60   | Tuition Free                   | Per course  |
| Student Success - College Preparation (below level 10)                    | Tuition Free                   | Pay Activity fee and Student Union fee only   |
| CO-OP Fee (Course Level 100 or higher)                                    | \$348.74                       | Per course  |
|   | \$174.35                       | Per course extension rate   |
| Adult Literacy  | Tuition Free                   | Per course  |
| Nursing Labs (NURS 116, 126, 216 & 226 or equivalent)                     | \$147.76                       | Per semester (plus regular tuition rate)  |
| Clinical/Practicum/Work Term  | \$594.35                       | Per semester (course specific)  |
| Music - Private Lessons   | \$947.37                       | Hour per semester   |
|   | \$474.99                       | 30 minutes per semester   |
| Indigenous Students in INDG or NSLX                                       | Tuition Free                   | Per course for INDG or NSLX courses   |
| Senior (65 years of age or above on first day of class)                   | 50% of Approved Course Tuition | Limited to available seats on first day of class  |
| Public / Private Partnerships   | As Negotiated                  | By project  |
| Audit Fee   | Approved Course Tuition        | Per course  |
| Prior Learning Assessment   | Approved Course Tuition        | Per course  |

| <b>SUPPLEMENTARY FEES</b>   | <b>FEE AMOUNT</b> | <b>UNIT/COMMENT</b>   |
|---|-------------------|---|
| Career Technology   | \$11.60           | Per course  |
| University Transfer   | \$11.60           | Per course  |
| Vocational / Entry Level Trades Training  | \$11.60           | Per course  |
| Trades & KSA Programs   | \$73.88           | Per semester Apprenticeship Carpentry   |
|   | \$147.76          | Per semester Carpentry, Electrical, Heavy Duty Mechanical & Welding Foundations |
|   | \$221.64          | Per semester Fine Woodworking & Millwrite Machinist                             |
|   | \$295.55          | Per semester Digital Fabrication, Textiles & Ceramics                           |
|   | \$444.65          | Per semester Metal Fabricator & Blacksmithing and Metal Art                     |
| Rural Pre-Medicine Program  | \$559.49          | Per semester: Year 1 & 3  |
|   | \$248.65          | Per semester: Year 2  |
| Studio Fee: Digital Arts Diploma, Digital Fabrication and Design Diploma, Web Development Certificate | \$21.78           | Per credit: Year 1  |
|   | \$31.50           | Per credit: Year 2  |
| Studio Fee: Music & Technology Diploma  | \$10.05           | Per credit  |

| <b>ANCILLARY FEES</b>                      | <b>FEE AMOUNT</b>   | <b>UNIT/COMMENT</b>  |
|--|---|--|
| Learning Resource Fee (LRF)                | 10% of Tuition and supplemental fees to a maximum of \$111.40 | Per semester   |
| Student Services Fee (SSF)                 | 4.5% of Tuition and supplemental fees to a maximum of \$275   | Per semester   |
| Student Activity Fee - Castlegar           | \$35.64   | Per semester   |
| Student Activity Fee – All other locations | \$23.68   | Per semester   |
|  | \$1.43 per week to a maximum of \$53.30                       | Per week (exception for Trades programs under 15 weeks or over 30 weeks) |
| Indigenous Students in INDG & NSLX         | LRF, SSF, and Activity Fee not charged                        | Per course   |
| Adult Upgrading ADGD 60                    | LRF, SSF, and Activity Fee not charged                        | Per course   |



| STUDENTS' UNION FEES   | FEE AMOUNT                         | UNIT/COMMENT  |
|--|------------------------------------|---|
| Students' Union Fee, British Columbia Federation of Students Fee, Student Media Fee, and Student Health and Dental Fee | As determined by the Student Union | (AUD is not eligible for the Health and Dental Program) |

## **Communication and Relationship Building:**

- Met with former MLA Michelle Mungall
- Met regularly with the staff of the BC Attorney General's Office regarding the Doukhobors apology fund.
- Met with the Columbia Basin Trust CEO
- Met with the Nelson City CAO and Mayor
- Participated in the Business after Business event on the Trail Campus

