

**NICOLA VALLEY INSTITUTE of TECHNOLOGY**

**Board of Governors**

**MINUTES**

Meeting #2023/04 – June 13, 2023

~~Lower Nicola Indian Band Boardroom~~  
~~[181 Nawishaskin Lane, Highway 8 West]~~  
Zoom Meeting

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

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

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**A/CHAIR:**

Lennard Joe

**BOARD OF GOVERNORS:**

Joe Bevan

Dale Calder

Lara-Lisa Condello

Carla George

Robert Hoff

Melanie Nelson

William Sandy

**EX-OFFICIO:**

Aruna Gore, Education Council Chair

Ken Tourand, President & CEO

**LEADERSHIP TEAM:**

John Chenoweth, VP, Academic

Sue Sterling-Bur, VP, Students

Ernie Gran, CFO

Amanda Street, Registrar

**ELDERS COUNCIL:** Casey Holmes, Upper Nicola Band

**REGRETS:**

Paul Donald

Paul Grewal, Director, Finance

Sashia Leung

Melissa Louie

Maynard McRae

Brandon Williams, Dean, Trades & CE

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

**Acting Chair Lennard Joe called the meeting to order at 5:01pm.**

**Opening Prayer: Elder Casey Holmes.**

**1. Adoption of Agenda**

**B23/49 It was moved and seconded that**

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

Amendment: #10 Q1 Financial Forecast is tabled because the Ministry has not provided the updated templates for finance to complete.

## 2. *Board Information*

**B23/50** Announcements.

- a) This was Paul, Robert & Williams last Board meeting. Each will receive a certificate & letter of appreciation. Paul will also receive an engraved laptop case in recognition of his time on the Board. Appreciation was expressed to all for their time and commitment as Board members and to Paul for the energy he brought to the Board.

**B23/51** The Circulation File Folder is available on the portal and IYooq.

## 3. *Consent Agenda*

**B23/52** It was moved and seconded that

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

**B23/53** Board minutes of April 11 & May 12, 2023.

**B23/54** NVIT Quick Facts.

**B23/55** Final FTE Report.

**B23/56** 2023/24 Interim Budget Letter.

**B23/57** Institutional Accountability Plan & Report.

**B23/58** Correspondence.

- a) Future Ready Budget [Ministry of Post Secondary Education & Future Skills, PSFS].
- b) 2022-2025 Collective Agreement Ratification [Post Secondary Employers' Association, PSEA].
- c) Letter of Appreciation to Harvey McLeod (President's Office, NVIT).
- d) StrongerBC: Future Ready Action Plan [PSFS].
- e) NVIT Capital Projects [PSFS].
- f) Administrative Services Collaborative [ASC] Strategic Plan 2022/23 – 2025/26 [PSFS].
- g) StrongerBC: Future Ready Action Plan CO-OP and Work-Integrated Learning (WIL). [PSFS]

### REGULAR AGENDA:

## 4. *Presentation – Amanda Street, Registrar*

**B23/59** Presentation on the Sexual Violence Policy review and the Stronger Together Project [Registrar, Amanda Street].

NVIT will participate in the Kamloops & Vancouver Pride Parades & a variety of workshops are being planned. All policies will be updated with gender neutral pronouns. A working committee is editing and revising the current Sexual Violence Policy.

## 5. *President's Report*

**B23/60** Ken provided an overview of the 2022/23 Academic year.

**B23/61** The Key Performance Indicators Report was provided for information.

## 6. *Elders Council Report*

**B23/62** Elder Casey Holmes expressed that it was an honour to be onstage to meet & hand out the medicine pouches to the grads. He has enjoyed his time on the Elders Council. He learned a lot, attended meetings & had good conversations with students & staff. Casey enjoyed the spring field trip with the ENRT class & seeing the students out on the land. Time went by so fast that he didn't get to visit all the classes he wanted to.

A challenge was issued to Board members that when they come to NVIT, see which Elder is on campus, stop by their office and say hello.

## 7. *Education Council Report*

**B23/63** Aruna provided a report on the Education Council.

## 8. *Program Approvals*

**B23/64** It was moved and seconded that

the Construction Trades Sampler Program be approved. *Motion Carried.*

**B23/65** It was moved and seconded that

the Piping Foundation program be approved. *Motion Carried.*

It was noted that due to timing EdCo has not approved this program yet. Normally EdCo approves programs first, but they don't have a meeting scheduled until June 28<sup>th</sup>. The Board approves programs and EdCo approves the courses in the programs.

## 9. *Audit & Risk Management Committee [ARM]*

**B23/66** The Audit & Risk Management minutes of May 12, 2023 were reviewed.

**B23/67** It was moved and seconded that

the Appointee Remuneration Committee [ARC] Board Remuneration be approved. *Motion Carried.*

No feedback was received, and the ARC will be submitted to the Ministry.

## 10. *Q1 Financial Forecast*

**B23/68 TABLED.** The Q1 forecast is identical to the budget that the Board approved in April. The ARM committee will meet and approve the Q1 forecast when it is ready.

**11. Policy Updates**

**B23/69 It was moved and seconded that**

the revised Policy #1. Board Bylaws be approved. *Motion Carried.*

**B23/70 It was moved and seconded that**

the revised Policy B.1.5 Signing Authority be approved. *Motion Carried.*

**12. NVIT Five-Year Capital Plan**

**B23/71 It was moved and seconded that**

the Five-Year Capital Plan be approved. *Motion Carried.*

There is no capital funding available, and it is unlikely any of the projects will be approved but the Ministry requires the capital plans to be submitted yearly.

**13. Information Technology Report**

**B23/72** The Information Technology Report was provided for information only.

Ken will invite IT Director Gene Delitzoy to do a presentation to the Board in the fall on cybersecurity.

**14. NVIT and Emergency Management & Climate Readiness [EMCR] Partnership**

**B23/73** NVIT and EMCR Partnership-Professional Development Opportunity.

Fourteen employees received certification from the Justice Institute of BC to be NVIT certified emergency support responders. These employees are now able to provide emergency support services thru NVIT anywhere in the province. The long-term vision is to eventually take a trailer to communities in need as a command centre.

**15. Adjournment**

**B23/74 It was moved and seconded that**

the regular meeting be adjourned at 6:23pm. *Motion Carried.*

**DATE OF NEXT MEETING: Tuesday October 3<sup>rd</sup>, 2023, 5:00pm, Vancouver**

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