NORTH ISLAND COLLEGE BOARD OF GOVERNORS
REGULAR MEETING
TO BE HELD AT ROOM PH099, MOUNT WADDINGTON CAMPUS
THURSDAY, MAY 29, 2014 @ 1:00 P.M.

AGENDA

	Topic	Attachment	Action
1.	**PRESENTATION**		
1.1	Chelsey Beckman, Student, Health Care Assistant Program		
2.	**CALL TO ORDER**		
2.1	Adoption of Agenda		To adopt
2.2	Minutes of the Regular Meeting of March 27, 2014	✓	To approve
2.3	Minutes of the Special Electronic Meeting of May 2, 2014	✓	To approve
3.	**BOARD BUSINESS**		
3.1	Board Action Log as of May 29, 2014	✓	Information
3.2	Board Planning and Meeting Schedule 2014-2015	✓	To approve
3.3	Governance and Human Resources Committee Report		Information
3.4	Finance and Audit Committee Report		
3.4.1	Audited Financial Statements for Year Ended March 31, 2014	✓	To approve
3.5	Roundtable Regional Reports		Information
4.	**REPORTS**		
4.1	President		
4.1.1	President's Report	✓	Information
4.1.2	BC's Skills for Jobs Blueprint – Re-engineering Education and Training http://www.workbc.ca/WorkBC/media/WorkBC/Documents/Docs/Booklet_BCsBlueprint_web_140428.pdf	✓	Information
4.1.3	NIC Multi-year Plan Process	✓	To discuss
4.2	Vice President, Education		
4.2.1	Tuition - MAT 122 – Logic and Foundations	✓	To approve
4.2.2	Tuition – Horticulture Level 2 Apprenticeship	✓	To approve
4.2.3	Regional Highlights Report	✓	Information
4.3	Vice President, Student and Educational Services & Planning		
4.3.1	2013/2014 Final FTE Enrolment Report	✓	Information
4.3.2	Fall 2014 Applications Report – Spring Update	✓	Information
4.3.3	Domestic ESL Tuition	✓	To approve
4.4	Executive Director, NIC Foundation		
4.4.1	NIC Foundation Report	✓	Information
4.5	Chair, Education Council		
4.5.1	Education Council Report	✓	Information

5. INFORMATION

5.1 2014 Government Letter of Expectations
http://www.nic.bc.ca/about_us/PDF/Gov_Letters_of_Expectations.pdf

5.2 Order-in-Council 168 dated April 11, 2014 regarding the re-appointments of B. Bell, R. Grant, V. Mundy and K. Nelson to July 31, 2016 and appointment of G. Phelps to July 31, 2015

5.3 Order-in-Council 173 dated April 11, 2014 regarding the re-appointment of D. Lamb to July 31, 2016

5.4 Correspondence received April 16, 2014 from Minister Virk regarding the Auditor General's Report on Board Governance

5.5 Correspondence received April 22, 2014 from Minister Virk regarding progress on the Aboriginal Post-Secondary Education and Training Policy Framework and Action Plan
http://www.aved.gov.bc.ca/aboriginal/policy-framework.htm

5.6 Correspondence received April 23, 2014 from the Office of the Ombudsperson regarding its First Quarter Files Summary

5.7 Correspondence dated April 24, 2014 from J. Bowman to NIC Emeritus Designees

5.8 Correspondence dated May 1, 2014 from J. Bowman to the Lietutenant Governor's Silver Medal Award Recipient

5.9 Correspondence received May 3, 2014 from Minister Virk regarding NIC's presentation of its Core Review Report

5.10 College Futures Committee Terms of Reference April 4, 2014

6. NEXT MEETING DATES

- Regular meeting – Thursday, June 26, 2014, Komoux Hall Boardroom, Comox Valley Campus
- In-Camera meeting – Thursday, June 26, 2014, immediately following the regular meeting

7. ADJOURNMENT

MINUTES OF THE REGULAR MEETING OF THE NORTH ISLAND COLLEGE BOARD OF GOVERNORS HELD IN THE KOMOUX HALL BOARDROOM COMOX VALLEY CAMPUS THURSDAY, MARCH 27, 2014

BOARD MEMBERS PRESENT

B. Calder, Community Member, Comox Valley Region, Chair
B. Bell, Community Member, Comox Valley Region, Vice Chair
J. Bowman, President
A. Hamilton, Community Member, Comox Valley Region
S. Kenny, Community Member, Port Alberni Region
C. Hodgson, Faculty Representative
H. Howie, Chair, Education Council
D. Lamb, Community Member, Campbell River Region
J. Lobay, Student Representative
V. Mundy, Community Member, Port Alberni Region
K. Nelson, Community Member, Mount Waddington Region
R. Reid, Executive Assistant to the Board of Governors
C. Reyno, Support Staff Representative
J. Round, Community Member, Comox Valley Region

BOARD MEMBERS ABSENT

R. Grant, Community Member, Campbell River Region
A. Walia, Student Representative

ALSO PRESENT

C. Baert, Vice President, Finance and Facilities
J. Carrie, Vice President, Education
L. Domae, Vice President, Student and Educational Services & Planning
M. Herringer, Executive Director, International Education

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1. PRESENTATION

B. Calder, Chair, called the meeting to order at 11:45 a.m. and welcomed Albert Balbon, Distributed Learning Supervisor, who did a demonstration of the Remote Web-based Science Laboratory (RWSL).

1.1 Remote Web-based Science Laboratory (RWSL)

A. Balbon, provided a demonstration of how the Remote Web-based Science Laboratory (RWSL) is used to conduct real-time science experiments remotely from various locations using the internet. He also talked about the partnerships that NIC has with American post-secondary institutions and what the current projects are. Responding to a question from the Board about why the RWSL is more widely in use in the US, L. Domae explained that NIC has a business plan in place that the College is slowly implementing. B. Calder commented that the use of RWSL fits very well with the Provincial mandate of sharing resources and finding efficiencies in the delivery of courses. A. Balbon added that they are also looking into sharing the resource with not just post-secondary institutions but with secondary and elementary schools through the school districts.

The meeting recessed at 12:27 p.m. and reconvened at 1:11 p.m.

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2. CALL TO ORDER

2.1 Adoption of Agenda

Moved V. MUNDY/Seconded B. BELL: THAT THE BOARD ADOPT THE REGULAR AGENDA OF MARCH 27, 2014 AS CIRCULATED.

Motion carried

2.2 Adoption of the Minutes of the Regular Meeting of January 30, 2014

Moved B. BELL/Seconded C. REYNO: THAT BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVE THE MINUTES OF THE REGULAR MEETING OF JANUARY 30, 2014 AS CIRCULATED.

Motion carried

2.3 Adoption of the Minutes of the Regular Meeting of February 27, 2014

Moved J. ROUND/Seconded K. NELSON: THAT BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVE THE MINUTES OF THE REGULAR MEETING OF FEBRUARY 27, 2014 AS CIRCULATED.

Motion carried

3. BOARD BUSINESS

3.1 Board Action Items Log as of February 27, 2014

B. Calder noted that the Board Action Items Log was generated from the Board's 2014 Work Plan to enable Board Members to keep track of its activities and as a tool for developing the annual Board Work Plan.

J. Bowman updated the Log with the following:

- Student application cycles/understanding credit enrolment – included in this meeting's agenda
- President to meet with VIHA re rural health program – deans are engaged in this and J. Bowman will be meeting with VIHA's Brendan Carr
- Benefits of applied research to NIC – will be partially addressed by report on Benefits of Applied Research but Dr. Cross will be invited to make a follow-up presentation to the Board in the fall.

C. Baert requested that the Log be updated to reflect that the cheque signing policy has been reviewed by the Finance and Audit Committee.

3.2 Executive Committee Report

B. Calder reported that he and B. Bell met informally with VIHA Chair Don Hubbard and VIHA Board Member Dave Kruyt to strengthen relationships between VIHA and NIC particularly on the proposed rural health program. Both parties will be meeting again in the future.

B. Calder also recommended that two Board Members, Derek Lamb and Christine Hodgson, be sent to the 2014 ACCC Conference in Ottawa. The Board approved the recommendation.

3.3 Finance and Audit Committee Report

A. Hamilton reported that the Committee met the previous week to review the proposed budget in detail.

3.4 Governance and Human Resources Committee Report

S. Kenny reported that the Committee met twice in January to discuss, review and make recommendations regarding Board Bylaw #2 – Code of Conduct and Conflict of Interest Guidelines for which the Committee will be requesting Board approval.

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3.5 Bylaw No. 2 – Code of Conduct and Conflict of Interest Guidelines

S. Kenny presented the proposed amended Bylaw No. 2. He added that the Bylaw, as presented, was part of the Committee's review of all Board bylaws and policies which includes converting the policies into bylaws in the near future.

Moved K. NELSON/Seconded C. HODGSON: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVE BOARD BYLAW NO. 2, 2014 – CODE OF CONDUCT AND CONFLICT OF INTEREST GUIDELINES AS PRESENTED.

Motion carried

3.6 Regional Reports

C. Reyno participated in the NIC Open House for high school students and attended the RWSL demo held February 28th which C. Hodgson and B. Bell also attended. S. Kenny reported that March 28th is the 50th anniversary of the tsunami in the Port Alberni area so the City will be busy with presentations and events to commemorate this anniversary. He also participated in the budget town hall meeting via ITV from the Port Alberni campus. C. Hodgson is currently co-organizing the Oceans Workshop which will be held at the Ucluelet Aquarium on April 24th and 25th. She asked Board Members who are interested in attending to contact Christine Boyer, Department Chair Support. K. Nelson reported participating in the first meeting of the Mount Waddington Learning Council as a Mount Waddington community member.

