

Leadership Team Report

November 2016 – February 2017



STUDENT CENTERED

Satisfied and Engaged Students

Design Policies & Practices that are Conducive to a Student-Centered Experience

Dedicated Employees that Enhance a Student-Centered Learning Environment

- Nomination package submitted for NVIT student William Sandy for CICAN Student Award of Excellence January 12, 2017.

Clear Academic and Career Pathways Tailored for Each Student

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Holistic Student Support Services

- Created a “Student Emergency Kit” which contains First Aid supplies, an EpiPen and Naloxone. This kit will be on hand for off-campus and evening events in case of emergency.
- One support staff member has received training to administer naloxone and training for other staff members is currently being coordinated.
- Cafeteria on Merritt campus re-opened on Monday, January 16, 2017 with new staff.
- Conceptual designs for NVIT grad gowns presently in development (President and Board Chair priority).



ACADEMIC EXCELLENCE

Reputable as a School of Excellence

- Foundation in Residential Construction program wrapped up at the end of January. Electrical Foundations program set to start February 14.

- A 2nd year addition to the Office Administration Program is being drafted. Focus will be on skill development for the Executive Assistant role.
- Installed new GIS 10.4 in M040 for ENRT program.
- Completed installation of Skype for Business (S4B) phone system. S4B is a Unified Communications system using our Exchange account for voice mail. Also included is Instant Messaging, videoconferencing, presence management, Exchange integration.
- Cafeteria sound system installed
- Enrolment Services coordinated a “Parent Night” for the parents of prospective students on Wednesday, January 18, 2017 from 5-9 PM.

Excellent Academic Standards

- Academic Policy Review with Troy Hanschen
- Continue with Aboriginal Policy Working Group meetings -- leading practices
- Drafting applications to the *Degree Quality Assessment Board* for degree granting status for NVIT’s Social Work and Chemical Addictions programs.

Superior Quality of Instruction

- Completion instruction of NLEK 110 at Merritt Secondary School with 18 students participating in the class.
- Faculty evaluations continue to be completed.



COMMUNITY RELEVANCE

Certified Programs and Services that Meet the Needs of Aboriginal Communities

- Worked with First Nations Emergency Services Society and Nicola Tribal Association to deliver *Critical Incidence Stress Management (CISM)* to local community members, Indian Residential School Survivors Society, and mental health clinicians from Canadian Counselling and Psychotherapy Association. This 45-hour course “emphasizes basic crisis communication techniques, allowing for interactive and hands-on practice opportunities, and will provide the participants with valuable communication skills to be used for individuals and groups in crisis.”
- Discussing partnership opportunities with Lake Babine Nation and Prince Rupert to deliver the Cultural Heritage Assessor program and ENRT courses.

- NVIT was asked to present to indigenous community members in the Williams Lake area on core principles for Aboriginal post-secondary education
- Received \$166,000 in funding from the Ministry of Jobs, Skills, Training and Labour to coordinate a training program for displaced Tolko workers and other EI eligible candidates. In total, there are 36 seats in the program. Training schedule will include 17 certifications and 2 EMSK courses that will run from mid-February to the end of March 2017.

Sustained Relationships/Partnerships Among NVIT, First Nations Communities, and Aboriginal Organizations – Provincially, Nationally & Internationally

- Vancouver Aboriginal Friendship Centre Society Board & Affiliation Agreement with NVIT
- Verna has joined the K-12 Steering Committee
- Met with Mark Dale Dean of Regional Programs UNBC RE: Building Partnership
- Met with Dr. Deb Bartlette Yukon College RE: Running the CHAD Program in the fall 2017 start date.
- Continue on being a member of the BCCAT Council
- Continue as an Executive Member attending FNEESC / IAHLA Joint Executive Committee Meetings
- Continued Chair for IAHLA attending the Board meeting
- Continue working with IRSSS RE: Accreditation of IRSSS Workshops
- Meet with Giselle Robelin of ICBOC RE: Nunavut CHAD
- Yukon College CHAD info sessions (anticipated start date fall 2017)
- Continue to participate on the First Nations Court Steering Committee that endeavours to bring First Nations Court practices to the Nicola Valley. First Nations Court and sentencing focuses on community and healing.

Established Relationships with Government, Industry, and Other Stakeholders

- NVIT received funding from the Ministry of Jobs, Tourism and Skills Training via the Rapid Response Fund to offer training to displaced Tolko workers. The six-week program will focus on industry certifications and employment skills that will enhance resumes for industries that are currently in high demand.
- Director of Students and Registrar and both Associate Registrars attended the Provincial EdPlannerBC Meeting in Vancouver January 30, 2017.
- Director of Students and Registrar and Associate Registrar from Vancouver attended the Provincial Sexualized Violence Forum in Vancouver February 15 & 16.

Continued Advocacy for Literacy, Numeracy, and Skills Attainment in Communities

- The Q² program has carried on in Lower Nicola, Upper Nicola, and Coldwater Reserves. Students are completing English, Math, and Indigenous Studies courses that will progress them towards earning their Dogwood diplomas.



ORGANIZATIONAL EFFECTIVENESS

Enhanced Organizational Culture that Supports Evidence-Based Planning and Decision Making

- Strategic Enrolment Management (SEM) Meeting held December 9, 2016.
- Sub-committee of SEM Committee has drafted an “Exit Survey” to help identify the reasons students “stop out” or “drop out”. The survey has been forwarded to the Student Society for feedback.

Trusted Financial Processes that are Transparent, Efficient, and Financially Viable

- Emergency Notification System – used the system to inform NVIT employees and students of campus closure on December 05, 2016
- Attended TRU Privacy & Security Conference, which focused on incidents and your organization (risk, impact and mitigation).

Established and Positive Working Environment

- Hosted two 1 hour training session on the Skype for Business phone system
- Encouraged all employees to review NVIT’s Human Rights Policy online and to complete training on bullying and harassment. Two online courses were offered, one tailored for employees and the other for managers. This was done to reinforce a culture of respect at NVIT
- Cross-training with Johnson Controls

Shared Policies and Practices that Promote Organizational Effectiveness and Student-Centered Learning

- Attended the Student Housing Information Session hosted by Assistant Deputy Minister Jeff Vasey which presented a not for profit operated student housing model being pioneered by UVIC.
- Attended the ASDT Partnership Forum which provided an opportunity to network with peers and provide feedback on the effectiveness of this initiative.
- Represented the BCAIU group on the ASDT Steering Committee.
- Student Success Centre Manager piloting transition from classroom to practicum placement for students with disabilities.
- Enrolment Services and Stefan Zabek met regarding assessment placements and correlation to overall student success to inform admission practices and overall tool suitability for placement. Initial discussions focused on literacy; however, evaluating numeracy assessments and placement is now being explored. Overall goal is to provide a report to SEM / Education Council to inform overall NVIT admission and retention practice and policies.

Recognized Strategic Relationships with Provincial, National and International Partners who Actively Support NVIT

- Coordinated logistics for the Ministry funding announcement regarding the Centre of Excellence and Sustainability on December 16, 2016.