

**NICOLA VALLEY INSTITUTE of TECHNOLOGY**

**Board of Governors**

**MINUTES**

Meeting #2021/05 – October 5, 2021 4:09 PM

Zoom Meeting

**DATE:** \_\_\_\_\_

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

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

**CHAIR:**

Sashia Leung

**BOARD OF GOVERNORS:**

Joseph Bevan

Lindsay Borrows [@ 5:25pm]

Paul Donald

Lennard Joe

Marshal Kraus

Melissa Louie

Maynard McRae

Melissa Miller

William Sandy

**EX-OFFICIO**

Elaine Herbert, Education Council Chair [@4:30pm]

Ken Tourand, President & CEO

**LEADERSHIP TEAM**

Verna Billy-Minnabarriet,  
VP, Strategic Partnerships

John Chenoweth,  
AVP, Academic & Community Education

Ernie Gran,  
AVP, Finance & Administration

Sue Sterling-Bur,  
AVP, Students

Catharine Crow, Dean

Aruna Gore, Dean

**ELDER[S]:** Sharon Lindley [left @ 5:45pm]

**REGRETS:** Lara-Lisa Condello

Terena Hunt

**RECORDER:** Pat Brown, Executive Assistant, President & Board and Elders Coordinator

**Opening Prayer Elder Sharon Lindley.**

**1. Adoption of Agenda**

**B21/89 It was moved and seconded that**

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

**2. Board Information**

**B21/90** Announcements.

a) Board Appointments – New student representatives Melissa Miller and William Sandy were welcomed followed by roundtable introductions.

b) Lara sent her regrets and will receive a letter of appreciation for her term that expires on Oct 31<sup>st</sup>. Congratulations were also extended to Lara on her recent re-election as the faculty representative as of Nov 1<sup>st</sup>.

**B21/91** The circulation file folder is posted on IYooq and the Board portal site.

### **3. Consent Agenda**

**B21/92** It was moved and seconded that

the Board approve the consent agenda as presented. **Motion Carried.**

**B21/93** Board minutes of June 15, 2021.

**B21/94** Executive Report.

**B21/95** Policy A.3.4 Education Council – Remuneration for Student Representatives.

**B21/96** Correspondence.

- a) Surplus / Deficit Ministry Correspondence.
- b) 2021/22 Community Adult Literacy Program [CALP] Funding (Ministry of Advanced Education & Skills Training, AEST).
- c) 2020/21 NVIT BCNET Shared Services Report.
- d) Degree Quality Assessment Board [DQAB] – Appointment letter to John Chenoweth (AEST).
- e) Central Data Warehouse [CDW] Data Quality Management Plan [DQMP] (AEST).
- f) Memorandum of Understanding Urban Native Youth Association [UNYA]/NVIT
- g) Phase 2 Coop and Work-Integrated Learning Initiative [AEST]
- h) 2021 – 22 Final Budget Letter [AEST]
- i) COA Mobile Technology Training Facility [AEST]
- j) COA Mobile Health Care Unit [AEST]
- k) NVIT New Daycare and Family Housing Unit Estimate
- l) Poisoned Drug Risk on Campus [AEST]
- m) Royal Bank of Canada [RBC] Future Launch Grant.

#### **REGULAR AGENDA:**

### **4. NVIT and the Trades**

**B21/97** John's presentation on NVIT and the Trades is posted on the portal and IYooq.

### **5. President's Report**

**B21/98** Ken reviewed the highlights of his President's report.

Ken reported that all BC Public Service employees must be vaccinated and the Government may be moving towards all institutions being vaccinated. The Ministry provided direction that all institutions must be open and back face-to-face. Many NVIT students have elected to remain online. The Elders are back on campus, including new Elders Sharon Lindley and Doreen Sterling.

**B21/99** Ken reviewed the Key Performance Indicators Report.

## 6. **Elders Council Report**

**B21/100** The Elders Council report.

Sharon Lindley has been on the Elders Council 3 weeks now and been busy. She attended an Elders meeting and smudged the main building with Elder Mary Louie. She's excited to be an Elder, she remembers being a Board member herself and recommending past Elders to the Council.

## 7. **Education Council Report**

**B21/101** Elaine reviewed the minutes of the Education Council and Standard & Program Advisory Committee [SPAC] minutes. Elaine appreciates the creation of the new Manager of Academic Integrity, Transferability & Program Development position.

## 8. **Audit & Risk Management Committee**

**B21/102** Paul reviewed the Audit & Risk Management minutes of August 24, 2021.

**B21/103 It was moved and seconded that**

the Q1 Financial & FTE Reports (MD&A) be approved as recommended by the Audit & Risk Management Committee. **Motion Carried.**

**B21/104** NVIT achieved 63.1 % (429.94) of its 681 AEST FTE as of September 10, 2021.

**B21/105** The Statement of Financial Information (SOFI) report was provided for information.

The SOFI report required Board approval & was due to the Ministry by Sept 30<sup>th</sup>. The Board Executive reviewed & signed off the SOFI report prior to the due date.

**B21/106** The GIC Investment Renewal report was provided for information.

**B21/107 It was moved and seconded that**

the B.1.5 Signing Authority policy be approved as recommended by the Audit & Risk Management Committee. **Motion Carried.**

Revisions to the policy included updated position titles and the addition of Royal Bank.

**B21/108 It was moved and seconded that**

the Quarter 2 Financial Forecast be approved as presented. **Motion Carried.**

## 9. **Immediate Entry Bursary**

**B21/109** Sue reported that 23 students were registered as a result of the IEB. 17 of those students were SD 58 graduates which includes Merritt and Princeton.

## 10. **2021 Sexual Violence Prevention Campaign**

**B21/110** Sue reported that the Ministry is providing extra support and resources to students to increase awareness of the Sexual Violence Prevention Campaign. The Ministry also provided a framework and toolkits for institutions to follow.

**11. Governance Training in the Public Interest**

**B21/111** The Crown Agencies Board Resourcing Office, (CABRO) is encouraging all Board members to take the Governance Training in the Public Interest. Ken will take the training and report to the Board at the next meeting. Board members to let Pat know if they want to enrol.

**12. Adjournment**

**B21/112** It was moved and seconded that

the regular meeting be adjourned at 5:44pm. **Motion Carried.**

**DATE OF NEXT MEETINGS:** Friday Nov. 19<sup>th</sup>, 5:00pm / Saturday Nov. 20<sup>th</sup>, 2021, 9:00am, Vancouver, BC

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