J. Lobay reported on the student union activities both in the Comox Valley and Campbell River campuses. As a member of its executive council, she also attended the Canadian Federation of Students meeting in Victoria. B. Bell attended the dinner and lecture of the annual NIC-CJC Campagnolo Lectures in Restorative Justice on March 13. He also participated in the webinar on Access and Accommodation, the hand-out of which he requested R. Reid to send to the Board Members. L. Domae commented that the College also conducted a 3-day workshop on Access and Accommodation for faculty in August conducted by members of Harris and Company law office.

4. REPORTS

4.1 President

4.1.1 President's Report

J. Bowman highlighted the forthcoming meetings with various Ministry officials on April 8th and 9th. He acknowledged the leadership of L. Domae and S. Auchterlonie in spearheading, providing support and drafting the final agreement for the Vancouver Island Post-Secondary Education Alliance. J. Bowman added that the Alliance hopes to garner partnerships and collaboration among institutions and ministries involved, adding that Ministers Virk and Bond have asked to meet a year from now. The Alliance will develop an action plan around the partnership including a review of the agreement on an annual basis. He also met with School District 71 with SLT. SLT will discuss moving the agreement forward as well as expanding NIC's relationship with the school districts.

4.1.2 Regional Learning Councils

J. Bowman referred to his report on the two regional learning councils that have already met, the Alberni Valley and the Mount Waddington Learning Councils, adding that he is very optimistic about gaining a higher level of engagement and commitment from the communities to succeed. K. Nelson, who participated in the Mount Waddington Learning Council meeting, commented that the comments from community members participating in the council were all positive. S. Kenny suggested inviting the Coulson Group of Companies, which has businesses in the Alberni Valley, to the Alberni Valley Learning Council.

4.1.3 Information re: NICFA Presentation of January 30, 2014

J. Bowman briefly discussed the report.

4.2 Vice President, Education

4.2.1 New Credential - PDD Accounting and Finance

J. Carrie explained that the new credential, Business Administration PDD Accounting and Finance Option, is essentially a renaming of the former PDD Accounting Option. The new credential gives a student the option to satisfy academic requirements for financial course work. Cost of tuition and fees will remain the same.

Mover J. ROUND/Seconder C. HODGSON: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVES THE ESTABLISHMENT OF THE CREDENTIAL, BUSINESS ADMINISTRATION POST DEGREE DIPLOMA ACCOUNTING AND FINANCE OPTION.

Motion carried

4.2.2 New Credential-PDD Pre-Chartered Professional Accountant

J. Carrie presented this new 2-year PDD program which will provide prerequisite courses for students wanting to pursue the Chartered Professional Accountant Professional Education Program.

J. Lobay requested that the proposed resolution be amended to remove the tuition for BUS 418 as it is already an established course through the Business Administration bachelor's degree program.

Moved K. NELSON/Seconded A. HAMILTON: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVES THE ESTABLISHMENT OF THE CREDENTIAL, BUSINESS ADMINISTRATION POST DEGREE DIPLOMA – PRE-CHARTERED PROFESSIONAL ACCOUNTANT;

THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVES THE FOLLOWING TUITION:

International Tuition $5,885.00

Motion carried

4.2.3 Underground Mining Essentials Program-Adjustment of Fees

The credential Underground Mining Essentials Program was initially approved by the Board in November 2013. However, the tuition attached to that credential included the cost of materials which should not have been included. This new tuition is an adjustment of that fee.

Moved J. ROUND/Seconded D. LAMB: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVES THE FOLLOWING TUITION REVISION FOR THE UNDERGROUND MINING ESSENTIALS PROGRAM:

Program Fee: $8,240.58

Motion carried

4.2.4 Benefits of Applied Research

J. Carrie commented that applied research may be part of a student's academic work. B. Calder agreed that applied research is very important to everyone in the College but also cautioned that the College needs to be diligent about ensuring that the College's mission to provide higher education and skills training are emphasized.

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4.2.5 Regional Highlights

J. Carrie acknowledged the volunteers that made the high school open house a great success, adding that holding open houses does translate to recruitment of new students for the College. Regarding research initiatives, she explained that research proposals come from various sources.

4.3 Vice President, Finance and Facilities

4.3.1 Campus and Facilities Plan

C. Baert introduced David Graham, Director of Facilities Management, who prepares and works on the multi-year plan for the maintenance of College facilities. C. Baert and D. Graham answered a few questions from the Board pertaining to the timing of funding requests, how maintenance of the various facilities is prioritized and carbon tax refunds.

4.3.2 2014/2015 Budget Approval

J. Bowman provided introductory comments about the 2014/2015 Budget and acknowledged the work of SLT particularly C. Baert for producing a balanced budget while limiting any negative impacts the reduction in funding may have on students, employees and communities.

C. Baert presented the budget for approval which has an overall reduction of about $1.4 million. She briefly discussed some of the major changes in the budget both in sources of revenues and expenditures including growth in international education and continuing education, grants received for applied research and one-time only funding for community aboriginal programs.

J. Carrie also briefly discussed reduction in funding from the Industry Training Authority (ITA) which will impact some trades programs including not offering a second intake of Professional Cook 1. This reduction will impact sessional faculty as well.

Moved B. BELL/Seconded D. LAMB: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVE THE FISCAL 2014/15 BUDGET AS PRESENTED.

Motion carried

4.4 Vice President, Student and Educational Services & Planning

4.4.1 NIC Core Review Interim Progress Report

L. Domae presented the interim report which was required by the Ministry of Advanced Education at the end of February. Details on the final report and the required reporting format are expected to be communicated to the College soon. Board Members appreciated the finance portion of the interim report.

4.4.2 Fall 2014 Student Applications Report

L. Domae presented the student applications report for both domestic and international students, adding that it is early in the application and some fluctuations are to be expected.

4.5 Chair, Education Council

4.5.1 Education Council Report

H. Howie reported that the Education Council approved some new programs including the Welder Certificate program which was approved by the Board in February as well as a few program and course revisions.

5. INFORMATION

The Board received the following correspondence:

- Closing summary received February 14, 2014 from the Office of the Ombudsperson regarding the College's Policy 3-26 Academic Honesty and Standards
- Correspondence received February 20, 2014 from the North Island Students Union regarding the collection of new student membership fee

6. NEXT MEETING DATES

- Regular meeting – Thursday, May 29, 2014, PH099, Mount Waddington Campus

4. ADJOURNMENT

Moved J. LOBAY /Seconded K. NELSON: THAT THE BOARD OF GOVERNORS ADJOURN TO ITS IN-CAMERA MEETING.

Motion carried

Time: 3:11 p.m.

Bruce Calder, Chair

Rachel Reid, Executive Assistant

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MINUTES OF THE SPECIAL ELECTRONIC MEETING OF THE NORTH ISLAND COLLEGE BOARD OF GOVERNORS HELD VIA EMAIL FRIDAY, MAY 2, 2014

VOTING BOARD MEMBERS

B. Calder, Community Member, Comox Valley Region, Chair
B. Bell, Community Member, Comox Valley Region, Vice Chair
R. Grant, Community Member, Campbell River Region
A. Hamilton, Community Member, Comox Valley Region
S. Kenny, Community Member, Port Alberni Region
D. Lamb, Community Member, Campbell River Region
J. Lobay, Student Representative
V. Mundy, Community Member, Port Alberni Region
K. Nelson, Community Member, Mount Waddington Region
C. Reyno, Support Staff Representative
J. Round, Community Member, Comox Valley Region
A. Walia, Student Representative

OTHER BOARD MEMBERS

C. Hodgson, Faculty Representative

ALSO PRESENT

J. Bowman, President
H. Howie, Chair, Education Council
R. Reid, Executive Assistant to the Board of Governors

On April 28, 2014, Executive Assistant to the Board R. Reid sent an email to all Board Members with information on and a request for approval of specialized credential options for the Tourism and Hospitality Management Diploma. R. Reid requested all voting Board Members to reply via email with their votes by May 2, 2014. The following resolution was carried by affirmative votes received from 12 voting members.

Moved B. BELL/Seconded J. ROUND: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVES THE FOLLOWING CREDENTIALS:

TOURISM & HOSPITALITY MANAGEMENT DIPLOMA – HOSPITALITY OPTION;

TOURISM & HOSPITALITY MANAGEMENT DIPLOMA – SUSTAINABLE TOURISM OPTION;

TOURISM & HOSPITALITY MANAGEMENT DIPLOMA – HOSPITALITY AND SUSTAINABLE TOURISM OPTION.

