

Jared	Basil	Appointed member – Chair
Ryan	Watmough	Appointed Member – Vice Chair
Lainee	Eccleston	Appointed member
Elizabeth	Farthing	Appointed Member
Anne	Glassford	Appointed member
Megan	Lohmann	Appointed Member
Kris	Murray	Appointed Member
Faye	O'Neil	Appointed Member
Amber	Van Drielen	Appointed Member
Nathan	Dueck	Chair – EdCo
Jenn	Smith	Elected CUPE
Sharon	Demaine	Elected Faculty
Aryan	Singla	Elected Student
Michael	Sewah	Elected Student
Michael	Crowe	President & CEO
Robin	Hicks	Vice President, Academic
Brian	Muscat	Vice President, Student Success
Ariane	Tennant	Executive Director, Employee Experience
Nathan	Skretting	Vice President, Strategy, Budget and Operations
Dana	Wesley	Executive Director, Indigenization, Equity, Diversity and Inclusion
Susan	Woods	Executive Assistant, President and Board of Governors

*Highlighted indicates NOT in attendance

4.1 Welcome and Call to Order

a. Territorial Acknowledgement

Jared thanked everyone for their participation at the Board Retreat and their continued support of the work of the Board and the College.

b. Welcome to Board Members and members of the Public

Jared welcomed members of the Board and public to the Public session of the Board.

4.2 Order of Business

a. Additions and approval of the agenda

The following items were added to the agenda:

4.12 In Camera Session

4.12 a. HR Recommendation

4.13 KPI Approvals

MOTION to approve the agenda as amended

MOVED by Ryan, seconded by Amber, carried

b. Oath of Office – Joan Kaun, Michael Sewah, Aryan Singla

Joan was present and delivered her Oath of Office to the Board. Michael and Aryan were not present.

4.3 Consent Agenda

Items on the Consent Agenda consisted of:

- a. Confirmation of Minutes: September 12, 2025
- b. Q2 Forecast
- c. Board Budget
- d. Cheque Register
- e. Status Report
- f. Media Releases

MOTION to approve the items on the consent agenda as presented and recommended by the Finance Committee

MOVED by Anne, seconded by Kris, carried

4.4 Monitoring Report:

- a. Institutional Headcount Summary – Stable Enrolment Fall 2025

Brian reviewed the Fall Term Stable Enrolment Report noting that we are slightly down (-2.6%) on domestic enrolments by headcount and -34.5% for international education. These declines were in line with what we were expecting due to changes in the policies introduced by the Federal Government. Despite this, we have seen increased numbers in many of our programs including Dental Assisting, MAST University Arts and Science, Fire Training Practical Nursing and Office Administration with the bulk of our declining enrolments seen in ATBO, Child, Youth and Family, Business Management, Kinesiology and Tourism Management. Our overall change in headcount from 2024 fall to 2025 fall is -9.1%.

4.5 Unfinished General Business:

There was no unfinished general business

4.6 Business Arising and/or New Business:

- a. Employee Experience Survey – Committee Recommendations

Members of the Employee Experience Advisory Committee including John McDonough, Nathan Skretting, Joan Kaun, Dana Wesley, Kristy Brons and Ariane presented recommendations for actions that the College can undertake to address concerns that have been voiced both through the Employee Experience Survey and the follow-up conversations at the Regional Campuses. The recommendations were grouped under six themes being 1. Cultivating Health, Safety and Wellbeing at Work; 2. Advancing EDIIB at Work; 3. Leveraging and Growing Talent; 4. Fostering a Positive Work Culture; 5. Offering Competitive Compensation; 6. Innovating our Work Practices.

Next steps for the committee include 1. Working with the Executive Leadership Team on advancing the recommendations; 2. Track actions related to recommendations; 3. Develop a communication plan for employees; 4. Continue consultations in Cranbrook; 5. Report to the Board in June on progress.

- b. Centre for Economic and Workforce Development - Update

Robin provided an overview of the progress being made on the development of the Centre for Economic and Workforce Development. We have changed the titles for the campus managers to *Manager, Workforce Development and Campus Operations*, to reflect the focus on connecting education, industry, communities

and government to address skills gaps and prepare individuals for emerging opportunities and strengthening regional economic resilience.

We have a new Regional Programmer in place working from the Creston campus with a new Creston manager been hired and will be starting on December 1st (at 60%), and interviews currently underway for a Manager of Workforce Development.

Significant programming is taking place at the Invermere campus for the Shuswap and SD6. All SD6 students are required to have first aid and AED training, so we have developed a hybrid model that is more affordable for the school district.

Public offerings have seen a decline in enrolments, but we are seeing an increase in company cohorts. We are working on developing more training models that can be delivered across all campuses.

This information was brought to the Board for information.

c. Appointment of Auditor (for approval)

Our auditors are engaged on a five-year contract of which we are in the second year. One of the requirements of our contract is for annual approval by the Board to continue the appointment of the auditor.

MOTION to approve the annual appointment of the Auditor as presented and recommended by the Finance committee

MOVED by Laine, seconded by Megan, carried

d. 2026 – 2027 & 2027 – 2028 College Important Dates (for approval)

Each year the Office of the Registrar develops the College Important Dates which is reviewed by Education Council. It is the responsibility of Education Council to advise the Board of Governors on the College Calendar (academic schedule) according to the College and Institute Act 23 (1) (h). Education Council reviewed the 2026-2027 and 2027-2028 College Important Dates and has recommended them for Board approval on November 07, 2025. Brian joined the table and reviewed the important dates calendars. There were two changes of note being the addition of the UACE Directed Studies course dates and information throughout calendars and the removed reference to Tourism Management in co-op work placement for May and September 2026/2027.

