

NICOLA VALLEY INSTITUTE of TECHNOLOGY

Board of Governors

MINUTES

Meeting #2015/05 – November 16, 2015

Lower Nicola Indian Band Boardroom  
[181 Nawishaskin Lane, Highway 8 West]

Date: \_\_\_\_\_

BOARD MEMBER'S SIGNATURE: \_\_\_\_\_

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<b>BOARD MEMBERS PRESENT:</b>	Faye Ahdemar	Anna Celesta [via phone]
	Shane Coutlee	Lyndale George [via phone]
	Michele Guerin [via phone]	Marcia Mejia-Blanco
	Melissa Pinyon	Jamie Sterritt
	Charlene Taylor [via phone]	Sandra Tiessen
	Angela Wesley	

Joanne Armstrong [non-voting] [via phone]  
Ken Tourand [non-voting]

**BOARD MEMBERS REGRETS:** Yvonne Mensies

**ELDERS:** Bernice Ball Jim Fountain

<b>STAFF:</b>	Verna Billy-Minnabarriet	Diane Black
	John Chenoweth	Kylie Thomas

The meeting was called to order by Chair Angela Wesley at 5:06pm.

Opening Prayer by Elder Jim Fountain.

**1. Adoption of Agenda**

**B15/87 It was moved and seconded that**  
the regular meeting agenda be adopted. *Motion Carried.*

**2. Board Appointments**

**B15/88 It was moved and seconded that**  
the Board accept the Oath of Offices completed by the newly elected faculty representative Faye Ahdemar and the newly elected student representatives Marcia Mejia-Blanco and Melissa Pinyon. *Motion Carried.*

Angela welcomed Faye, Marcia & Melissa followed by roundtable introductions.

### 3. *Election of Officers*

#### **B15/89 It was moved and seconded that**

the President conduct the election of officers (Chair, Vice-Chair, two Executive). *Motion Carried.*

Nominations were called for in turn for each of the following positions:

Chair: Jamie Sterritt was declared Chair by acclamation.

Vice-Chair: Shane Coutlee was declared Vice-Chair by acclamation.

Executive Committee: Angela Wesley and Michele Guerin were declared Executive Committee members by acclamation.

#### **B15/90 It was moved and seconded that**

the Board appoint members to the Audit & Risk Management Committee (Chair Charlene Taylor, members-at-large Marcia Mejia-Blanco, Yvonne Mensies, Lyndale George and Anna Celesta). *Motion Carried.*

A Vice-Chair will be appointed at the next ARM meeting,

Ken expressed appreciation to Angela for her leadership as the Chair over the last four years.

Ken turned the chair over to Angela.

### 4. *Board Appointment to Education Council*

#### **B15/91 It was moved and seconded that**

the Board appoint Sandra Tiessen as the representative to Education Council. *Motion Carried.*

Angela thanked Sandra for serving as the Board rep on Education Council over the last year.

### 5. *Minutes of Previous Meetings*

#### **B15/92 It was moved and seconded that**

the September 14, 2015 minutes be adopted as amended. *Motion Carried.*

Agenda item #3 B15/66: change “Columbia” to “Colombia”.

### 6. *Board Information*

#### **B15/93 Announcements.**

This was Anna Celesta’s last meeting and appreciation was extended to her for her time and contribution as a Board member over the last year. Ken will arrange a meeting with Anna to present her with a letter and certificate of appreciation.

Ken reported on the grand opening of the new trades building on Oct 23<sup>rd</sup>. Shane was presented with a framed picture taken during his speech.

**B15/94** Ken reminded the Board that the next Board meeting is on Friday Feb 19<sup>th</sup> followed by the Board Professional Development Day on Saturday Feb 20, 2016 in Vancouver.

**B15/95** Circulation file folder.

**7. *Executive Report***

**B15/96** Angela reviewed the October 13, 2015 Executive Committee minutes. She reported that Paul Donald, CEO of All Nations Trust Company, has been appointed as Anna's replacement.