Motion carried

Bruce Calder, Chair

Rachel Reid, Executive Assistant

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NIC Board Action Items Log

#	ITEM	SOURCE	ACTION	ASSIGNED TO	DUE DATE
1	President to meet with VIHA re rural health program	BOG meeting - November 28, 2013	J. Bowman to meet with Brendan Carr; J. Carrie and J. V. N. Kenny are engaged with Island Health Steering Committee	J. Bowman	TBD
2	Core Review	BOG meeting - March 27, 2014	Presentation of final report	J. Bowman	29-May-14
3	Committee Evaluation	BOG 2014 Workplan - January 30, 2014	Evaluate committees' performance	S. Kenny	26-Jun-14
4	Policy/Bylaw Updates (conflict of interest, student appeals, unruly behaviour)	BOG 2014 Workplan - January 30, 2014	Approve new revised policies/bylaws; BL 2 approved March 2014	S. Kenny	Ongoing
5	Board Orientation	BOG 2014 Workplan - January 30, 2014	New approach defined & prepared incldg. mentoring	J. Bowman	Sep-14
6	Individual Board Member Objectives	BOG 2014 Workplan - January 30, 2014	Prepare individually & Board to approve	B. Calder	Sep-14
7	Dr. Cross to report back re NIC impacts	BOG meeting - January 30, 2014	Another presentation to focus on applied research and benefits to NIC	J. Bowman	Oct-14
8	BOG Member to sit on Foundation Board	BOG meeting - March 27, 2014	Consider having BOG representation in Foundation Board	J. Bowman	Jun-14

BOARD OF GOVERNORS

NORTH ISLAND COLLEGE

MEETING AND PLANNING SCHEDULE September 2014 – June 2015

MONTH/LOCATION	BUSINESS
Thursday SEPTEMBER 25, 2014 **Comox Valley Campus**	• Election of Chair and Vice-Chair • Board Committee Appointments • Banking Resolutions (if required) • Financial Information Act Report • Board Evaluation Results • Fall 2014 Credit Enrolment Report • First Quarter Financial Statements for 2014/2015
Thursday OCTOBER 30, 2014 **Port Alberni Campus**	• Strategic Plan 2011-2015 (Note: Planning for 2015-2019 cycle) • President's Annual Objectives 2014/2015
Thursday, NOVEMBER27, 2014	**BOARD RETREAT**
Thursday NOVEMBER 27, 2014 **Comox Valley Campus (or Campbell River)**	• 2015/2016 Budget Guidelines and Ongoing Budget Development Timeline • Bylaw 6 – International Tuition and Fee Bylaw • Second Quarter Financial Statements for 2014-2015 • 2015 Board of Governors Work Plan • Advocacy Planning
Thursday JANUARY 29, 2015 **Third Course Bistro, Campbell River Campus (or CV campus)**	• Financial Projections to Year End 2014/2015 • Third Quarter Financial Statements for 2013/2014 • Review of Investment Portfolio • Fall/Winter Stable Enrolment Report • Bylaw 4 – Domestic Tuition and Fee Bylaw • Fall Applications Report
Thursday FEBRUARY 26, 2015 **Comox Valley (venue TBD)**	• **Joint Meeting with North Island College Foundation**
Thursday MARCH 26, 2015 **Comox Valley Campus**	• 2015/2016 Budget Approval • Campus and Facilities Plan
Thursday MAY 28, 2015 **Mount Waddington Campus (tentative)**	• Audited Financial Statements for year ended March 31, 2015 • Board Planning and Meeting Schedule 2015/2016 • Government Letter of Expectations 2015/2016 • Fall Applications Report
Thursday JUNE 25, 2015 **Comox Valley Campus**	• Enrollment Report for the Year Ending March 31, 2015 • 2014/2015 Institutional Accountability Plan and Report Approval

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NORTH ISLAND COLLEGE BOARD OF GOVERNORS
MAY 29, 2014

Vision: North Island College is a premier community and destination college, in a spectacular west-coast environment, that inspires and prepares students for success in a rapidly changing world.

AGENDA ITEM: **Regular Meeting**
3.4.1 F13/14 Audited Financial Statement

Reason:

Each year, the Board is required to approve the College's audited Financial Statements. The Finance and Audit Committee met with the College auditors, KPMG, on May 20 to review the financial statements and the findings of the auditors.

Once the Board has approved the statements, KPMG will issue a signed audit report and we will publish the statements.

Action: For Board discussion and approval

Suggested resolution:

THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVES THE F13/14 FINANCIAL STATEMENTS AS PRESENTED.

NORTH ISLAND COLLEGE
FINANCIAL STATEMENTS
For the year ended March 31, 2014

North Island College
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For the year ended March 31, 2014

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ABCD

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INDEPENDENT AUDITORS' REPORT

To the Board of Governors of North Island College, and the Minister of Advanced Education

We have audited the accompanying financial statements of North Island College, which comprise the statement of financial position as at March 31, 2014, the statements of operations, changes in net assets, remeasurement gains and losses and cash flows for the year then ended, and notes, comprising a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the financial reporting provisions of Section 23.1 of the Budget Transparency and Accountability Act of the Province of British Columbia, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on our judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, we consider internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements of North Island College as at March 31, 2014, and for the year then ended are prepared, in all material respects, in accordance with the financial reporting provisions of Section 23.1 of the Budget Transparency and Accountability Act of the Province of British Columbia.

Emphasis of Matter

Without modifying our opinion, we draw attention to Note 2 to the financial statements, which describes the basis of accounting and the significant differences between such basis of accounting and Canadian public sector accounting standards.

Chartered Accountants
May 29, 2014
Victoria,Canada

North Island College

Statement of Financial Position

As at March 31, 2014 with comparative information for 2013

	Note	2014	2013
Financial assets			
Cash and cash equivalents		$ 5,554,774	$ 6,736,887
Accounts receivable		557,045	306,430
Due from government organizations	3	297,171	581,114
Inventories held for resale		227,211	203,055
Portfolio investments	4	16,597,676	14,880,127
		23,233,877	22,707,613
Liabilities			
Accounts payable and accrued liabilities	5	5,900,565	5,627,041
Due to government organizations	3	431,638	439,825
Employee future benefits	6	252,767	297,085
Deferred revenue		2,285,193	1,619,167
Deferred contributions	7	10,135,616	11,919,574
Deferred capital contributions	8	22,724,633	23,332,095
		41,730,412	43,234,787
Net financial assets (net debt)		(18,496,535)	(20,527,174)
Non-financial assets			
Tangible capital assets	9	27,940,005	28,708,785
Prepaid expenses		116,349	128,991
		28,056,354	28,837,776
Accumulated surplus		**$ 9,559,819**	**$ 8,310,602**
Accumulated surplus is comprised of:			
Accumulated surplus		$ 7,868,186	$ 7,864,811
Accumulated remeasurement gains		1,691,633	445,791
		$ 9,559,819	$ 8,310,602

See accompanying notes to the financial statements

Approved on behalf of the Board of Governors

Bruce Calder,
Chair of the Board of Governors

Carol Baert,
Vice President, Finance and Facilities

North Island College
Statement of Operations and Accumulated Surplus
For the year ended March 31, 2014 with comparative information for 2013

	Note	Budget 2014	2014	2013
Revenue				
Province of British Columbia		$ 28,528,851	$ 29,537,410	$ 30,031,530
Government of Canada grants		120,417	188,542	45,927
Tuition and student fees		6,386,826	6,314,134	6,164,589
Contract services		300,000	492,370	408,404
Sales of goods and services		1,437,200	1,404,038	1,448,630
Investment income		458,350	597,490	402,209
Other income		365,522	483,639	490,704
Revenue recognized from deferred capital contributions		2,036,969	1,975,081	1,788,284
		39,634,135	40,992,704	40,780,277
Expenses (Schedule 1)				
Instructional and non-sponsored research		37,356,749	38,457,072	38,402,356
Ancillary services		1,426,289	1,495,850	1,529,922
Sponsored research		120,417	355,300	45,927
Special purpose		730,680	681,107	744,151
		39,634,135	40,989,329	40,722,356
Surplus for the year		**-**	**3,375**	**57,921**
Accumulated surplus, beginning of year		7,864,811	7,864,811	7,806,890
Accumulated surplus, end of year		**$ 7,864,811**	**$ 7,868,186**	**$ 7,864,811**

See accompanying notes to the financial statements

North Island College
Statement of Changes in Net Financial Assets (Net Debt)
For the year ended March 31, 2014 with comparative information for 2013

	Budget 2014	2014	2013
Surplus for the year	$ -	$ 3,375	$ 57,921
Acquisition of tangible capital assets	(739,354)	(2,082,472)	(3,448,406)
Amortization of tangible capital assets	2,949,209	2,851,252	2,614,632
Loss on sale of tangible capital assets		-	59,517
Proceeds on sale of tangible capital assets	-	-	9,453
	2,209,855	768,780	(764,804)
Acquisition of prepaid expenses	-	(59,915)	(126,211)
Use of prepaid expenses	-	72,557	69,663
	-	12,642	(56,548)
Net remeasurement gains	-	1,245,842	445,791
Change in net financial assets (net debt)	**2,209,855**	**2,030,639**	**(317,640)**
Net debt, beginning of year	(20,527,174)	(20,527,174)	(20,209,534)
Net debt, end of year	$ (18,317,319)	$ (18,496,535)	$ (20,527,174)

See accompanying notes to the financial statements

North Island College
Statement of Remeasurement Gains and Losses
For the year ended March 31, 2014 with comparative information for 2013

	2014	2013
Accumulated remeasurement gains, beginning of year	$ 445,791	$ -
Unrealized gains (losses) attributed to:		
Pooled bond funds	(205,132)	92,100
Pooled equity funds	1,512,570	353,691
Amounts reclassified to the statement of operations:		
Realized gain on pooled bond funds	(61,596)	-
Remeasurement gains for the year	1,245,842	445,791
Accumulated remeasurement gains, end of year	**$ 1,691,633**	**$ 445,791**

See accompanying notes to the financial statements

North Island College
Statement of Cash Flows
For the year ended March 31, 2014 with comparative information for 2013

