

NICOLA VALLEY INSTITUTE of TECHNOLOGY

Board of Governors

MINUTES

Meeting #2021/04– November 20, 2021 9:07 AM

~~Tsileil-Watuth Nation Boardroom~~
Zoom Meeting

CHAIR:

Sashia Leung

BOARD OF GOVERNORS:

Joe Bevan

Lindsay Borrows

Lara-Lisa Condello

Paul Donald

Terena Hunt

Lennard Joe

Marshal Kraus

Melissa Louie

Maynard McRae

Melissa Miller

William Sandy

EX-OFFICIO

Elaine Herbert, Education Council Chair

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

ELDERS:

Chief Gibby Jacob

RECORDER:

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

Opening Prayer Chief Gibby Jacob.

1. Adoption of Agenda

B21/113 It was moved and seconded that

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

2. Board Information

B21/114 Announcements:

a) Board Appointments.

Congratulations were extended to Sashia and Paul on their recent reappointments.

The Union elected a new executive. Congratulations extended to Elaine Herbert (Chair), Lara Condello (Vice-Chair), David Leggett and Ursula Katie.

Board members were reminded and encouraged to take the Governance Training from the Crown Agencies & Board Resourcing Office (CABRO). The program consists of 4 modules including Governing in the Public Interest, Financial Governance, Risk Management & Human Resources. The time allotted to complete the training is two weeks. To register please contact Pat Brown.

B21/115 The circulation file folder is posted on the portal and IYooq.

3. Consent Agenda

B21/116 It was moved and seconded that

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

B21/117 Board minutes of October 5, 2021.

B21/118 Executive Report.

B21/119 NVIT Quick Facts.

B21/120 Correspondence.

- a) 2021 Students Loans Program Repayment Rate (Ministry of Advanced Education & Skills Training, AEST).
- b) Here2Talk (AEST).
- c) StrongerBC Youth Leaders Council (Office of the Premier).
- d) Treasury Board and Cabinet Committees (BC Association of Institutes & Universities, BCAIU).

REGULAR AGENDA:

4. Presentation – Verna Billy-Minnabarriet

B21/121 Presentation (VP, Strategic Partnerships, Dr. Verna Billy-Minnabarriet).

Verna is retiring at the end of December. Verna has been with NVIT since the beginning in the early 80s as a Board member and then as an employee. The Board was very appreciative of the years of dedication and commitment that Verna has shown for NVIT and Indigenous Education and wished her well in her retirement.

5. *President's Report*

B21/122 Ken reviewed his President's / LT Report to the Board.

Ken reported on the evacuation of Merritt due to flooding. Ken praised the Leadership Team on their amazing support to staff & students during these challenging circumstances. The Board Executive approved Ken to provide funding support to all eligible staff. Regular employee check-ins are ongoing & faculty are taking a flexible approach for students who are displaced.

B21/123 Ken reviewed the Key Performance Indicators Report.

6. *Elders Council Report*

B21/124 Elders Council Report.

B21/125 Back to the Fire Presentation.

Chief Gibby has a vision of producing six or seven films that includes interviews with First Nations leaders of B.C. to inform the young people about culture, language, etc. Chief Gibby is fundraising as the films are expensive to produce.

Chief Gibby left the meeting at 11am.

7. *Education Council Report*

B21/126. Elaine reviewed the report on the Education Council. The Standards & Program Advisory Committee (SPAC) are working on policies & micro-credentials.

8. *Audit & Risk Management Committee*

B21/127 Paul reviewed the Audit & Risk Management minutes of October 28, 2021.

B21/128 It was moved and seconded that

the Quarter 2 Financial & FTE Reports (MD&A) be approved as recommended by the Audit & Risk Management Committee. ***Motion Carried.***

71% of the Ministry FTE target was achieved to-date. No significant risks were identified this quarter.

B21/129. Ken reviewed the Ministry 2020 – 2021 FTE Summary. This summary indicates that NVIT's FTE utilization rate is higher than any of the colleges and teaching universities.

9. Fraud Risk Management Survey

B21/130 The Fraud Risk Management Survey was completed. The Ministry requested that all institutions review and make recommendations by March 2022. NVIT will work with the institutions on a sector-wide approach on responding to fraud. Policies developed will be brought forward to the ARM committee for recommendation to the Board.

10. Mobile Training Units

B21/131 Mobile Training Units.

The Ministry requested information on the trailers and the briefing note was provided for information. The trailers are anticipated to be ready by September 2022.

11. HVAC Project Budget Reconciliation

B21/132 HVAC Project Budget Reconciliation. Heat is in the building with controls in each room. The paint & drywall will be completed shortly. SSA Quantity Surveyors Project Manager Gustav van Niekerk, will provide an end of project report.

12. Information Technology Quarterly Report

B21/133. Information Technology Quarterly Report.

Ernie reported that the new IT Director Gene Delitzoy is analyzing, organizing & cleaning up the IT environment. Information sessions will be held to provide IT tips & general advice to staff & students. IT is working on Eduroam which is the ability to connect on the internet by putting NVIT credentials across all institutions in B.C.

The Board expressed appreciation for the new IT quarterly report. It was suggested that going forward this report be put on the ARM agenda prior to coming to the Board meeting.

13. Election of Officers

B21/134 It was moved and seconded that

the President conduct the elections of officers (Chair, Vice-Chair, two Executive). **Motion Carried.**

Nominations were called, in turn, for each of the following positions:

Chair: Sashia was declared Chair by acclamation.

Vice-Chair: Paul Donald was declared Vice-Chair by acclamation.

Executive Committee: Lindsay Borrows and Maynard McRae were declared Executive members by acclamation.

B21/135 It was moved and seconded that

the Board appoint Paul Donald (Chair), Joe Bevan (Vice-Chair), Lennard Joe, Marshal Kraus & William Sandy (members-at-large) to the Audit & Risk Management Committee. ***Motion Carried.***

14. Board Appointment to Education Council.

B21/136 It was moved and seconded that

Marshal Kraus be appointed as the Board representative to Education Council. ***Motion Carried.***

11. Adjournment

B21/137 There was unanimous agreement that the regular meeting be adjourned at 11:55am.

DATE OF NEXT MEETINGS: Tuesday February 8, 2022, 4:00 PM (Zoom).

Please submit expense claims and meeting dates attended to Pat.