## **Student Focus:**

- Attended the CBT student bursary event
- Discussed IRCC changes with student union members
- Attended the Selkirk College Foundation Donor Tea

## **Indigenization, Equity, Diversity, and Inclusiveness:**

- Attended a Fire Circle with Elder Gerry Rempel
- Completed webinar course on Indigenous Women, Girls and Genderful People

## **Strategy, Creativity, and Innovation:**

- Explored software solutions for planning accountability and reporting
- Attended full-day organizational transformation planning

meetings with executive leadership

- Attended the supervisors' budget meeting
- Discussed transformation initiatives and processes with other BC presidents
- Joined the visual identity project team launch meeting

## **Leadership and Professionalism:**

- Attended a BC Business Council meeting in Vancouver along with the Ministry
- Met weekly with college presidents
- Met with the President of the Skilled Trades Training Consortium (STTC)
- Attended the monthly BC Colleges Council of Presidents meeting
- Attended CIBAC's virtual President's Circle meeting

## **Board Relations:**

- Met with the Board Chair bi-weekly
- Along with the Board Chair, met with the Ministry and CABRO to discuss board succession planning
- Attended the Selkirk College Foundation Board meeting

## President and CEO Goals and Objectives Monitor

**Some objectives will be ongoing for the immediate future.** Objectives align with the following strategic plan (2025-40) dimensions:

1. Sustainability: Seven Generations and Beyond
2. Focus: Transformative, Distinctive Education
3. Deliver: A High-Performance, High Support Organization
4. Impact: Innovation for Thriving Communities
5. Other – Government and Board Accountability
6. Other – Leadership and Legitimacy

### Progress Indicators

On track



Somewhat delayed, barrier exists



Substantially delayed, may not achieve



Complete



| Objective and Demonstration / Measurement                    | Strategic Alignment | Outcome or achievement indicator   | President's Comments Comments/ Factors affecting performance     | Months |     |     |     | Board Rating 1-3 |
|--|---------------------|------------------------------------|--|--------|-----|-----|-----|------------------|
|  |                     |                                    |  | Jun    | Sep | Dec | Mar |                  |
| 1. Oversee launch & communication of new strategic plan      | 1-6                 | Launch events                      | Planning process underway for launch in new year                 |        |     |     |     |                  |
| 2. Oversee and monitor Strategic Plan implementation         | 1-6                 | Dashboard                          | Completed last meeting   |        |     |     |     |                  |
| 3. Continue/strengthen engagement with First Nations         | 2,3                 | 1 renewed MOU                      | Continuing to reach out to Nations to try to arrange discussions |        |     |     |     |                  |
| 4. Oversee development of new college logo                   | 3,3, 6              | Process Underway                   | Vendor selected through Expression of Interest process           |        |     |     |     |                  |
| 5. Support achievement of Indigenization and EDI plan goals  | 2,3, 3,2            | LT performance goals               | Ongoing journey - we are all seeking continuous improvement      |        |     |     |     |                  |
| 6. Lead response to change resulting from international cap  | 1,3,5,6             | Minimal impact to OCS <sup>1</sup> | IRCC policy changes continue to be announced without warning     |        |     |     |     |                  |
| 7. Oversee achievement of Institutional Accountability goals | 1,1-6               | IAPR accepted by PSFS              | Continuing to collect data and refine processes in preparation   |        |     |     |     |                  |
| 8. Demonstrate progress on reducing budget deficit           | 1,3,3,1,4, 4,4,3    | Financial reports                  | Preparing scenarios in an uncertain environment                  |        |     |     |     |                  |
| 9. Engage in sectoral advocacy and service                   | 1,2, 5,6            | 3 prov/national committees         | Advocacy efforts directed at IRCC, PSFS, BCTT, local gov't       |        |     |     |     |                  |
| 10. Support Foundation in establishing new operating model   | 1,3,2,2,4, 3        | Foundation operating plan          | Support as needed  |        |     |     |     |                  |
| 11. Monitors and reports on cybersecurity risk as needed.    | 1,2, 1,3,3,1        | Information at meetings            | Regular meetings with CIO  |        |     |     |     |                  |

<sup>1</sup> OCS is the Organizational Climate Survey, planned for winter 2025