	2014	2013
Cash provided by (used in):		
Operations		
Surplus for the year	$ 3,375	$ 57,921
Items not involving cash:		
Amortization of tangible capital assets	2,851,252	2,614,632
Revenue recognized from deferred capital contributions	(1,975,081)	(1,788,284)
Change in employee future benefits	(44,318)	(120,993)
Loss on sale of tangible capital assets	-	59,517
Change in non-cash operating working capital:		
Decrease (increase) in accounts receivable	(250,613)	151,276
Decrease (increase) in due from government organizations	283,943	(63,362)
Decrease (increase) in prepaid expenses	12,642	(56,548)
Increase in inventories held for resale	(24,156)	(1,726)
Increase in accounts payable and accrued liabilities	273,524	720,785
Increase (decrease) in due to government organizations	(8,187)	70,378
Increase (decrease) in deferred revenue	666,026	(2,057,582)
Increase (decrease) in non-capital contributions	(1,783,958)	6,680,856
Net change in cash from operating activities	4,449	6,266,870
Capital activities		
Cash used to acquire tangible capital assets	(2,082,472)	(3,448,406)
Proceeds from deferred capital contributions	1,367,619	2,464,183
Proceeds on disposal of tangible capital assets	-	9,453
Net change in cash from capital activities	(714,853)	(974,770)
Investing activities		
Net change in cash from investing activities	(471,707)	(4,322,162)
Net change in cash and cash equivalents	**(1,182,111)**	**969,938**
Cash and cash equivalents, beginning of year	6,736,887	5,766,949
Cash and cash equivalents, end of year	$ 5,554,774	$ 6,736,887

See accompanying notes to the financial statements

North Island College
Notes to the Financial Statements
Year ended March 31, 2014

1 Authority and purpose

North Island College operates under the authority of the College Institute Act of British Columbia. The College is a not-for-profit entity governed by a Board of Governors, the majority of which are appointed by the provincial government of British Columbia. The College is a registered charity and is exempt from income taxes under section 149 of the Income Tax Act.

2 Summary of significant accounting policies

The financial statements of the College are prepared by management in accordance with the basis of accounting described below. Significant accounting policies of the College are as follows:

(a) Basis of accounting:

The financial statements have been prepared in accordance with Section 23.1 of the Budget Transparency and Accountability Act of the Province of British Columbia supplemented by Regulations 257/2010 and 198/2011 issued by the Province of British Columbia Treasury Board.

The Budget Transparency and Accountability Act requires that the financial statements be prepared in accordance with the set of standards and guidelines that comprise generally accepted accounting principles for senior governments in Canada, or if the Treasury Board makes a regulation, the set of standards and guidelines that comprise generally accepted accounting principles for senior governments in Canada as modified by the alternate standard or guideline or part thereof adopted in the regulation.

Regulation 257/2010 requires all tax-payer supported organizations in the Schools, Universities, Colleges and Hospitals sectors to adopt Canadian public sector accounting standards without any PS4200 elections related to accounting standards for not for profit organizations.

Regulation 198/2011 requires that restricted contributions received or receivable are to be reported as revenue depending on the nature of the restrictions on the use of the funds by the contributors as follows:

(i) Contributions for the purpose of acquiring or developing a depreciable tangible capital asset or contributions in the form of a depreciable tangible capital asset are recorded and referred to as deferred capital contributions and recognized in revenue at the same rate that amortization of the related tangible capital asset is recorded. The reduction of the deferred capital contributions and the recognition of the revenue are accounted for in the fiscal period during which the tangible capital asset is used to provide services.

(ii) Contributions restricted for specific purposes other than those for the acquisition or development of a depreciable tangible capital asset are recorded as deferred contributions and recognized in revenue in the year in which the stipulation or restriction on the contributions have been met.

For British Columbia tax-payer supported organizations, these contributions include government transfers and externally restricted contributions.

The accounting policy requirements under Regulation 198/2011 are significantly different from the requirements of Canadian public sector accounting standards which require that government transfers, which do not contain a stipulation that creates a liability, be recognized as revenue by the recipient when approved by the transferor and the eligibility criteria have been met in accordance with public sector accounting standard PS3410.

As a result, revenue recognized in the statement of operations and certain related deferred capital contributions would be recorded differently under Canadian public sector accounting standards.

(b) Cash and cash equivalents

Cash and cash equivalents include highly liquid investments with a term to maturity of three months or less at the date of purchase.

(c) Financial instruments

Financial instruments are classified into two categories: fair value or cost.

(i) Fair value category: all portfolio investments are quoted in an active market and therefore reflected at fair value as at the reporting date. Sales and purchases of investments are recorded on the trade date. Transaction costs related to the acquisition of investments are recorded as an expense. Unrealized gains and losses on financial assets are recognized in the Statement of Remeasurement Gains and Losses until such time that the financial asset is derecognized due to disposal or impairment. At the time of derecognition, the related realized gains and losses are recognized in the Statements of Operations and Accumulated Surplus and related balances reversed from the Statement of Remeasurement Gains and Losses.

(ii) Cost category: financial assets and liabilities are recorded at cost or amortized cost. Gains and losses are recognized in the Statements of Operations and Accumulated Surplus when the financial asset is derecognized due to disposal or impairment. Sales and purchases of investments are recorded on the trade date. Transaction costs related to the acquisition of financial assets are included in the cost of the related instrument.

(d) Inventories held for resale

Inventories held for resale, including books and merchandise for sale in campus bookstores are recorded at the lower of cost or net realizable value. Cost includes the original purchase cost, plus shipping and applicable duties. Net realizable value is the estimated selling price less any costs to sell.

(e) Non-financial assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

(i) Tangible capital assets

Tangible capital assets are recorded at cost, which includes amounts that are directly attributable to acquisition, construction, development or betterment of the asset. Interest is capitalized whenever external debt is issued to finance the construction of tangible capital assets. The cost, less residual value, of the tangible capital assets, excluding land and landfill sites, are amortized on a straight line basis over their estimated useful lives shown below. Land is not amortized as it is deemed to have a permanent value.

Buildings and site improvements	
Concrete and steel buildings	40 years
Wood-framed buildings	20 years
Site improvements	10 years
Furniture and equipment	
Library books	10 years
Furniture, equipment, and vehicles	5 years
Computer servers	5 years
Computer equipment	3 years
Leasehold improvements	Remaining term of the lease

Assets under construction are not amortized until the asset is available for productive use.

Tangible capital assets are written down when conditions indicate that they no longer contribute to the College's ability to provide goods and services, or when the value of future economic benefits associated with the tangible capital assets are less than their net book value.

(ii) Works of art and historic assets
Works of art and historic assets are not recorded as assets in these financial statements.

(iii) Leased tangible capital assets
Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as leased tangible capital assets. All other leases are accounted for as operating leases and the related payments are charged to expenses as incurred.

(f) Employee future benefits

The College and its employees make contributions to the College Pension Plan and the Municipal Pension Plan which are multi-employer joint trustee plans. These plans are defined benefit plans, providing a pension on retirement based on the member's age at retirement, length of service and highest earnings averaged over five years. Inflation adjustments are contingent upon available funding. As the assets and liabilities of the plans are not segregated by institution, the plan is accounted for as a defined contribution plan and any contributions of the College to the plan are expensed as incurred.

Sick leave benefits are also available to the College's employees. The costs of these benefits are actuarially determined based on service and best estimates of retirement ages and expected future salary and wage increases. The obligation under these benefit plans are accrued based on projected benefits as the employees render services necessary to earn the future benefits.

(g) Revenue recognition

Tuition and student fees and sales of goods and services are reported as revenue at the time the services are provided or the products are delivered, and collection is reasonably assured.

Unrestricted donations and grants are recorded as revenue when receivable if the amounts can be estimated and collection is reasonably assured.

Restricted donations and grants are reported as revenue depending on the nature of the restrictions on the use of the funds by the contributors as set out in note 2(a).

The College leases certain land properties to third parties for a period of 99 years. Cash received from land leases is deferred and amortized to revenue on a straight-line basis over the term of the lease.

Investment income includes interest recorded on an accrual basis and dividends recorded as declared, realized gains and losses on the sale of investments, and writedowns on investments where the loss in value is determined to be other-than-temporary.

(h) Use of estimates

The preparation of financial statements in accordance with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets, liabilities, and related disclosures. Key areas where management has made estimates and assumptions include those related to the fair value of financial instruments, useful life of tangible capital assets and the present value of employee future benefits and commitments. Where actual results differ from these estimates and assumptions, the impact will be recorded in future periods when the difference becomes known.

(i) Foreign currency translation

The College's functional currency is the Canadian dollar. There are no significant foreign currency transactions.

(j) Budget figures

Budget figures have been provided for comparative purposes and have been derived from the North Island College 2013-2014 Budget approved by the Board of Governors of North Island College on March 28, 2013.

Budget figures are presented only for information purposes.

