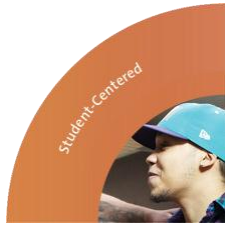


Leadership Team Report

March/April/May 2016



STUDENT CENTERED

Satisfied and Engaged Students

- Dean Canada attended the HCA grad luncheon in Cache Creek and the Gya'Wa'Tiaab grad in Kitimat.
- Coordinated and conducted the 2016 Student Engagement Survey. The survey was carried out in March and 167 students participated.

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

- CBA: Replacement of CAAT assessments with paper-based “Companion” ACCUPLACER assessments.

Dedicated Employees that Enhance a Student-Centered Learning Environment

- SEM initiative to coordinate an institution-wide Retention Forum. The event has been scheduled for August 31, 2016 and will be held in conjunction with the annual “Welcome Back”.

Clear Academic and Career Pathways Tailored for Each Student

- Gathered and distributed data for the BSW Accreditation application.
- Collated and distributed data for the AECE Program Review.

Holistic Student Support Services

- Dean Gore attended the Healthy Minds Summit in Vancouver.
- Established a Job Board for students.
- Extended Merritt campus counseling services to Burnaby campus students over the summer semester.
- Established an “Accessible Transition Coordinator” position with new soft funding.
- Posted RFP Counselling Services for Burnaby Campus on BCBid.
- Established 4 new awards: the Urban Spirit Foundation Bursary, Dr. Sharon D. McIvor Scholarship for Advancing Women’s Equality, Victor York Community Service Scholarship and Mitchell Shuter Entrance Award.



ACADEMIC EXCELLENCE

Reputable as a School of Excellence

- Dean Chenoweth presented his dissertation at three different events in Chicago, Quebec, & Nanaimo.
- Dean Canada is over-seeing a review of the Aboriginal Early Childhood Education program.
- IT- Video Conferencing – Video installed and used in Summer Semester sections as the video conferencing interface and will be used with Microsoft Surface Hub.
- IT- Internet installed at the Trades building
- IT- Emergency Notification system –Systems: Regroup, Colleague and Alertus are fully integrated and the notification system is fully operational.
- IT- Mobile lap top cart #2 finished

Excellent Academic Standards

- VP- Degree Program Review Criteria and guidelines (CHAD & Social Work)
- Dean Gore attended Health Services Deans and Directors meeting at BCIT.
- Dean Gore attended the Indigenous Articulation Committee meeting at UFV.
- Dean Gore attended the Canadian Association of Social Work Education (CASWE) Conference in Calgary.
- The Deans Office attended a meeting with representatives from the Ministry of Advanced Education to discuss the degree granting process.
- Dean Canada met with the Associate Dean of TRU's School of Business to discuss enhancements to NVIT's business program.
- Dean Canada participated on the provincial Aboriginal AECE Steering Committee.

Superior Quality of Instruction

- Shared professional development opportunities for classroom engagement.



COMMUNITY RELEVANCE

Certified Programs and Services that Meet the Needs of Aboriginal Communities

- Deans Canada and Chenoweth attended the Language Fluency Degree meeting in Vancouver.
- Deans Canada and Gore attended the Dual Credit Forum in Victoria.

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

- VP- Attended the 2016 Indigenous Adult and Higher learning Association Annual General Meeting May 18, 2016
- Dean Chenoweth attended School District 58's annual pow-wow, participated in the introductory march, and welcomed guests on behalf of NVIT.
- Hosted Speaker Series on Biosolids for students, staff, and community members.
- Deans Gore and Canada attended the CICan Education Symposium in Whitehorse where the theme was "Supporting Reconciliation through the Indigenous Education Protocol".
- Deans Chenoweth and Gore participated in conference calls with Nunavut to discuss opportunities to deliver the Law Enforcement Prep Program.
- Dean Chenoweth worked with the Ministry of Aboriginal Relations and Reconciliation to develop proposals for training opportunities to meet the needs of community members in the north.
- Deans Canada and Gore met with the education director of the Metis Nation BC to discuss educational partnerships and opportunities.
- Initiative to mentor/train new En'owkin staff to strengthen the relationship between NVIT and En'owkin Centre.

