

NICOLA VALLEY INSTITUTE of TECHNOLOGY

Board of Governors

MINUTES

Meeting #2022/01– February 8, 2022 4:04 PM

Zoom Meeting

DATE: April 12, 2022

BOARD MEMBER'S SIGNATURE: _____

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CHAIR:

Sashia Leung

BOARD OF GOVERNORS:

Joseph Bevan

Paul Donald

Marshal Kraus

Melissa Miller

Lindsay Borrows

Terena Hunt

Melissa Louie

William Sandy

Lara-Lisa Condello

Lennard Joe

Maynard McRae

EX-OFFICIO

Elaine Herbert, Education Council Chair

Ken Tourand, President & CEO

LEADERSHIP TEAM

John Chenoweth, VP, Academic

Ernie Gran, Chief Financial Officer

Catharine Crow, Dean

Amanda Street, Registrar

Sue Sterling-Bur, VP, Students

Aruna Gore, Dean

Brandon Williams, Dean, Trades & CE

ELDER[S]: Doreen Sterling

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

Opening Prayer by Elder Doreen Sterling.

Doreen, Amanda and Brandon were welcomed followed by roundtable introductions.

Lindsay excused herself from the meeting at 4:40pm due to illness.

1. Adoption of Agenda

B22/01 It was moved and seconded that

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

2. Board Information

B22/02 Announcements.

Board meeting dates are in the consent agenda. The April 12th and May 9th Board meetings are by zoom and the June 3rd & 4th meetings are anticipated to be in person in Vancouver. June 3rd is the Board meeting followed by a Board Planning session on June 4th.

B22/03 The 2022 Graduation Dates are June 3rd in Vancouver & June 10th in Merritt. Both grads are scheduled to begin at 11:30am & Board members are welcome to attend.

B22/04 The circulation file folder is posted on the portal & IYooq.

3. Consent Agenda

B22/05 It was moved and seconded that

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

B22/06 Board minutes of November 20, 2021.

B22/07 Executive Report.

B22/08 Spring 2022 Board Meeting Dates.

B22/09 Correspondence.

- a) Merritt Flooding and Evacuation (AEST).
- b) Support Letter for Core Funding [BC Association of Institutes & Universities, BCAIU].
- c) Representative on Indigenous Adult & Higher Learning Association, IAHLA].
- d) Post-Secondary Institutes Safe Return to Campus [AEST].
- e) Support Letter for PS Institutes Safe Return to Campus [Dr. Bonnie Henry, Ministry of Health].
- f) 2022 Sexualized Violence Prevention Campaign [AEST]
- g) Institutional Accountability Plan & Report Letter of Appreciation [AEST].
- h) University College Institute Protection Program (UCIPP) Directors & Officers Information.

REGULAR AGENDA:

4. President's Report

B22/10 Ken reviewed his report to the Board.

There was a return to campus on Jan 31st but a few students are opting to stay online.

The first course of the TRU/NVIT MBA program is done.

The Vancouver capital project is anticipated to go to Treasury Board this year.

The Leadership Team was restructured and now includes Amanda Street & Brandon Williams.

Paul Grewal is the new Director of Finance and based at the Vancouver campus.

B22/11 Key Performance Indicators Report.

5. Elders Council Report

B22/12 Doreen reported that due to safety reasons none of the elders have been on campus but continue to support instructors & students thru teams & zoom. A few of the elders are not well & struggling. It is emotionally hard not to physically be on campus. She attended an ENRT [Environmental Natural Resources Technology] class & found it a lot of fun. The elders are looking forward to Feb 28th when they hope to be able to come back on campus.

6. Education Council Report

B22/13 Elaine provided a report on the Education Council. She is very excited that the Standards & Program Advisory Committee [SPAC] has been divided into two sub-committees, Curriculum and Policy. Terms of reference were developed and a Chair appointed.

B22/14 Building Indigenous Theory Micro-Credentials [approved by Executive Committee].

7. Audit & Risk Management Committee

B22/15 Audit & Risk Management minutes of December 9, 2021 and January 25, 2022.

Paul reviewed the minutes and suggested the Board may find the questions and answers regarding the Audit Plan on page 2 of the January 25th ARM minutes interesting.

B22/16 Ernie provided an overview of the KPMG Audit Plan. The Auditors will be on campus at the end of April and the Audited Financial Statements presented to the Board in May.

B23/17 It was moved and seconded that

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

Ernie reported that the Quarter 3 surplus is due mainly to Covid and travel restrictions. As of January, 79.7% of the AEST FTE target was achieved.

B22/18 It was moved and seconded that

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

B22/19 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.

B22/20 Information Technology Quarterly Report.

8. 2022/23 Operating Budget

B22/21 Ken reported that he has informed the Ministry that if no additional base operating funding is available, NVIT will table a deficit budget for the 2022/23 operating year. The board is supportive of managements position on tabling a deficit budget if necessary.

9. Adjournment

B22/22 It was moved and seconded that

the regular meeting be adjourned at 5:26pm. ***Motion Carried.***

DATE OF NEXT MEETINGS: Tuesday April 12th, 2022, 4:00pm, Zoom

Please submit expense claims and meeting dates attended to Pat.