

NICOLA VALLEY INSTITUTE of TECHNOLOGY

Board of Governors

MINUTES

Meeting #2016/03 – June 13, 2016

Room U011, NVIT Merritt Campus

[4155 Belshaw Street]

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

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

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BOARD MEMBERS PRESENT:

Faye Ahdemar  
Paul Donald  
Michele Guerin [via phone]  
Jamie Sterritt  
Sandra Tiessen

Shane Coutlee  
Lyndale George  
Yvonne Mensies  
Charlene Taylor  
Angela Wesley

Ken Tourand [non-voting]

BOARD MEMBERS REGRETS:

Melissa Pinyon

Don Vincent [non-voting]

ELDERS:

Jim Fountain

Amelia Washington

STAFF:

Verna Billy-Minnabarriet  
John Chenoweth

Diane Black  
Kylie Thomas

GUEST:

Terena Hunt

Meeting called to order at 4:37pm. Faye Ahdemar did an opening prayer at the start of the afternoon Board Strategic Planning session.

1. Adoption of Agenda

**B16/34 It was moved and seconded that**

the regular meeting agenda be adopted. *Motion Carried.*

2. Minutes of Previous Meetings

**B16/35 It was moved and seconded that**

the February 19<sup>th</sup> and May 18<sup>th</sup>, 2016 minutes be adopted. *Motion Carried.*

### 3. *Board Information*

#### **B16/36** Announcements.

This was the last meeting for Marcia, Melissa & Lyndale. Prior to the meeting Marcia & Melissa were presented with certificates & letters of appreciation for serving one-year terms as the student representatives on the Board. In addition to a certificate & letter of appreciation, Lyndale was presented with a small token of appreciation for serving six years as a member of the Board.

Ken presented Kylie & Verna with League for Innovations Excellence in Leadership Awards. At the March 2016 League conference they were presented with medals.

**B16/37** The 2016-2017 Board Meeting Dates were provided for information.

**B16/38** Circulation File Folder.

### 4. *Executive Report*

**B16/39** Jamie reviewed the Executive Committee minutes of March 7<sup>th</sup> & April 18<sup>th</sup>.

### 5. *Board Pro-D Report*

**B16/40** A report on Board Pro-D.

Shane provided a report on the June 7<sup>th</sup> & 8<sup>th</sup> conference held at the Vancouver Island University Duncan Campus. The conference was titled “Sharing Knowledge-Building Relationships” and NVIT co-hosted it with VIU, University of Windsor & the University of Waterloo. Ken & John were among the five guest speakers with John receiving a standing ovation for his thesis presentation. Other activities included a cultural dinner and sharing circles.

Jamie reported that the CICAN conference in Quebec he attended with Ken, Kylie & John was amazing. He found the governance stream interesting including the challenges other Boards have. John did an excellent job presenting his thesis. Jamie was impressed with the impact NVIT has across the country and the respect shown to Ken, Kylie & John on the national level. Ken won \$1000 & Jamie won \$250 towards next years’ registration.

Congratulations were extended to Angela for completing the 12-day Institute for Corporate Governors Director Education Program. Angela received a scholarship to cover the cost of the program & extended her appreciation to the Board & NVIT for their support in assisting with travel.

Pat will create a folder on the portal and post the information from the above activities.

### 6. *President’s Report*

**B16/41** A report from the President.

**7. Elders Council Report**

**B16/42** The Elders' Council minutes were provided for information.

Amelia reported that it was a busy semester with lots of activities. She expressed appreciation to NVIT for the recognition and contribution towards her travel to receive an honorary degree from the Kutenai Art Therapy Institute in May.

Jim will miss all of the students who have graduated and gone home now particularly those he counselled. He enjoys being at NVIT and plans to stay as long as he's able to.

*The Board broke for dinner at 6:12pm with a prayer by Elder Amelia Washington and resumed at 6:38pm.*

**8. Leadership Team Report**

**B16/43** Verna reviewed the report from the Leadership Team.

Additional reports included:

Merritt Secondary School Aboriginal graduation – one student was awarded \$1000 scholarship. An additional \$250 scholarship was offered to any of the graduating students in attendance who are attending NVIT in the fall with a full course load. The scholarship funds can be used for tuition or in the bookstore, cafeteria or library.

Verna received one-time funding of \$350k to offer the Master's Program at NVIT in partnership with UBC.

NVIT Mascot – Kylie reported that this was brought forward at a Strategic Enrolment Management [SEM] committee meeting as a way to market NVIT. It was decided not to proceed with this idea.

**9. Education Council**

**B16/44** John, in Don's absence, provided a report on the Education Council.

The Standards & Program Advisory Committee [SPAC] minutes were also provided for information. SPAC is a subcommittee of Education Council.

**10. Audit & Risk Management Committee**

**B16/45** Diane reviewed the Audit & Risk Management minutes of May 18, 2016.  
*[Charlene left the meeting at 5:30pm to catch a flight in Kamloops].*

**B16/46 It was moved and seconded that**

the Quarter 1 Financial Forecast be approved. *Motion Carried.*

**B16/47 It was moved and seconded that**

the 2015/16 Appointee Remuneration Committee (ARC) Board Remuneration be approved. *Motion Carried.*

The ARC Board Remuneration was provided for information at the May 18<sup>th</sup> meeting and Board members were asked to review it for accuracy and inform Ken or Diane. No responses were received.

**B16/48 2015/16 Final FTE Report.**

103.7% of the FTE target was achieved.

**11. President Travel Expenses**

**B16/49** Ken reviewed his travel expenses for 2015/16.

**12. Executive Compensation Disclosure**

**B16/50 It was moved and seconded that**

the Executive Compensation Disclosure Statement for 2015/16 be approved. *Motion Carried.*

Ken reported he is on a steering committee that is reviewing excluded compensation.

**13. Institutional Accountability Plan & Report**

**B16/51 It was moved and seconded that**

the draft Institutional Accountability Plan & Report be accepted and approved in principle. *Motion Carried.*

The Board was asked to approve the document in principle because it was submitted in draft form to the Ministry on May 31<sup>st</sup> and they may suggest changes. The final copy must be submitted to the Ministry by July 15<sup>th</sup>.

**14. Tuition Limit Policy**

**B16/52** The tuition limit policy was provided for information. The policy has been in effect since 2005 and limits tuition increases to 2% annually.

**15. *Education Quality Assurance Designation***

**B16/53** The Education Quality Assurance Designation was provided for information only.

**16. *Draft Indigenous Education Protocol***

**B16/54** The draft Indigenous Education Protocol is a sector wide initiative not approved yet. It is hoped that all Presidents will sign off the protocol at the TRC conference in October.

**17. *Post-Secondary Institutions Strategic Investment Fund***

**B16/55** NVIT's proposal to the Strategic Investment Fund was provided for information.

**18. *Roundtable Discussions***

**B16/56** The roundtable discussions was deferred to the in-camera meeting.

**19. *Adjournment***

**B16/57** It was unanimously agreed to adjourn the regular meeting at 7:02pm.

**DATE OF NEXT MEETING:** *September 19th, 2016*  
**Location:** *TBD [Merritt]*

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