Established Relationships with Government, Industry, and Other Stakeholders

- VP- Meeting with Deborah Hull, Cindy Lindley RE: the TRC Conference we will be hosting in October 2016
- VP -Attended the Indigenous Education Meeting at UBC Longhouse
- Dean Chenoweth met with Aecon Energy to discuss renewable energy training programs and opportunities.
- Dean Chenoweth met with Center for Excellence in Mining to explore bridging programs.
- Dean Chenoweth welcomed a representative from the ITA to campus to discuss NVIT's trades programs and provided a tour of the trades building.
- IT (*Garth*) attended BCNET conference
- Established a new COST program "Environmental Field Skills (EFS) Certificate Program" in partnership with Natural Resources Training Group (NRTG). The 6 week program provides students with field skills for the natural resources sector.

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

- Delivered 3 intakes of EMSK in the communities of Terrace, Prince Rupert and Kitkatla under the Pathways to Success program. Pathways to Success includes a pre and post TOWES assessment at the start and end of the program.



ORGANIZATIONAL EFFECTIVENESS

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

- Prepared a Vehicle Usage Report to ensure access to vehicles on both campuses.
- Merged the Campus Manager and Associate Registrar positions at Burnaby Campus.
- Restructured the Success Centre position at Burnaby Campus so that staffing coincides with the academic year.
- Created and conducted a Strategic Plan survey for employees in preparation for the strategic planning process. Analyzed the data and prepared a report summarizing the results.
- Posted an RFP for Food Services at Merritt Campus on BCBid.
- SEM initiative to develop a Data Glossary and Benchmark Score Card to track our Key Performance Indicators.

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

Finance

- GST Audit complete
- Year-end audit complete
- Telus account – Every phone will now receive data notifications at 75% - 100% of usage.

Established and Positive Working Environment

HR

- 14 position postings issued
1 position issued for the community education department – (HCA Mount Currie)
6 term instructors postings issued
6 ongoing positions issued
6 outstanding positions (3 instructors for fall)
- Computer Purchase Plan – For the month of April NVIT offered the computer purchase plan. The plan supports continuing employees by offering the opportunity to purchase a computer to encourage access to and development in the use of information technology.
- Health Benefit – so far this fiscal 7 employees have utilized this plan

Facilities

- installed new carpet in 75% of campus, Faculty offices will be complete by the first week of June, 2016
- Underground sprinkler system installed, grass seeded in back foyer of campus.

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

- Scheduled and participated in regular monthly Deans and Department Heads meetings.
- Scheduled a three day policy review meeting with the Academic Team.
- Participated in a conference call re: Distributing Secondary School Transcripts via Transcript BC.
- Review and revision of NVIT's Disability manual in accordance with the York University decision.
- Coordinated Informer Training sessions for NVIT Informer users. College of the Rockies provided the training.
- Processed Degree Audits for graduation. In total, 139 students have graduated since last year with another 41 anticipated to graduate by the end of July.
- SEM initiative to explore the opportunity of adopting an NVIT 'mascot' and incorporating it into current marketing initiatives.
- SEM initiative to explore the opportunity to develop a "Student Survival Guide" in the form of a graphic novel.

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

- Participated in negotiations and facilitated implementation of the new 2016 UPASS agreement/contract.
- Submitted Disability in Trades project proposal to the Ministry.
- Coordinated and prepared submission of Draft Institutional Accountability Plan to the Ministry for feedback.
- Coordinated & prepared the Ministry FTE Report.
- Coordinated and prepared Registrar's Sign Off letter to CDW. NVIT met all Ministry thresholds within the Data Quality Management Plan.