3 Due from and to governments and other government organizations

Due from:	**2014**	**2013**
Federal government	$ 70,741	$ 104,949
Provincial government	7,017	209,341
Other government organizations	219,413	266,824
	$ 297,171	$ 581,114

Due to:	**2014**	**2013**
Federal government	$ 273,265	$ 269,516
Provincial government	83,447	1,808
Other government organizations	74,926	168,501
	$ 431,638	$ 439,825

4 Portfolio investments

Portfolio investments recorded at fair value are comprised of the following:

Portfolio investments:	**2014**	**2013**
Fixed income	$ 559,460	$ 694,078
Pooled bond funds	8,001,561	7,841,892
Pooled equity funds	8,036,655	6,344,157
	$ 16,597,676	$ 14,880,127

5 Accounts payable and accrued liabilities

	2014	2013
Trade payable	$ 1,419,757	$ 1,546,725
Salaries and benefits payable	623,201	387,404
Accrued leaves payable	2,552,499	2,588,790
Other payables and accrued liabilities	1,305,108	1,104,122
	$ 5,900,565	$ 5,627,041

6 Employee future benefits

(a) Pension benefits:

The College and its employees contribute to the College Pension Plan and the Municipal Pension Plan, jointly trusteed pension plans. The board of trustees for these plans represent plan members and employers and are responsible for the management of the pension plan including investment of the assets and administration of benefits. The pension plans are multi-employer contributory pension plans. Basic pension benefits provided are based on a formula. The College Pension Plan has about 13,000 active members from college senior administration and instructional staff and approximately 6,000 retired members. The Municipal Pension Plan has about 179,000 active members, with approximately 5,700 from colleges.

The most recent actuarial valuation for the College Pension Plan as at August 31, 2012 indicated a $105 million funding deficit for basic pension benefits. The next valuation will be as at August 31, 2015 with results available in 2016. The most recent actuarial valuation for the Municipal Pension Plan as at December 31, 2012 indicated a $1,370 million funding deficit for basic pension benefits. The next valuation will be as at December 31, 2015 with results available in 2016. Employers participating in the Plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the Plan records accrued liabilities and accrued assets for the Plan in aggregate with the results that there is no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the Plan.

The College paid $1,981,280 for employer contributions to the plans in fiscal 2014 (2013: $1,902,355).

(b) Other benefits:

	2014	2013
Severance	$ 193,767	$ 242,085
Accumulated sick leave benefit	59,000	55,000
	$ 252,767	$ 297,085

(i) The College provides severance benefits to eligible employees based on eligibility, years of service, and final salary.

(ii) Employees of the College are entitled to sick leave in accordance with the terms and conditions of their employment contracts. Sick leave credits accumulate for employees of the College, as they render services they earn the right to the sick leave benefit. The College recognizes a liability and an expense for sick leave in the period in which employees render services in return for the benefits. The accrued benefit obligation and the net periodic benefit cost were estimated by an actuarial valuation effective April 1, 2011 and for each of the years ended March 31, 2013 and 2014.

The significant actuarial assumptions adopted in measuring the College's accrued benefit obligation are as follows:

	2014	2013
Discount rates	3.9%	3.9
Expected wage and salary increases	2%	2%

7 Deferred contributions

Deferred contributions are comprised of funds for restricted uses including special programs, facilities and research. Changes in the deferred contribution balances are as follows:

	2014		
	Land Sale	**Other**	**Total**
Balance, beginning of year	$ 3,961,144	$ 7,958,430	$ 11,919,574
Contributions received	-	4,427,971	4,427,971
Revenue recognized	-	(6,211,929)	(6,211,929)
Balance, end of year	$ 3,961,144	$ 6,174,472	$ 10,135,616

	2013		
	Land Sale	**Other**	**Total**
Balance, beginning of year	$ -	$ 6,901,552	$ 6,901,552
Contributions received	3,961,144	2,715,797	6,676,941
Revenue recognized	-	(1,658,919)	(1,658,919)
Balance, end of year	$ 3,961,144	$ 7,958,430	$ 11,919,574

In 2012/13, the College sold 11.164 acres of land to the Vancouver Island Health Authority for $4,030,114. Use of the sale proceeds is restricted under the College and Institute Act. The proceeds, net of land costs of $68,970, have been recorded as deferred contributions until permission to use the funds for acquisition of specific capital assets is granted.

8 Deferred capital contributions

Funding contributions for tangible capital assets are referred to as deferred capital contributions. Amounts are recognized into revenue as the asset is amortized over the useful life of the asset. Treasury Board specifies this accounting treatment as disclosed in note 2. Changes in the deferred capital contributions balance are as follows:

	2014	**2013**
Balance, beginning of year	$ 23,332,095	$ 22,656,196
Contributions received and expended on tangible capital assets	1,367,619	2,464,183
Revenue recognized from deferred capital contributions	(1,975,081)	(1,788,284)
Balance, end of year	$ 22,724,633	$ 23,332,095

North Island College
Notes to the Financial Statements
Year ended March 31, 2014

9 Tangible capital assets

Cost	**Mar 31, 2013**	**Additions**	**Disposals/Transfers**	**Mar 31, 2014**
Land	$ 457,919	$ -	$ -	$ 457,919
Site improvements	2,300,822	5,557	-	2,306,379
Buildings	53,065,849	957,377	476,636	54,499,862
Furniture & equipment	4,356,753	336,062	(1,106,421)	3,586,394
Software & licences	223,818	3,308	(54,081)	173,046
Computer equipment	1,398,029	139,685	(534,169)	1,003,545
Leasehold improvements	15,103	-	(8,770)	6,333
Vehicles	97,074	5,821	(13,826)	89,068
Library books	623,309	45,495	(162,939)	505,864
Assets under construction	476,636	589,166	(476,636)	589,166
Total	$ 63,015,312	$ 2,082,471	$ (1,880,206)	$ 63,217,576

Accumulated amortization	**Mar 31, 2013**	**Amortization**	**Disposals**	**Mar 31, 2014**
Site improvements	$ 1,213,187	$ 216,456	$ -	$ 1,429,643
Buildings	29,549,868	1,690,710	-	31,240,579
Furniture & equipment	2,019,237	662,563	(1,106,421)	1,575,379
Software & licences	148,392	39,271	(54,081)	133,582
Computer equipment	952,625	178,303	(534,169)	596,758
Leasehold improvements	9,429	317	(8,770)	976
Vehicles	18,371	17,814	(13,826)	22,359
Library books	395,418	45,818	(162,939)	278,297
Total	$ 34,306,527	$ 2,851,252	$ (1,880,206)	$ 35,277,573

	Net Book Value Mar 31, 2013	**Net Book Value Mar 31, 2014**
Land	$ 457,919	$ 457,919
Site improvements	1,087,635	876,736
Buildings	23,515,980	23,259,284
Furniture & equipment	2,337,517	2,011,015
Software & licences	75,427	39,463
Computer equipment	445,404	406,787
Leasehold improvements	5,674	5,357
Vehicles	78,702	66,709
Library books	227,891	227,568
Assets under construction	476,636	589,166
Total	$ 28,708,785	$ 27,940,004

North Island College
Notes to the Financial Statements
Year ended March 31, 2014

Cost	Mar 31, 2012	Additions	Disposals/Transfers	Mar 31, 2013
Land	$ 526,889	$ -	$ (68,970)	$ 457,919
Site improvements	2,147,412	38,489	114,921	2,300,822
Buildings	51,731,485	368,635	965,729	53,065,849
Furniture & equipment	2,638,469	1,718,284	-	4,356,753
Software & licences	206,615	17,204	-	223,819
Computer equipment	1,248,902	149,126	-	1,398,029
Leasehold improvements	15,103	-	-	15,103
Vehicles	21,113	75,960	-	97,073
Library books	580,911	42,398	-	623,309
Capital leases	28,226	-	(28,226)	-
Assets under construction	518,976	1,038,310	(1,080,650)	476,636
Total	$ 59,664,101	$ 3,448,406	$ (97,196)	$ 63,015,312

Accumulated amortization	Mar 31, 2012	Amortization	Disposals	Mar 31, 2013
Site improvements	$ 996,587	$ 216,600	$ -	$ 1,213,187
Buildings	27,910,906	1,638,962	-	29,549,868
Furniture & equipment	1,551,362	467,875	-	2,019,237
Software & licences	109,441	38,951	-	148,392
Computer equipment	753,640	198,985	-	952,625
Leasehold improvements	9,113	316	-	9,429
Vehicles	14,266	4,106	-	18,372
Library books	346,581	48,837	-	395,418
Capital leases	28,226	-	(28,226)	-
Total	$ 31,720,122	$ 2,614,632	$ (28,226)	$ 34,306,527

	Net Book Value Mar 31, 2012	Net Book Value Mar 31, 2013
Land	$ 526,889	$ 457,919
Site improvements	1,150,825	1,087,635
Buildings	23,820,579	23,515,981
Furniture & equipment	1,087,107	2,337,516
Software & licences	97,174	75,427
Computer equipment	495,263	445,404
Leasehold improvements	5,990	5,674
Vehicles	6,847	78,701
Library books	234,330	227,891
Capital leases	-	-
Assets under construction	518,976	476,636
Total	$ 27,943,980	$ 28,708,785

(a) Assets under construction

Assets under construction having a value of $589,166 (2013: $476,636) have not been amortized. Amortization of these assets will commence when the asset is available for productive use.

10 Financial risk management

The College is potentially exposed to credit risk, liquidity risk, foreign exchange risk and interest rate risk from the entity's financial instruments. Qualitative and quantitative analysis of the significant risks from the College's financial instruments is provided below by type of risk.

(a) Credit risk

Credit risk primarily arises from the College's cash and cash equivalents, accounts receivable and portfolio investments. The risk exposure is limited to their varying amounts at the date of the statement of financial position.

Accounts receivable primarily consist of amounts receivable from government organizations, students, clients and sponsors. To reduce the risk, the College regularly reviews the collectability of its accounts receivable and establishes an allowance based on its best estimate of potentially uncollectible amounts. As at March 31, 2014, the amount of allowance for doubtful debts was $56,709 (2013: $43,780), as these accounts receivable are deemed by management not to be collectible. The College historically has not had difficulty collecting receivables, nor have counterparties defaulted on any payments.

