

NICOLA VALLEY INSTITUTE of TECHNOLOGY

Board of Governors

MINUTES

Meeting #2021/01 – February 8, 2021 4:10 PM

Zoom Meeting

DATE: _____

BOARD MEMBER'S SIGNATURE: _____

BOARD MEMBER'S SIGNATURE: _____

CHAIR:

Jamie Sterritt

BOARD OF GOVERNORS:

Lindsay Borrows

Lara-Lisa Condello [4:35pm]

Paul Donald

Terena Hunt

Lennard Joe

Sashia Leung

Melissa Louie

Lesley Manuel

Maynard McRae

EX-OFFICIO

Elaine Herbert, Education Council Chair

Ken Tourand, President & CEO

LEADERSHIP TEAM

Verna Billy-Minnabarriet,
VP, Strategic Partnerships

John Chenoweth,
Associate VP, Academic & Community Education

Ernie Gran,
Associate VP, Finance & Administration

Sue Sterling-Bur
Associate VP, Students

Catharine Crow,
Dean

Aruna Gore,
Dean

ELDER: David Antoine

REGRETS:

Agnes Amofa-Tiaka

Hiliary Willis

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

Opening Prayer: Elder David Antoine

Due to technical difficulties with zoom Elder David Antoine opened the meeting with a prayer & left the meeting.

1. Adoption of Agenda

B21/01 It was moved and seconded that

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

2. **Board Information**

B21/02 Announcements.

Congratulations were extended to Dr. Catharine Crow on her recent appointment as the full-time ongoing Dean at the Burnaby Campus.

B21/03 The April Board meeting & PD session to be discussed under agenda item #11.

B21/04 May 2021 Graduation Dates [May 15 & 20, limited attendance].

Due to Covid, the graduation ceremonies will be similar to last year with only Ken, Sue, one or two staff & faculty, the graduates and a limited number of family members in attendance.

B21/05 Circulation File Folder - posted on IYooq.

3. **Consent Agenda**

B21/06 It was moved and seconded that

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

B21/07 Board minutes of November 23, 2020.

B21/08 Executive Report.

B21/09 NVIT Quick Facts.

B21/10 Correspondence.

- a) AEST Minister Anne Kang's Mandates (Office of the Premier).
- b) 2020 – 2021 Economic Recovery Funding (AEST).
- c) Provincial Tuition Waiver Program Funding (AEST).
- d) COVID-Related Funding Support (ITA).
- e) Health Care Assistant Program Funding [AEST].
- f) HCA Partnership Pathway Capital Funding [AEST].

REGULAR AGENDA:

4. **President's Report**

B21/11 Ken reviewed his report to the Board.

A Daycare employee was confirmed to have Covid and this is a low risk to NVIT staff. NVIT is currently closed to the public & everyone entering the building must check-in at the front door. The Daycare society received notice that NVIT will be issuing a RFP for daycare services. The current agreement is set to end in 5 months.

The Early Childhood Education [ECE] program will undergo a redevelopment with no new intakes on campus. NVIT, the BC Aboriginal Childcare Society & Native Education Centre [NEC] are partnering to develop a framework that includes a cultural pedagogy.

Ken met with the five founding Chiefs recently and discussion items included NVIT submitting regular updates to the bands' newsletters, installing signs in each community with NVIT & Band logos and a tagline announcing that the band is one of the founders of NVIT, and the possibility of an environmental field school.

B21/12 Ken reviewed the Key Performance Indicators.

5. Elders Council Report

B21/13 Ken provided an update on the Elders Council.

During a recent meeting, the recurring message from the Elders is the loneliness they are all feeling. It was suggested sending the Elders an “appreciation” package on behalf of the Board. The Board members can send their suggestions to Ken for discussion at the next Executive meeting.

6. Education Council Report

B21/14 Elaine provided a report on the Education Council.

A number of policies were approved, two of which are on today’s agenda for approval. EdCo is preparing for a provincial audit. Ken expressed appreciation to Elaine for the great job she’s doing with EdCo.

7. Audit & Risk Management Committee

B21/15 Paul reviewed the Audit & Risk Management minutes of December 7, 2020 and January 25, 2021.

B21/16 KPMG Audit Plan – Ernie reviewed the highlights of the audit plan. An IT penetration testing exercise will be done after the audit is complete.

B21/17 It was moved and seconded that

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

Ernie reported that NVIT is in a strong financial position and will end the fiscal year in a surplus. It is anticipated to achieve 90 to 100% of the FTE target.

B21/18 It was moved and seconded that

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

\$8.5M is in the Ministry’s Central Deposit Program with \$6.5M in unrestricted and \$2M in restricted investments. Interest rates are at an all-time low.

B21/19 It was moved and seconded that

the revised tuition rates be approved as presented with the addendum that the Welder Foundation Certificate program tuition fee be increased 2% from \$2,856.00 to \$2,913.12, an increase of \$57.12. **Motion Carried.**

It was noted that the Welder Foundation Certificate program fees were omitted from the proposed tuition increase memo. The shop fees were included in the memo.

8. International Education

B21/20 It was moved and seconded that

NVIT suspend intake of new International students for the 2021/22 academic year. **Motion Carried.**

9. Indigenous Language Programs

B21/21 It was moved and seconded that

the Nadut'en [NADU] Language Fluency certificate and diploma program be approved. **Motion Carried.**

10. Policy Approvals

B21/22 It was moved and seconded that

the Institute Fees, Senior Citizens policy be approved as recommended by Education Council. **Motion Carried.**

B21/23 It was moved and seconded that

the Final Examinations policy be approved as recommended by Education Council. **Motion Carried.**

11. April Board Meeting

B21/24 It was moved and seconded that

the Friday April 16th Board meeting date be changed to Monday April 19th at 4:00pm. **Motion Carried.**

12. Election of Officers

B21/25 It was moved and seconded that

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

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

Chair: Sashia Leung 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 Committee members by acclamation.

B21/26 It was moved and seconded that

the Board appoint members to the Audit & Risk Management Committee (Chair Paul Donald and three members-at-large Lennard Joe, Melissa Louie & Lesley Manuel). **Motion Carried.**

The Board agreed to leave the additional ARM position vacant until Joseph Bevan, a strategic and analytical finance professional, is appointed. Ken received indications from the Ministry that the appointment is anticipated to be soon.

Ken turned the chair over to Jamie.

13. Adjournment

B21/27 It was moved and seconded that

the regular meeting be adjourned at 5:33pm. **Motion Carried.**

DATE OF NEXT MEETING: Monday April 19th, 2021 [Zoom]

Please submit expense claims and meeting dates attended to Pat.