**8. *President's Report***

**B15/97** Ken reviewed his report to the Board.

**9. *Elders Council Report***

**B15/98** The minutes of the September 21<sup>st</sup> Vancouver Elders and September 30<sup>th</sup> Merritt Elders meetings and the Vancouver Elders Events schedule for 2015 to 2016 were provided for information.

Bernice & Jim provided reports on the Oct 8<sup>th</sup> Elders Tea, hosting a group of Chilliwack Elders on Oct 9<sup>th</sup>, food & clothing banks and student support.

**10. *Leadership Team Report***

**B15/99** Diane reviewed the Leadership Team report to the Board.

**B15/100** Verna provided an overview of the Program Advisory Committees.

**B15/101** John reviewed the Trades Report.

**B15/102** Ken reviewed the Fall 2015 employee demographics.

**11. *Education Council***

**B15/103** Joanne reviewed the October 28, 2015 Education Council minutes.

**12. Audit & Risk Management Committee**

**B15/104** Charlene reviewed the Audit & Risk Management minutes of September 24 & November 2, 2015.

**B15/105 It was moved and seconded that**

the financial statements & FTE report (MD&A) be approved. *Motion Carried.*

Board members can access PD funds for board training. Any training opportunities will be forwarded to the Board as they become known. Ken was asked to provide additional data on his travel between campuses.

**B15/106 It was moved and seconded that**

KPMG be appointed as NVIT's Auditors for the 2015/16 and 2016/17 fiscal years. *Motion Carried.*

**B15/107 It was moved and seconded that**

the Risk Register be approved as presented. *Motion Carried.*

It was noted that the Risk Register will be presented annually to the Board during the Fall meeting. Updates to the Risk Register will be reported quarterly through the MD&A.

**13. Capital Projects Update**

**B15/108** Ken reported on the delay by BC Hydro. It is anticipated that the building will be commissioned and turned over to NVIT in December.

**14. Ministry Update**

**B15/109** Ken provided an update on the new Assistant Deputy Ministers in the Ministry including Fazil Mihlar, Assistant Deputy Minister of the Institutions & Programs division and Paige McFarlane ADM of Student Services.

Kylie reviewed the Bill 41 amendment that proposes to amend the College & Institute Act to ensure that fees can continue to be collected from students who resign membership in a student society.

COAP is a new Common Online Application Platform. Sector-wide challenges with COAP include electronic transcripts, application fees & gender identification. All systems must be updated and this will be a funding issue.

**15. NVIT Total Compensation Philosophy**

**B15/110 It was moved and seconded that**

the NVIT Board approve the Total Compensation Philosophy in principle and that the Board Chair finalize the submission with the President. *Motion Carried.*

The total compensation philosophy will be sent to the Post Secondary Employers Association for approval. Following PSEA approval, the Board Chair will sign it off and it will be sent to the Public Sector Employers' Council.

**16. 2015/16 Tuition and Mandatory Fees for BC Public Post-Secondary Institutions**

**B15/111** The 2015/16 Tuition and Mandatory Fees for BC Public Post-Secondary Institutions was provided for information.

**17. Student Engagement Survey**

**B15/112** Kylie reviewed the Student Engagement Survey. 20% of students responded and the majority of the respondents were BSW students. This survey will be conducted every spring.

**18. Industry Training Authority [ITA] Provisional Designation**

**B15/113** ITA has granted provisional designation for the plumber, carpenter, craft worker and electrician foundation programs.

**19. Roundtable Discussions**

**B15/114** Roundtable discussions.

**20. Adjournment**

**B15/115** b Regular meeting adjourned at 7:54pm.

*Note taker / recorder: Pat Brown.*

**DATE OF NEXT MEETINGS:** *Board Meeting & PD Day  
February 19 & 20, 2016, Vancouver, Location TBD*

*Please submit expense claims and meeting dates attended to Pat.*