(b) Market and interest rate risk

Market risk is the risk that changes in market prices and inputs, such as interest rates, will affect the College's income. The objective of market risk management is to control market risk exposures within acceptable parameters while optimizing the return on risk.

The College manages market risk by holding cash balances with a top rated Canadian Schedule I financial institution. The portfolio investments are professionally managed following the investment program which is approved by the College's Board of Governors and consistent with the requirements of the College and Institute Act. The College periodically reviews its investments and is satisfied that the portfolio investments are being managed in accordance with the investment program.

Interest rate risk is the risk that the fair value of future cash flows of a financial instrument will fluctuate because of changes in the market interest rates.

It is management's opinion that the College is not exposed to significant market or interest rate risk arising from its financial instruments.

(c) Liquidity risk

Liquidity risk is the risk that the College will not be able to meet its financial obligations as they become due.

The College receives its principal source of capital through funding received from the Province of British Columbia. The College defines capital to be net assets, long-term debt and deferred capital contributions.

The College's objective when managing capital is to fund its operations and capital asset additions. The College manages the capital structure in conjunction with the Ministry of Advanced Education and makes adjustments based on available government funding and economic conditions. Currently, the College's strategy is to monitor expenditures to preserve capital in accordance with budgeted funding granted by the Ministry of Advanced Education.

(d) Foreign exchange risk

The College has not entered into any agreements or purchased any foreign currency hedging arrangements to hedge possible currency risks, as management believes that the foreign exchange risk derived from currency conversions is not significant. The foreign currency financial instruments are short-term in nature and do not give rise to significant foreign currency risk.

11 Contractual obligations

The nature of the College's activities can result in multiyear contracts and obligations whereby the College will be committed to make future payments. Significant contractual obligations related to operations that can be reasonably estimated are as follows:

	2015	2016
Port Hardy Campus	$ 104,100	$ 95,425
Port Alberni Campus	107,727	107,727
	$ 211,827	$ 203,152

12 Contingent liabilities

The College may, from time to time, be involved in legal proceedings, claims, and litigation that arise in the normal course of business. In the event that any such claims or litigation are resolved against the College, such outcomes or resolutions could have a material effect on the business, financial condition, or results of operations of the College. At March 31, 2014, there are no outstanding claims.

13 Related parties

North Island College Foundation is a not-for-profit organization and a registered charity under the Income Tax Act. The Foundation was created to enhance the delivery of North Island College's programs and services by raising funds to provide scholarships and bursaries, and to support various College projects. Although there is no common control of the organizations through the Board appointment or other forms of control, the Foundation is related to the College by virtue of holding resources which are to be used to provide support to students attending the College. Transactions with the Foundation were recorded at the exchange amount.

At March 31, 2014, accounts payable of the College included $98,285 (2013: $79,369) due to the Foundation.

	2014	2013
Bursaries	$ 213,234	$ 180,580 :
Donations and other	-	16,537
Gifts-in-kind	-	6,626
Foundation contributions to the College	$ 213,234	$ 203,743
College contributions to the Foundation	$ 60,000	$ 60,000

14 **Comparative Information**

Certain 2013 comparative information has been reclassified to conform with the financial statement presentation adopted for the current year.

North Island College
Schedule 1 - Schedule of Expenses by Object
For the year ended March 31, 2014 with comparative information for 2013

	Budget 2014	2014	2013
Expenses			
Salaries and benefits	$ 27,655,746	$ 27,683,014	$ 26,493,389
Other personnel costs	793,370	761,522	1,566,111
Advertising and promotion	498,907	529,359	546,906
Books and periodicals	331,777	243,265	278,787
Cost of goods sold	1,049,870	1,041,036	1,087,342
Equipment costs	712,953	1,483,271	1,498,516
Facility costs	2,204,210	2,791,772	2,937,461
Financial service charges	173,753	169,499	142,998
General fees and services	1,184,600	1,484,765	1,539,088
Student awards	402,180	374,844	413,732
Supplies and general expenses	776,727	643,872	680,035
Travel	575,833	555,765	531,940
Grant transfers	325,000	316,093	331,419
Donations to NIC Foundation	-	60,000	60,000
Amortization of tangible capital assets	2,949,209	2,851,252	2,614,632
	$ 39,634,135	$ 40,989,329	$ 40,722,356

OFFICE OF THE PRESIDENT

NORTH ISLAND COLLEGE

PRESIDENT'S REPORT
TO THE BOARD OF GOVERNORS
MAY 29, 2014

This report will cover the period of March 31 to May 28, 2014.

Project Watershed Meeting

On March 31st, I met with Paul Horgen, Chair of the Board of Directors of the CV Project Watershed Society, and Director Jim Gillis (CVRD) and Christine Hodgson (NIC Instructor). During our lunch meeting, we reviewed Project Watershed's Blue Carbon Pilot Project and the impact it will have on the K'omoks Estuary and the community of the Comox Valley. We also reviewed the North American Partnership for Environmental Community Action – a 2-year grant valued at $230K. Subsequently, Project Watershed has now formally requested that NIC be added to the MOU that has been signed off by the BC Ministry of Environment Climate Action Secretariat and VIU.

College Futures Committee (CFC)

On April 4th, the CFC met for its inaugural meeting and I thought it went well. In attendance, were members of the Senior Leadership Team (J. Bowman, J. Carrie, M. Herringer, S. Auchterlonie, and S. Bate), NICFA (S. Ackland and A. Cumming), CUPE 3479 (A. Apolocins and H. Scarisbrick) and NISU (Q. Park, J. Lund and G. Brar). Agenda topics included discussion and feedback on the draft Terms of Reference which can be found in the Information section of the Board agenda. Discussion focused on future meeting agenda topics including the next NIC multi-year/comprehensive planning process, Core Review – advocacy to provincial government, 2015/16 budget development principles, strategic enrolment planning – recruitment and retention/success, and planning for NIC's 40th anniversary.

BC Colleges Presidents Meeting

On April 7th, I attended the BC Colleges Presidents meeting in Vancouver. Agenda topics included a strategic discussion on core review, aligning to labour market: strategic alliance with industry, budget challenges and thoughts on advocacy strategy. AVED ADM Claire Avison joined the meeting to discuss the 10 year skills plan, compensation policy of government and the core review. Ministry of Education's Jan Unwin led a presentation on MOE and AVED direction on improving transition of youth to PSE or job.

Meetings with BC Government Officials in Victoria - April 8-9

- On April 8th, the Chair, Vice Chair and I met Minister Don McRae for lunch at the Parliament Buildings in Victoria.

  In the afternoon, we met with DM Becky Denlinger, Community, Sport and Cultural Development.

- On April 9th, we met with ADM C.J. Ritchie, Technology, Innovation and Citizens' Service.

  Later in the morning we met with DM Dave Byng and Executive Director Keith Godin, Ministry of Jobs, Tourism and Skills Training.

  In the afternoon, we met with AVED Minister Amrik Virk.

  Right after the meeting with Minister Virk, we met with Minister of Education Peter Fassbender.

19 Wing Comox

- On April 16th, Lisa Domae, Susan Auchterlonie, Pat Rokosh and I met with Wing Commander Colonel Jim Benninger, Brigadier-General (Retired) Greg Matte and Lieutenant (Navy) Patrick Leslie for a discussion on the Helmets to Hardhats program. G. Matte is the National Executive Director of the Helmets to Hardhats program (www.helmetstohardhats.ca) – a program that transitions retired Canadian Forces (CF) personnel to civilian life through training in trades/apprenticeship certification. The purpose of the meeting was to explore what can be done for the military "releasing" from the CF and to build the relationship between Helmets to Hardhats and NIC. The meeting culminated with a visit to the Trades facilities at our CV campus.

- On April 16th, I attended the 19 Wing All-Ranks Mess Dinner in celebration of the 90th anniversary of the Royal Canadian Air Force. G. Matte was the guest speaker at the Mess Dinner.

Comox Valley Regional District Board and CAO Meeting

On April 17th, I met with CVRD CAO Debra Oakman and Directors Jolliffe, Gillis and Grieve for an introductory meeting. The focus of discussion was on CVRD and NIC collaboration.

North Island College Foundation Board Meeting

- On April 17th, I attended the NIC Foundation Board of Directors meeting via ITV. Bill Parkinson and Murray Erickson from the School of Business joined us to discuss their thoughts/proposal for raising private funds to support the college.

- On May 15th, I attended the NIC Foundation Board of Directors meeting at CR campus.

School District 72 Superintendent and Secretary-Treasurer

On April 23rd, C. Baert and I met with Superintendent T. Longridge and Secretary-Treasurer K. Patrick. The purpose of the meeting was to discuss the CR facility project and to provide them with more information around the funding of the project.

Vancouver Island Post-secondary Alliance Institution Presidents

On April 25th, I drove to Victoria for a meeting with the Vancouver Island Post-secondary Alliance Institution presidents hosted by RRU President A. Cahoon. Discussion focused on the next steps for the Alliance. The presidents agreed on several action follow-up areas: Aboriginal education, international education recruitment, health sciences collaboration, sharing information regarding seat availability and Vancouver Island joint marketing.

