

NICOLA VALLEY INSTITUTE of TECHNOLOGY

Board of Governors

MINUTES

Meeting #2019/01 – February 12, 2019

Teleconference Call, 4:00pm

[1-877-385-4099, passcode: 3990546#

Date: _____

BOARD MEMBER'S SIGNATURE: _____

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BOARD MEMBERS PRESENT:

Lindsay Borrows
Paul Donald
Terena Hunt
Maynard McRae
Jamie Sterritt

Nicasio Campos
Xni Grismer-Voght
Sashia Leung
Tessa Quewezance

Elaine Herbert [non-voting]

Ken Tourand [non-voting]

BOARD MEMBERS REGRETS:

Lara-Lisa Condello
Yvonne Mensies

Melissa Louie

Meeting called to order at 4:02pm

BOARD MEETING AGENDA:

1. Adoption of Agenda

B19/01 It was moved and seconded that

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

Amendment: Add 4a) Welder Foundation Certificate program.

2. Board Information

B19/02 Announcements.

The next Board meeting is on April 12th in the evening followed by dinner & a team building exercise. The PD session follows on April 13th with a presentation on the Post-Secondary Employers' Association [PSEA]. These meetings are scheduled to take place in Kamloops.

NVIT is hosting the BC Assembly of First Nations meeting on March 7 & 8. Board members are invited to the dinner on March 7th.

B19/03 Graduation Dates

The Vancouver graduation is on Thursday May 9th and Merritt graduation is on Thursday May 16th.

B19/04 Circulation file folder.

3. *Consent Agenda*

B19/05 It was moved and seconded that

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

B19/06 Board Minutes of December 3, 2019.

B19/07 Executive Report.

B19/08 NVIT Quick Facts.

B19/09 President's NVIT Vancouver Travel 2018.

B19/10 Correspondence.

- a) 2017/2018 Institutional Accountability Plan & Report (MAEST).
- b) CDW Data Quality Management Plan Threshold Targets (MAEST).
- c) Aboriginal Service Plan (MAEST).
- d) Letter to MAEST Minister Melanie Mark re: Invitation to NVIT Graduation.

REGULAR AGENDA:

4. *President's Report*

B19/11 Ken reviewed his President's report to the Board.

B19/12 Ken reviewed the Key Performance Indicators.

4a). *Welder Foundation Certificate Program*

B19/12a) It was moved and seconded that

the Welder Foundation Certificate program and tuition & fees be approved as presented. *Motion Carried.*

The welding program is anticipated to start on March 23rd.

5. *Education Council*

B19/13 Elaine provided an update on the Education Council.

Education Council & Strategic Enrolment Management [SEM] have formed subcommittees to discuss the ILO implementation.

6. *Audit & Risk Management Committee*

B19/14 The Audit & Risk Management minutes of December 10, 2018 were reviewed.

B19/15 Paul reported that the ARM committee reviewed the KPMG Audit Plan at their meeting in January. KPMG is using a new software tool "Clara". KPMG will be doing penetration testing again this fiscal.

B19/16 It was moved and seconded that

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

Overall expenses are similar to last year and it is anticipated to end the year in a surplus position. The building legacy fund was not used for the COES project as anticipated but it may be needed to purchase equipment for the gymnasium. In that event, ARM will be informed at their next meeting.

B19/17 It was moved and seconded that

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

B19/18 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.

7. 2019 Board Self-Evaluation Survey

B19/19 The 2019 Board Self-Evaluation Survey will be sent out using Survey Monkey within the next week. The results of the survey will be discussed at the April Board meeting. Questions or concerns can be directed to Ken or Jaime.

8. Adjournment

B19/20 It was moved and seconded that

the regular meeting adjourn at 4:33pm. *Motion Carried.*

DATE OF NEXT MEETINGS: Friday, April 12 & Saturday April 13, 2019, Kamloops BC

Please submit expense claims and meeting dates attended to Pat.