

NICOLA VALLEY INSTITUTE of TECHNOLOGY
Board of Governors
MINUTES
 Meeting #2022/05 – October 4, 2022 5:15 PM
 Lower Nicola Indian Band Boardroom
 [181 Nawishaskin Lane, Highway 8 West]

DATE: _____

BOARD MEMBER'S SIGNATURE: _____

BOARD MEMBER'S SIGNATURE: _____

CHAIR: Sashia Leung		
BOARD OF GOVERNORS:		
Dale Calder	Paul Donald	Carla George
Robert Hoff	Lennard Joe [@6:12pm]	Maynard McRae
Melanie Nelson	William Sandy	
EX-OFFICIO: Ken Tourand, President & CEO		
LEADERSHIP TEAM:		
John Chenoweth, VP, Academic	Sue Sterling-Bur, VP, Students	Ernie Gran, CFO
Aruna Gore, Dean	Catharine Crow, Dean	Brandon Williams, Dean, Trades & CE
Amanda Street, Registrar		
ELDERS COUNCIL: Lorna Shuter, Lil'wat Nation / Lower Nicola Band Amelia Washington, Nooaitch Band		
REGRETS: Joseph Bevan Lara-Lisa Condello Melissa Louie Elaine Herbert, Education Council Chair		
RECORDER: Pat Brown, Executive Assistant, President & Board and Elders Coordinator		

Opening Prayer: Elder Amelia Washington.

Carla, Melanie, Robert, William and Lorna were welcomed followed by roundtable introductions.

1. Adoption of Agenda

B22/65 It was moved and seconded that

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

Amendments:

- 1) The date in the heading box of the agenda be changed from Oct 5th to Oct 4th.
- 2) Agenda item B22/67 Oath of Office forms be amended to include acceptance of Oath of Office forms of Dale Calder, Robert Hoff and William Sandy in addition to Carla George and Melanie Nelson.

- 3) Agenda item B22/87 Strategic Plan to be an update at this meeting and approval at the November meeting.

2. Board Information

B22/66 Announcements.

B22/67 It was moved and seconded that

the Board accept the Oath of Offices completed by the newly appointed members of the Board, Carla George and Melanie Nelson, Support Staff representative Dale Calder and Student representatives Robert Hoff and William Sandy. **Motion Carried.**

B22/68 The circulation file folder is posted on the Board and LT portal sites and IYooq.

3. Consent Agenda

B22/68 It was moved and seconded that

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

B22/69 Board minutes of June 3, 2022.

B22/70 Executive Report.

B22/71 Correspondence.

- a) Education Quality Assurance [EQA] Designation [AEST].
- b) NVIT / ITA Letter of Agreement [Industry Training Authority].
- c) Terena Hunt Thank You Letter [AEST].
- d) Health Care Assistant Partnership Pathway Funding [AEST].
- e) Post-Secondary Central Data Warehouse [CDW] May 2022 Data Submission [AEST].
- f) Certificate of Approval (COA) for 2022/23 Routine Capital Projects [AEST].
- g) 2022 / 23 Operating Grant & FTE Targets [AEST].
- h) NVIT Letter of Support for North American Indigenous Games (NAIG).
- i) Lindsay Borrows Thank You Letter [AEST].

REGULAR AGENDA:

4. President's Report

B22/72 Ken reviewed his report to the Board. The KPI report will be available at the next meeting.

33 students received Immediate Entry Bursaries.

574 new students registered between Sept 1st and Oct 1st.

5. Elders Council Report

B22/73 Pat provided an update on the Elders Council activities. Amelia expressed appreciation for finally being able to be on-campus and face-to-face to students and staff.

6. Education Council Report

B22/74 In the absence of Elaine Herbert, John provided a report on the Education Council.

John expressed appreciation to Elaine in her long-standing role as the chair of Education Council since 2016. Elaine has opted not seek re-election as chair at the October elections. Education Council members will be able to vote using a new online system, Simply Voting.

7. Program Approvals

B22/75 It was moved and seconded that

the Medical Officer Assistant Program be approved. ***Motion Carried.***

B22/76 It was moved and seconded that

the Carpenter 1 and Carpenter 2 programs be approved. ***Motion Carried.***

B22/77 It was moved and seconded that

the Professional Cook 2 program be approved. ***Motion Carried.***

8. Audit & Risk Management Committee

B22/81 Audit & Risk Management minutes of July 5th and September 23rd 2022.

B22/82 It was moved and seconded that

the Q1 Financial & FTE Reports (MD&A) be approved. ***Motion Carried.***

55.5% [348.61] of the AEST FTE Target [628] was achieved as of Sept 2022.

The EV chargers on campus should be available for use soon.

Paul reminded Board members that financial reports are vetted through the Audit & Risk Management Committee who review and recommend them to the Board for approval.

B22/83 Statement of Financial Information (SOFI) report.

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

B22/84 The renewal of Short-Term Debt was provided for information.

B21/85 The Quarter 2 Financial Forecast was provided for information.

9. NVIT Risk Register

B22/86 It was moved and seconded that

the NVIT Risk Register be approved. **Motion Carried.**

A new heat map was developed outlining the likelihood and severity of potential risks.

6:30 meeting paused for dinner and resumed at 6:55pm.

10. 2023 - 2028 Draft NVIT Strategic Plan

B22/87 The 2023 – 2028 NVIT Strategic Plan was reviewed and will be brought forward at the November Board meeting for approval.

The strategic plan contains words in the Nlaka'pamux [Thompson] and Nsyilxcən [Okanagan] languages.

11. Adjournment

B22/88 Regular meeting adjourned at 7:15pm.

Elders Amelia Washington and Lorna Shuter left the meeting at this point.

DATE OF NEXT MEETING: Tuesday November 22nd, 2022, 5:00pm, Vancouver

Please submit expense claims and meeting dates attended to Pat.