BC's Skills for Jobs Blueprint Announcement/Event

On April 29th, I travelled to Victoria for the announcement of the launch of BC Skills for Jobs Blueprint: Re-engineering education and training. The Ministers in attendance included Amrik Virk, MAVED, Shirley Bond, Minister of Jobs, Tourism and Skills Training and Minister Responsible for Labour, Peter Fassbender, Minister of Education and John Rustad, Minister of Aboriginal Relations and Reconciliation.

On April 30th, I participated in the Trades Training of BC Conference Call which included a discussion and follow up of the Jobs Blueprint announcement.

On May 5th, we discussed the BC Skills for Jobs Blueprint in the BC Colleges Presidents teleconference meeting.

Rotary Club of Strathcona Sunrise Presentation

On April 30th, I gave an early morning presentation to the Sunrise Rotary Club in Courtenay.

Trades Training BC (TTBC) Presidents Teleconference

On April 30th, I participated in the TTBC teleconference. As noted above, we discussed the BC's Skills for Jobs Blueprint. We also discussed the Core Review final report, the BCC Strategic session on June 16th, and BC's Consortium for Skills Development.

International Students Welcome

On May 1st, I welcomed approximately 30 new International students to North Island College. The event was held in the Stan Hagen Theatre.

2014 Cross-Divisional Planning Day

On May 2nd, the Cross-Divisional Planning Day was held at the Comox Recreation Centre. It was well attended with 40+ persons in attendance that included Managers, Directors, and Chairs. The day provided me with an opportunity to hear questions, concerns or suggestions from other attendees regarding the purpose and process, major issues (or themes) for the next college-wide multi-year plan.

Clayoquot Sound Region Education Forum

On May 8th, I travelled to Tofino to attend the West Coast Regional Learning Forum event. My initial suggestion of a learning council turned into an Education forum as a kickoff event. Rebecca Hurwitz, Managing Director of the Clayoquot Biosphere Trust took the opportunity to bring together education stakeholders for a regional learning forum. The purpose of this meeting was to convene community leaders, educators and partners to discuss the status of formal education in the region -- to share information and updates, discuss common goals and determine where there are opportunities to work together.

BC Applied Research Forum

On May 12th, J. Carrie, N. Tabata and I attended the BC Applied Research Symposium at Langara College in Vancouver. The purpose of the meeting was to explore ways in which British Columbia PSE can increase its applied research profile. Featured speakers included representatives from our partners at ACCC and NSERC. We also heard presentations from Centennial College and Camosun College - two institutions that have been successful in their applied research ventures.

Mount Waddington Learning Council

On May 14th, I attended the MW Learning Council meeting at North Island Secondary School (NISS) in Port McNeill. We toured the Trades Show event that was being held at NISS. Our discussions focused on NIC's Trades and Technology Programs (P. Rokosh), MW regional activity, High School Transition Programs and MW economic development in the Regional District. S. Auchterlonie was also in attendance.

Campbell River Campus Project Town Hall

On May 15th, I attended the Town Hall meeting at the CR campus. This meeting was an opportunity for our Consultants to review the process and work that will be undertaken over the next 12 months as we work towards getting final approval from the Ministry for the CR Campus major capital project.

D. Graham, Director of Facilities, will be organizing Stakeholder Interest Groups for each planning phase to obtain input. A Portal section on the Facilities page will also be created so that employees can access information on the project.

Community Futures of Strathcona

On May 21st, I delivered a presentation on NIC at the Community Futures Strathcona Board meeting. The meeting was held in the CV Centre for the Arts in Courtenay.

Association of Canadian Community Colleges (ACCC) Conference

On May 24-27, I travelled to Ottawa for the annual ACCC conference. Board Members Derek Lamb and Christine Hodgson also attended the conference. Other NIC attendees included C. O'Connell and S. Bate.

Algonquin College and La Cite hosted the event. The themes of the conference were collaboration, innovation, and transformation. Prior to the event, I attended the Rural Colleges symposium at Algonquin College's Pembroke Waterfront campus.

NORTH ISLAND COLLEGE BOARD OF GOVERNORS
MAY 29, 2014

Vision: North Island College is a premier community and destination college, in a spectacular west-coast environment, that inspires and prepares students for success in a rapidly changing world.

AGENDA ITEM: **Regular Meeting**
4.1.2 BC's Skills for Jobs Blueprint: Re-engineering Education and Training *(attachments)*

On April 29th, the BC Provincial Government announced its comprehensive strategy to re-engineer BC's education and apprenticeship systems entitled "BC's Skills for Jobs Blueprint: Re-Engineering Education and Training". A copy of the report can be found at this link: http://www.bcjobsplan.ca/getskills/wp-content/uploads/BCs_Skills_for_jobs_blueprint.pdf.

The Honourable Amrik Virk, Minister of Advanced Education, the Honourable Peter Fassbender, Minister of Education, the Honourable Shirley Bond, Minister of Jobs, Tourism and Skills Training, and the Honourable John Rustad, Minister of Aboriginal Relations and Reconciliation as well as students, educators and employers were all in attendance.

A copy of the Deputy Minister's email to institutions and the government's media release are attached.

Action:

For the Board's information.

Sue Bate

Subject: FW: B.C.'s Skills for Jobs Blueprint: Re-Engineering Education and Training
Attachments: News Release - BC Skills for Jobs Blueprint.pdf; B.C.'s Skills for Jobs Blueprint.pdf

From: AVED Deputy Minister AVED:EX [mailto:AVED.DeputyMinister@gov.bc.ca]
Sent: Tuesday, April 29, 2014 12:55 PM
To: kathy_kinloch@bcit.ca; laurink@camosun.ca; kbulcroft@capilanou.ca; Kulmatyckib@cnc.bc.ca; dwalls@cotr.bc.ca; mcalpines@douglascollege.ca; rburnett@ecuad.ca; mtarko@jibc.ca; alan.davis@kpu.ca; ltrotter@langara.bc.ca; XT:Tourand, Ken FIN:IN; John Bowman; lrancourt@nlc.bc.ca; jhamilton@okanagan.bc.ca; allan.cahoon@royalroads.ca; agraeme@selkirk.ca; petter@sfu.ca; president@tru.ca; stephen.toope@ubc.ca; mark.dale@unbc.ca; mark.evered@ufv.ca; pres@uvic.ca; dcallbeck@vcc.ca; ralph.nilson@viu.ca; dcaron@nwcc.bc.ca
Subject: B.C.'s Skills for Jobs Blueprint: Re-Engineering Education and Training

Good afternoon,

I am pleased to share with you a copy of the *B.C. Skills for Jobs Blueprint* that was released today. The *Blueprint* outlines government's plan to re-engineer education and training so that British Columbians will have the skills needed to fill the one million job openings anticipated in the province by 2022. These job openings are expected in sectors throughout the economy, from LNG to high tech to community services, and will require a range of skills, training and education. Our public post-secondary system – your institutions – will be instrumental in helping students to prepare for this opportunity. We all share the goal of supporting student success, and I look forward to working closely with you as we implement the shifts described below.

Changes to operating grants

There will be a significant shift in the way the Ministry funds public post-secondary institutions. Currently, about 10 per cent of the $1.8 billion in provincial operating grants is targeted towards specific programs, primarily in health, medical and graduate programs. Starting this fiscal year, we will increase the amount of funding that is restricted and expand it beyond these programs.

Over the next three years, we will increase restricted funding to 25 per cent of operating grants. Changes will happen gradually: $40 million will be restricted in 2014/15, based on institutions' proportionate funding, rising to $130 million in 2015/16, $220 million in 2016/17, and $270 million annually beginning in 2017/18. Restricted funding will be aligned with programs that support high-demand occupations, as well as programs for Aboriginal people, and programs for people with disabilities.

We will be working with you to use labour market information to identify high-demand occupations, supplemented by institutions' knowledge of local industry and community needs. We will not be focusing on any one sector of the economy or type of training, but rather looking at the broad range of occupations our economy and communities need.

To access the restricted funding, we will be asking each institution to develop a Skills Gap Plan. These plans will demonstrate how institutions are aligning programming with high-demand occupations. Institutions unable to demonstrate alignment will have their funding redirected. Government will work closely with institutions to implement this initiative. Further information will be shared in the near future.

Funding for trades-related seats and capital projects

We are continuing to invest in trades training spaces and new trades-related buildings and equipment. This includes an additional $6.6 million this year to address waitlists for critical trades seats. Waitlists will be identified working in concert with public post-secondary institutions and the Industry Training Authority (ITA). This funding represents a 10 per cent increase over current ITA funding to public institutions and does not affect the operating grants that fund non-trades programs.

Over the next three years, the Ministry of Advanced Education will invest $185 million, including trades projects underway, on infrastructure and equipment that supports trades training. Institutions have been working with us on their capital plans and we will continue those discussions to inform this investment.

Better information on training spaces

Right now, there is an uneven distribution of student demand for courses across the province. We are particularly aware of this issue in trades programs. Some institutions have lengthy waitlists for programs while others may have unused capacity in those same programs. Publishing information about available seats online will make it easier for students, and parents, to see where in the province training spaces are available. We will be looking to institutions to work with us to identify the best way to do this, with a goal to ensure that information is available online about capacity in high-demand trades programs starting this fall.

Changes to student financial assistance

Student financial assistance grant programs worth about $40 million a year will be shifted to align with provincial labour market priorities. We will refocus three of our existing student financial assistance grant programs – the BC Access Grant, BC Completion Grant and BC Loan Forgiveness – to offer up-front, mid-study and back-end grants for high demand programs, including health programs. We want to help students study in programs that lead to in-demand jobs and encourage them to move to regions where those jobs are located. More information on this initiative will be shared in the coming weeks.

