

COAST MOUNTAIN COLLEGE BOARD OF GOVERNORS REGULAR MEETING MINUTES

June 12, 2026, 12:15pm-2:30pm

Virtual Location: Microsoft Teams

Coast Mountain College serves six First Nations in Northwest British Columbia: Gitksan, Haida, Haisla, Nisga'a, Tsimshian and Wit'suwit'en and acknowledges the traditional territories its campuses reside on. We also collaborate with our close neighbors in the Tahltan Nation.

Attendance

Board Vice-Chair, A. Smith, Order-in-Council – July 31, 2026
B. Markert, Order-in-Council – July 31, 2026
D. Allen, Order-in-Council – July 31, 2026
Dr. L. Waye, President & CEO
H. Anjaria, Staff Elect – August 31, 2028
K. Anaka, Student Representative Elect – August 31, 2026
M. Horner, Order-in-Council – July 31, 2026
M. Mehr, Order-in-Council – July 31, 2026
S. Downs, Faculty Elect – March 31, 2029
S. Sheeba, Student Representative Elect – August 31, 2026
T. MacMillan, Order-in-Council – July 31, 2027

Regrets

Board Chair, C. Butcher, Board Chair – July 31, 2026
N. Jamieson, Order-in-Council – July 31, 2026
P. Michell, First Nations Council Chair
R. Riesen, Education Council Chair – March 31, 2026
T. Onuora, Order-in-Council – July 31, 2027

Guests

A. Kang, Director, President's Office
Dr. T. Kunkel, Vice President, Academic, Students & International
M. Doyle, Vice President, Corporate Services & CFO

1.0 Call to Order & Territorial Acknowledgement	<i>For Action</i>
The Board Vice-Chair, A. Smith called the meeting to order at 12:15am.	
2.0 Adoption of the June 12, 2026, Board Regular Meeting Agenda	<i>Motion Carried</i>
On the motion made by H. Anjaria and seconded by B. Markert	

Motion: That the June 12, 2026, Board Regular Meeting agenda be adopted as presented.	
3.0 Adoption of the March 13, 2026, Board Regular Meeting Minutes On the motion proposed by M. Horner and seconded by B. Markert Motion: That the March 13 2026, Board Regular Meeting minutes be adopted as presented.	<i>Motion Carried</i>
4.0 President's Report to the Board – President & CEO, Dr. L. Waye Dr. L. Waye presented a report to the Board. Student Enrolment Data: • Distinct student count per academic year ○ 2021-2022: 826 ○ 2022-2023: 847 ○ 2023-2024: 884 ○ 2024-2025: 981 ○ 2025-2026: 1,062 Fall Application Update: • 712 domestic applications for Fall 2026 ○ Terrace/Kitimat: 306 ○ Prince Rupert/Coastal: 126 ○ Smithers/Eastern Region: 104 ○ Other/Out of Region: 176 Graduate Data: • Total Graduates: 355 ○ Domestic Graduates: 136 ▪ Indigenous Graduates: 59 ▪ Non-Indigenous Graduates: 77 ○ International Graduates: 219 Asset Disposition Process: • The Kitimat and Houston campuses are currently operating under month-to-month leases with existing businesses. • An update on the Hazelton campus disposition process will be provided in September. The matter is currently with the Ministry of Infrastructure, with a firm closure date of November 27.	<i>For Information</i>
5.0 Chair's Report to the Board – Board Vice-Chair, A. Smith The Board Vice-Chair, A. Smith noted the Board Chair, C. Butcher enjoyed attending all three convocation ceremonies.	<i>For Information</i>

T. MacMillan expressed appreciation for the significant behind-the-scenes work that contributed to the success of the convocation ceremonies. 5.1 Key Decisions and Directions from the Closed Door meeting <i>Please note, as this meeting was held in camera, not all decisions or directions are reported in this section. Only information deemed appropriate for disclosure by the Board Chair is included.</i> The Board Vice-Chair, A. Smith noted that there is nothing to report on from the Closed Door meeting.	<i>For Information</i>
6.0 Presentations 6.1 CMTN IAPR Presentation - Vice-President, Academic, Students & International, Dr. T. Kunkel Dr. T. Kunkel presented the 2025/2026 Institutional Accountability Plan and Report (IAPR) to the Board, providing an overview of the report, including strategic direction and context, mandate priority reporting, strategic initiatives, the performance plan and report, and performance measures. • Strategic initiatives include: ○ Sexual violence prevention and response initiatives ○ supports for former youth in care, including participation in the Provincial Tuition Waiver Program ○ K-12 transitions and dual credit programming ○ work-integrated learning ○ reporting on housing costs and availability within the region. • Dr. T. Kunkel reviewed the IAPR reporting timeline and key deadlines. The report was expected to be submitted with Board sign-off by July 10, 2026. • Following Ministry review and feedback, the final IAPR is to be resubmitted with Board sign-off in October 2026, with publication anticipated in Fall 2026. The Board Vice-Chair, A. Smith raised a question about potential duplication of student support services and how students are connected with appropriate resources, including services available within their communities. Dr. T. Kunkel noted that students on campus have several points of access to support, including the Coordination, Assessment, Response, and Education (CARE) Team, Student Health and Wellness, Campus Managers, Student Engagement, and Learning Assistance. Faculty may also identify students who may require additional support through the Early Alert Referral System (EARS), with referrals directed to the appropriate area. These services work together to help ensure students are connected with the appropriate supports. For students located in communities, many services are available online, and College employees also provide outreach within communities.	<i>For Information</i> <i>For Information</i>

