Minutes

Regular Meeting of the Board
February 27, 2026

CNC

Board Member Attendance:

B. Boswell
B. Buksa
B. Campbell
F. Khan
V. Kumar
T. Lewis
D. Nnane
S. Rock - **Regrets**
R. Saxena - **Regrets**
D. Schroeter, Co-chair
L. Scott
W. Schwab
J. Vasily, ***Regrets***
C. Heitman, President
J. Hess, Secretary

Administrators' Attendance:

S. Carter-Rose, Vice President Student Affairs
J. King, Vice President Indigenization
B. McKay, Vice President Academic
T. Szerencsi, Vice President Finance & Corporate Services

1. CALL TO ORDER **1:36pm**

The College of New Caledonia acknowledges that the Prince George campus is located on the unceded territory of the Lheidli T'enneh First Nation. We are grateful for the opportunity to contribute to the community on Lheidli Keyoh and neighboring territories, and with understanding and respect, we aspire to be positive contributors toward truth and reconciliation

a) Board member disclosure of any actual, potential or perceived conflicts of interest in accordance with procedures set out in the Board Code of Conduct. **No conflicts.**

2. APPROVAL OF CONSENT AGENDA

a) **MOTION: MOVED THAT** the Consent Agenda be approved. The Consent Agenda includes the draft minutes of December 12, 2025, Regular Meeting of the Board.

Boswell/Scott **Carried**

3. ADOPTION OF AGENDA

a) **MOTION: MOVED THAT** the agenda be approved as presented.

Buksa/Boswell **Carried**

4. REPORTS

a) **President's Report.**

Under the themes of Recovery, Sustainability, Transformation, and Growth, President Heitman highlighted several initiatives and projects contributing to the College's continued development. Recent successes include the NorthWorks Career Fair, which created valuable connections with potential industry partners, as well as preparations for upcoming Open Houses in both Quesnel and Prince George. She also noted that the Strategic Plan refresh is underway. Once completed, a second complementary plan will be developed to outline the associated tactics, strategies, measures, and targets.

VP S. Carter-Rose provided an update on CNC's Youth Initiative Strategy. On January 14, CNC hosted a partnership luncheon with the three regional school districts—an event that strengthened collaborative relationships. The official launch of the Youth Initiative Strategy is scheduled for April 28 on campus and will feature youth engagement activities, a luncheon, and the formal unveiling of the strategy.

VP J. King shared updates on CNC's work in Equity, Diversity, Inclusion & Belonging (EDIB). Recent data collected from the CNC community has been analyzed, leading to the identification of six EDIB priorities based on feedback from students, staff, and faculty.

VP B. McKay spoke about ongoing conversations with the Ministry and strategic partnerships with communities and industry. His recent attendance at the Natural Resources Forum in Prince George reinforced the significant demand for industry-aligned training. He emphasized that CNC is well-positioned to respond to these opportunities and noted that the College has been investing heavily in developing sustainable academic programs to support long-term growth.

b) **Education Council Report**.

W Schwab, Chair of EdCo reported that at a recent bi-election, a new trades faculty member was elected – the appointment of an indigenous faculty member is pending. Student elections will take place soon, no more bi-elections are expected, and a full election will take place in May 2026.

c) **Program Headcount Report**.

S. Carter-Rose reviewed this document which compared three years, 2024, 2025 & 2026 - reporting application comparisons is what CNC is consistently watching. January is typically more of a challenging month to have students start programs, so the fall version of this report will be more specific. It was expected that international student numbers would drop, however overall, there is positive growth in indigenous and domestic students

5. **YINKA DENE COUNCIL REPORT** – No Report. The next meeting of YDC is scheduled for April 2, 2026.

6. **BOARD COMMITTEES**

Committee chairs reported on committee meeting summaries as attached, providing an opportunity for discussions.

a) **Executive Committee** - reported by D. Schroeter for J. Vasily
b) **Finance & Audit Committee** - reported by B. Campbell
c) **Governance Committee** - reported by D. Schroeter

A motion was brought forward by the Governance Committee to rescind bylaws that were no longer relevant and were discovered as legacy motions from February 2021. Standard Operating Procedures will be created for these bylaws.

MOTION: MOVE THAT the following bylaws be rescinded: Bylaw #14 Naming of College Facilities & Other Infrastructure; Bylaw #16 Land Use, and Bylaw #18 Display of Flags.

Boswell/Buksa **Carried**

d) HR Committee – reported by T. Lewis.

7. **ACTION/DECISON ITEMS**

a) **New Business Program Approval** – B. McKay, Vice President Academic

Dr. McKay reviewed the briefing note and provided an overview of this 2-year program, the first year of the program will offer a series of course competencies and the second-year students will be able to take courses more specific to their areas of interest. The development of this program included good input from both faculty and industry and should this be approved by the Board, the first foundational year will start in September 2026.

MOTION: MOVE THAT: The Board approve the proposed new Business Administration Program

Buksa/Nnane **Carried**

b) Proposed Tuition – New Business Program

Dr McKay acknowledged the role of EdCo in the process of developing this new program. He reviewed the proposed tuition fees for the courses in Business Administration. There was discussion regarding affordability for students, and further discussion regarding student opportunities for scholarships and bursaries. The costs presented in the briefing note reflect the true costs of delivering course and CNC is not in a position to subsidize courses.

MOTION: MOVE THAT: the Board approves that the tuition fees for the courses in Business Administration that were approved by EdCo on February 10, 2026

Buksa/Scott **Carried**

c) CNC Research Forest.

MOTION: MOVE THAT the Board approves the CNC Research Forest Management Plan as presented for submission to the Ministry of Forests, and that CNC President Cindy Heitman be authorized to sign the plan on behalf of the College.

Boswell/Scott **Carried**

9. **INFORMATION/DISCUSSION ITEMS**

a) **Board Calendar.** The next full meeting of the Board is scheduled for Friday, April 24, 2026

10. ADJOURNMENT

Motion to Adjourn Meeting

Kumar/Buksa

Adjourned 3:08pm

David Schroeter, Board Co-Chair

Date: May 28, 2026

Jennifer Hess, Board Secretary

Date: May 28, 2026.