MOTION to approve the 2026 – 2027 and 2027 – 2028 College Important Dates as presented

MOVED by Liz, seconded by Ryan, carried

e. President's Personal Objectives (for approval)

At the September meeting of the Board, Michael reviewed his President's Personal Objectives with members and received input. This input has been included in the final version which he presented at the working session of the Board. The final objectives require formal approval by the Board.

MOTION to approve the President's Personal Objectives as presented (with edits)

MOVED by Ryan, seconded by Megan, carried

4.7 Correspondence:

There was no correspondence for today's meeting

4.8 Officer Reports:

a. Board Chair's Report

Jared thanked the group for their support and involvement at this year's retreat and feels that each retreat is getting better. The social climate and government policies are going to create some difficult challenges for us in the coming years. We need to recognize that nobody is coming to save us. We need to continue to be strategic and look for revenue generating opportunities for the College. He encouraged Board members to continue in their advocacy of the College to help ensure our success.

b. President's Report

Michael thanked the Board and his team for their work towards a very successful Board retreat.

Michael and Dana are working with the Ktunaxa on a renewal of our joint MOU and are also in conversation with the Shuswap Band in Invermere regarding the opportunity to enter into a separate MOU with them. We recently kicked off our 50th Anniversary celebrations with an event on campus with many Board members in attendance. Michael presented to the RDEK Board on our program offerings and our economic and social impact within our communities.

Michael recently travelled to Victoria to take part in the UBCM conference where he had the opportunity to meet with local Mayors and Ministry representatives including Anne Kan, Ravi Cowan, the Minister of Infrastructure, Minister of Finance Brenda Bailey, and Minister Jessie Sunner to discuss sector sustainability and institutional differentiation.

The College hosted the Economic Development Summit in partnership with CFEK on October 1, 2026 which included a keynote speaker and panel discussion with community leaders and special guest Deputy Minister Jobs and Economic Growth Fazil Mihlar. The event was well attended by community members. The KORE Conference also took place on October 1st in Kimberley, which Michael attended along with the Cranbrook Chamber Evening of Excellence.

Michael recently visited Ottawa and took part in meetings with representatives of Employment and Development Canada (ESDC), and Secretary of State Stephen Fuhr along with the Mining Human Resources Council and Innovation, Science and Economic Development Canada (ISED). College and Community Innovation Program (CCIP) has been reduced from \$120 to \$90 million per year. Colleges are mentioned in the infrastructure funding portion of the Federal Budget. The immigration plan target for this year is 300,000 with a reduction planned for next year down to 155,000.

Lastly Michael shared that both the Men's and Women's volleyball teams are ranked nationally with the men's team ranked number one and the women's team ranked fifteenth.

c. EdCo Report

Nathan Dueck included two EdCo reports in the meeting package which included a summary of motions for the past year as well a report for the September and October meetings. The committee is currently working on curriculum changes and revisions to the EdCo Terms of Reference.

4.9 Agenda Items for Next Meeting (February 12, 2026):

The following items were identified for the February meeting:

- 2026 – 2027 KPI Target Setting (private)
- Tone setting/Board Diligence item (private)
- Draft Communication of KPI's to staff (private – Michael)

Anyone who has additional items is asked to send them to Jared and Susan.

4.10 Information and Good of the Institution:

Brian shared that we had 343 students attend the recent Open House afternoon session with an additional 122 people attending the evening session. The rise in numbers is attributed to our ability to organize bussing to the College from schools throughout our region. We have had four “student for a day” requests as a result.

Jenn shared that the Career Fair is coming up soon. If anyone knows of organizations that would benefit by attending, they are asked to send information to Jenn.

Nathan Dueck recently gave a lecture as part of the COTR Museia Series titled *Jesus vs Superman*. He is happy to send the link to the recording to any interested members.

4.11 Questions from the Public regarding any Agenda item:

Sheena enquired about the upcoming Defense funding that was recently announced. Michael noted that it is too early in the process to identify what opportunities will exist for us. CIGan is organizing meetings for any interested colleges across the country.

Kristy noted that the bar graph regarding Capital Projects does not reflect progress to date on the various projects and inquired about the progress of the road project. Nathan noted that the graph only represents progress to the end of September. Allan is working with the city to help move this project forward but with winter coming we will need to apply to extend the funds into our next fiscal.

MOTION to move in-camera

MOVED by Joan, seconded by Ryan, carried

4.12 Additional Items – discussed in camera

MOTION to move out of in camera

MOVED by Megan, seconded by Liz, carried

4.13 2025 – 2026 Board KPI's

MOTION to approve the 2025 – 2026 Board KPI's as presented and recommended by the Executive and Governance Committee, understanding that there is a select few KPI's that still require clarity.

MOVED Liz, seconded by Joan, carried



4.12 Adjournment

MOTION to adjourn
MOVED by Faye

Distribution to Members:

Jared Basil, Lainece Eccelston, Elizabeth Farthing, Anne Glassford, Megan Lohmann, Michael Murphy, Kris Murray, Faye O'Neil, Amber van Drielen, Ryan Watmough, Jenn Smith, Joan Kaun, Nathan Dueck, Michael Sewah, Aryan Singla

College:

Michael Crowe, Robin Hicks, Brian Muscat, Nathan Skretting, Ariane Tennant, Dana Wesley

DRAFT