The Board Vice-Chair, A. Smith raised a question about relationship-building with community service providers and whether the College is aware of and connected to resources available within each community. Dr. T. Kunkel noted that First Nations Access Coordinators (FNACs) are available across campuses and play an important role in helping students navigate community resources and advocating for students as needed. H. Anjaria noted that the FNAC team is well connected with communities throughout the region and regularly shares relevant information and resources by email. 6.2 Adoption of the CMTN IAPR On the motion made by H. Anjaria and seconded by D. Allen Motion: <i>That the CMTN IAPR be adopted as presented, with the understanding that there will be additional data from the Ministry and that any amendments required by the Ministry will be incorporated accordingly.</i>	<i>Motion Carried</i>
7.0 Risk Report – Vice-President Corporate Services & CFO, M. Doyle M. Doyle presented an overview of the CMTN Risk Register to the Board. • Risks 10, 25, 1, 15, 12, and 27 were identified as the College’s highest risks. • Many of the identified risks can be mitigated through appropriate strategies and controls. 7.1 Adoption of the CMTN Risk Register On the motion made by B. Markert and seconded by M. Mehr Motion: <i>That the CMTN Risk Register be adopted as presented.</i>	<i>For Information</i> <i>Motion Carried</i>
8.0 Finance & Audit Committee Report to the Board – M. Mehr The Finance and Audit Committee Chair, M. Mehr provided a verbal report to the Board. • The Finance and Audit Committee met on May 14, 2026. • The Board held an extraordinary meeting on June 3, 2026 to approve the Fiscal 2026 CMTN Audited Financial Statements, CMTN Budget for Fiscal Year 2026 and the Five-Year Capital Plan. • M. Mehr noted that the Board has been kept well informed through the information and updates provided.	<i>For Information</i>

8.1 Fiscal 2026 CMTN Audited Financial Statements Update – M. Mehr M. Mehr provided an update on the Fiscal 2026 CMTN Audited Financial Statements. • The auditors concluded that the financial statements were presented fairly. • The Board reviewed the financial statements, noting that the amounts presented are comparable. • M. Mehr noted that the accumulated surplus supports the College’s ability to meet its financial obligations and provides financial flexibility.	<i>For Information</i>
8.2 CMTN Budget for Fiscal 2027 Presentation – Vice-President Corporate Services & CFO, M. Doyle M. Doyle presented the CMTN Budget for Fiscal Year 2027. • Consolidated Budget: ○ Increases in union and management wages. ○ International education revenue is being removed from the budget, as the College can no longer rely on this revenue source. ○ A new structure is being developed to expand contracts, Workforce Training, and Continuing Studies. • Operating Expenses: ○ Wages and benefits may increase as contracts, Workforce Training, and Continuing Studies expands. ○ Service contract expenses are expected to decrease as the College continues to streamline its IT services. ○ No additional investment in International Education is currently planned. • A \$1.5M deficit is projected for the current fiscal year and is not expected to be exceeded, allowing the College to invest in future years.	<i>For Information</i>
9.0 Policy Review Committee Report to the Board – D. Allen The Policy Review Committee Chair, D. Allen provided a verbal report to the Board. • The Policy Review Committee last met on March 22. • One policy was reviewed by the Committee and is being brought forward to the Board for approval. 9.1 Adoption of the Social Media Policy (ADM-020) On the motion made by Policy Review Committee Chair and seconded by B. Markert. Motion: That Social Media policy (ADM-020) be adopted as presented.	<i>For Information</i> <i>Motion carried</i>
10.0 First Nations Council Report to the Board – P. Michell	<i>For Information</i>

The First Nations Council Chair, P. Michell was not available to provide a report to the Board.	
11.0 Education Council Report to the Board – R. Riesen The Education Council Chair, R. Riesen was not available to provide a report to the Board.	<i>For Information</i>
12.0 Meeting Adjournment On completion of the agenda, the Board Vice-Chair, A. Smith declared the meeting adjourned at 2:00pm.	<i>For Adjournment</i>

