

**NICOLA VALLEY INSTITUTE of TECHNOLOGY**

**Board of Governors**

**MINUTES**

Meeting #2023/01– February 6, 2024 4:01 PM

Zoom Meeting

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

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

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

**CHAIR:**

Lennard Joe

**BOARD OF GOVERNORS:**

Sharon Bond

Lara-Lisa Condello

Shane Coutlee

Carla George

Darwin Hanna

Melanie Nelson

Jonathon Nolie

Kathleen Smith

**EX-OFFICIO:**

Chloe Price, Education Council Chair

Ken Tourand, President & CEO

**SENIOR MANAGEMENT TEAM:**

Paul Grewal, Chief Financial Officer

**ELDERS COUNCIL:**

Casey Holmes, Upper Nicola Band

**REGRETS:**

Joe Bevan

Dale Calder

Kayla Pretti

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

*Board Chair Lennard Joe welcomed and introduced new Board members Shane Coutlee and Darwin Hanna followed by roundtable introductions.*

**Opening Prayer by Elder Casey Holmes.**

**1. Adoption of Agenda**

**B24/01 It was moved and seconded that**

the regular meeting agenda be adopted as amended.

**Amendments:**

Agenda item #4 – tabled;

Agenda item #9 – Move to In-camera as agenda item #5a;

Add new agenda item #9 - Indigenous Support Worker Training Micro-Credential Program.

## 2. Board Information

### **B24/02** Announcements.

The Minister of Post-Secondary Education and Future Skills, Selena Robinson, has resigned and Brenda Bailey is the acting Minister until a new Minister is appointed.

**B24/03** The annual meeting with the Chiefs is a lunch meeting scheduled for Friday Feb 16<sup>th</sup>.

**B24/04** June 2024 Graduation Dates [Vancouver, Friday June 7<sup>th</sup> & Merritt, Friday June 14<sup>th</sup>]. Depending on the number of graduates in Merritt, it may be necessary to add a second graduation ceremony on Thursday June 13. That decision will be made in early April.

**B24/05** The Circulation File Folder is posted on the IYooq site. In the future the circulation file will be emailed to Board members prior to the Board meetings.

## 3. Consent Agenda

### **B24/06** It was moved and seconded that

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

**B24/07** Board minutes of November 28, 2023.

**B24/08** Executive Report.

**B24/09** 2024/25 Board Meeting Dates.

**B24/10** Correspondence.

- a) Government of BC's 2023 Labour Market Outlook & Fund Your Path Tool. (Ministry of Post-Secondary Education and Future Skills, PSFS)
- b) Access to Practical Nursing Program Recognition. [BC College of Nurses & Midwives].
- c) Letter of Appreciation to Ken Tourand re: donation of computers. [Kodabs Institute of Information Technology, KIIT]
- d) 2024 PS Governance Workshop June 13 & 14, 2024. [PSFS]

**Note:** Shane had a concern that the attendance sheet indicated that he had attended meetings prior to his appointment to the Board. Subsequently, it was explained that the shaded areas of the sheet indicate past Board members & the non-shaded areas indicate current Board members.

### REGULAR AGENDA:

## 4. Presentation – Amanda Street, Registrar & Jennifer Lisle, Manager of Educational Pathways

**B24/11** This presentation was tabled.

## 5. President's Report

**B24/12** Ken reviewed the highlights of his President's report to the Board.

Ken will provide a brief overview of the instructor evaluations at the April meeting.

**B24/13** Key Performance Indicators Report.

There was a discussion on approaching corporate sponsors to increase the bursaries and scholarships available for students.

Updating institutional policies is an ongoing process and is a priority for 2024.

5:01pm Lara left the meeting as she had a class.

**6. Elders Council Report**

**B24/14** Elder Casey Holmes reported that he is enjoying the engagement with everyone at NVIT and feels it's very important to engage and attend meetings. Casey has gone into classes to teach about the medicine, went with the ENRT class for a beaver release and went on a field trip to Maple Ridge with the class. The Student Success Centre is arranging for storytelling which is very important. Casey finds joy in hearing the students' stories, being able to teach them and to learn from them.

**7. Education Council Report**

**B24/15** Due to audio issues, Ken provided the Education Council report on Chloe's behalf.

Education Council met on Jan 31<sup>st</sup> and approved the Indigenous Support Worker Training for Board approval today. The EdCo also reviewed Construction Trades Sampler and a Digital Transformation course. A new EdCo Bylaws subcommittee was created.

**8. Audit & Risk Management Committee**

**B24/16** Paul Grewal reviewed the Audit & Risk Management minutes of December 7, 2023 and January 25, 2024.

**B24/17** Paul reviewed the 2023/24 KPMG Audit Plan.

The final audit results will be presented to the Board at the May 6<sup>th</sup> meeting.

**B24/18 It was moved and seconded that**

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

**B24/19 It was moved and seconded that**

the Annual Investment Report be approved. **Motion Carried.**

**B24/20 It was moved and seconded that**

the revised tuition rates be approved as presented. **Motion Carried.**

In January a memo was sent to the Student Society and the student Board representatives seeking feedback on the proposed tuition increase. No responses were received.

5:50pm Paul Grewal excused himself from the meeting.

**9. Indigenous Support Worker Training Micro-Credential**

**B24/21** It was moved and seconded that

the Board approve the Indigenous Support Worker Training Micro-Credential. **Motion Carried.**

Approval was needed at this meeting because the program is being offered in March.

**10. 2023 Annual President's Performance Report & Evaluation**

**B24/22** The Annual President's performance report & evaluation was provided for information.

The annual Board evaluation survey will be sent out on Feb 7<sup>th</sup> and will remain open until the end of February.

**11. International Education**

**B24/23** It was moved and seconded that

NVIT permanently suspends the intake of International students except for the intake of students from the Indigenous peoples. NVIT will continue to accept the intake of students from the Indigenous peoples in accordance with UNDRIP. **Motion Carried.**

International education is not NVIT's mandate but should circumstances change in the future a motion to rescind this decision may be brought forward.

**12. April 2024 Board Retreat Agenda**

**B24/24** April 2024 Board Retreat Agenda.

Feedback included inviting Elders, adding AI and the impact on education, and moving the cybersecurity presentation to the April 11<sup>th</sup> Board meeting. Ken will revise the agenda as per the discussion.

**13. Adjournment**

**B24/25** It was moved and seconded that

the regular meeting be adjourned at 6:10pm. **Motion Carried.**

**DATE OF NEXT MEETINGS:**

**Board Meeting ~ Thursday April 11th, 2024, 5:00pm, Merritt [location to be determined]**

**Board Retreat ~ Friday April 12, 2024, 8:30am to 3:30pm, NVIT Merritt Campus**

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