Support for Aboriginal partnerships

One of the goals of the Aboriginal Post-Secondary Education and Training Policy Framework and Action Plan is to support community-based delivery of programs between public post-secondary institutions and Aboriginal institutes and communities. In support of that goal, and to ensure that Aboriginal people are positioned to take advantage of economic opportunities, we will continue to provide funding for the Aboriginal Community-Based Delivery Partnerships Program. A Call for Proposals was recently issued, with proposals due by May 28, 2014.

Assistance for people with disabilities

Recognizing persons with disabilities can have unique challenges in accessing technical and trades training, the *Blueprint* includes funding for new pilot projects. Funding has been provided to a number of institutions to pilot initiatives that will increase the success of people with disabilities in programs with high labour market demand. Ministry staff members are in discussion with these institutions about the pilot projects. I want to take this opportunity to thank institutions for supporting this initiative.

Changes overseen by the Ministry of Education and the Ministry of Jobs, Tourism and Skills Training were also announced today. Additional background information on those shifts is attached.

I recognize these shifts are a significant change to how education and training is funded in B.C. The opportunities they represent for British Columbia's students will need our collective efforts and commitment to realize. I also recognize there are likely to be many questions. We have scheduled a technical briefing with the Vice-Presidents of Finance on Wednesday April 30 at 1pm to begin that conversation.

I look forward to our shared work together in the coming months.

Sandra Carroll
Deputy Minister
Ministry of Advanced Education

Ministry of Aboriginal Relations and Reconciliation, Ministry of Advanced Education, Ministry of Education, Ministry of Jobs, Tourism and Skills Training, Ministry of Natural Gas Development, Office of the Premier, Economy Sector, Education Sector, Families Sector, Government Operations Sector, Multiculturalism Sector, Cariboo Chilcotin Coast Region, Kootenay Rockies Region, Northern B.C. Region, Provincewide, Thompson / Okanagan Region, Vancouver Coast & Mountains Region, Vancouver Island / Coast Region

B.C. launches Skills for Jobs Blueprint to re-engineer education and training

/2014/04/bc-launches-skills-for-jobs-blueprint-to-re-engineer-education-and-training.html

View on YouTube (http://www.youtube.com/watch?v=MiozquP9q24)

Tuesday, April 29, 2014 12:45 PM

SOUNDCLOUD
Cookie policy

VICTORIA - The Government of British Columbia today unveiled a comprehensive strategy to re-engineer B.C.'s education and apprenticeship systems, entitled "B.C.'s Skills for Jobs Blueprint: Re-engineering Education and Training".

The announcement was made at the B.C. Parliament Buildings in a celebration that brought together students, educators and employers to profile skilled trades that will soon be in high demand.

British Columbia currently invests more than $7.5 billion annually in education and training. Re-engineering B.C.'s education and training system means targeting more of these resources to meet labour market priorities. Beginning this fiscal year, over $160 million will be allocated to re-engineering education and training in B.C. In four years, this will reach nearly $400 million annually. And over the span of the Province's 10 Year Plan, this represents about $3 billion redirected toward training for high-demand occupations.

B.C.'s Skills for Jobs Blueprint lays out a major shift to a data-driven system where training dollars and programs are targeted to jobs in demand. This system will also be outcome focused. Success will be measured and funding and programs adjusted as the economy evolves.

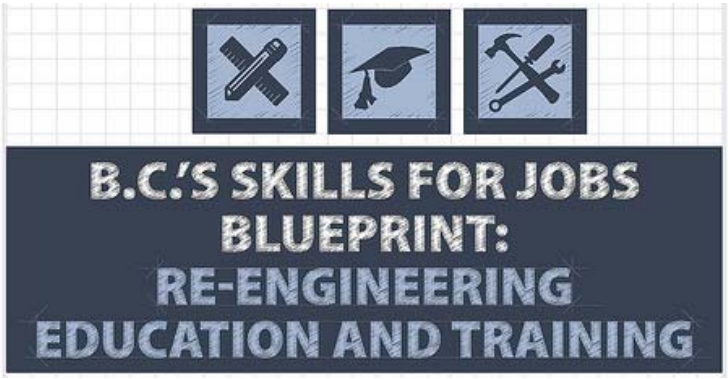
The Blueprint delivers on the throne-speech promise to give young people a seamless path from school through to the workplace. Anchored by a strong emphasis on labour needs throughout the province, including those of the liquefied natural gas (LNG) sector, B.C.'s Blueprint sets out three overarching objectives to maximize the potential of B.C.'s workforce:

1. A head-start to hands-on learning in our schools.
2. A shift in education and training to better match jobs in demand.
3. A stronger partnership with industry and labour to deliver training and apprenticeships.

These objectives are supported by key actions designed to put British Columbians first in line to fill the one million job openings expected by 2022. The plan also prioritizes the education and training needs of British Columbia's Aboriginal people with the goal of significantly increasing their participation in the workforce.

As part of the launch of B.C.'s Skills for Jobs Blueprint, government is also releasing the final results of the Industry Training Authority (ITA) review. The final report sets out a further 29 recommendations to strengthen B.C.'s trades training system and increase the number of apprentices and certified tradespeople in priority sectors like LNG.

B.C.'s Skills for Jobs Blueprint will be implemented in partnership with government, education, industry, labour and Aboriginal stakeholders throughout the province.



(http://www.flickr.com/photos/bcgovphotos/14062334841/)

Quotes:

Shirley Bond, Minister of Jobs, Tourism and Skills Training and Minister Responsible for Labour -

“Our Blueprint is also our commitment - a commitment to re-engineer our apprenticeship system through a refocused ITA, to deliver the skilled workforce B.C.’s growing LNG and other sectors need, and to create the opportunity for long-term, well-paying jobs that strengthen our families and communities.”

Amrik Virk, Minister of Advanced Education -

“The shift aligning education and training to occupations that our economy needs is just one of the ways that our government is making sure that B.C. is ready and that our students and workers are first in line for B.C. jobs.”

“Transitioning from learning to earning is the goal for many students. We’re making sure this is a possibility by assisting students through the life cycle of their education and training.”

Peter Fassbender, Minister of Education -

“We want to give young British Columbians in our K-12 school system a head-start to hands-on learning. This includes giving students more hands-on learning experiences while in school and more apprenticeship opportunities in the workplace.”

“We’ll all benefit as more of today’s students pursue rewarding skilled trades and technology careers that will also help us better meet the labour needs of a growing and increasingly prosperous British Columbia.”

Rich Coleman, Deputy Premier and Minister of Natural Gas Development -

“We have an unprecedented opportunity to create jobs and economic growth by developing a liquefied natural gas export industry. We are taking action to ensure British Columbians have the skills they need to get jobs, while making sure industry has the workforce required to plan development without delay.”

John Rustad, Minister of Aboriginal Relations and Reconciliation -

“We want Aboriginal people to be part of the local, skilled labour force when it comes to filling the million job openings expected by 2022. B.C.’s Blueprint includes funding for community-based delivery of training to ensure that Aboriginal people are positioned to take advantage of those job openings.”

Quick Facts:

- By 2022, B.C. is expecting one million job openings in B.C created by retirements and our growing economy.

- More than 78% of jobs will require some form of post-secondary education, and 43% will needs skilled trades and technical workers.
- Based on a scenario with five LNG plants constructed in B.C. between 2015 and 2024, the LNG sector has the potential for $175 billion in industry investment over the next decade and up to 100,000 jobs (58,700 direct and indirect construction jobs, 23,800 permanent direct and indirect jobs for operations, and thousands more of induced jobs as a result of households having more income).
- At peak construction in 2018, the LNG sector will require 58,700 workers.

Learn More:

For more information on B.C.'s Skills for Jobs Blueprint, visit: www.workbc.ca/skills (http://www.workbc.ca/skills)

To find out more about the ITA review, visit: http://www.jtst.gov.bc.ca/ITA_Review/ (http://www.jtst.gov.bc.ca/ITA_Review/)

To find out more about the BC Jobs Plan, visit: www.bcjobsplan.ca (http://www.bcjobsplan.ca/)

Media Contacts:

Media Relations
Ministry of Jobs, Tourism and Skills Training and Responsible for Labour
250 387-2799 (#)

BACKGROUNDER

Quotes

Susannah Pierce, general manager, LNG Canada -

"LNG Canada appreciates the government's vision and leadership in enhancing skills to employment training in the province. We look forward to continue to partner with the province, First Nations and local communities in skills training in B.C."

Greg Kist, president at Pacific NorthWest LNG -

"Pacific NorthWest LNG will require skilled workers for construction and operations of our proposed facility. Time is of the essence, and we're encouraged by the positive and meaningful steps being made by the Province of B.C. to expedite and enhance access to skills training for British Columbians who want to take part in the generational careers that projects like ours present."

Laurie Sterritt CEO, Aboriginal Mentoring and Training Association (Previously Aboriginal Mining Association) -

"This is a very ambitious undertaking for sure, and when fully implemented it will have a positive impact on people's ability to access trades training close to where the jobs are. This goes a long way to reducing some of the barriers we face in delivering training to our Aboriginal clients, as well. I'm supportive of this enhanced and holistic approach to education and apprenticeships."

John Winter, president, BC Chambers of Commerce -

"Our members live and work in the communities of B.C. that are experiencing unprecedented economic change and growth. They want to actively participate in and comment on how to meet their own skilled labour shortages. Expanding the network of ITA apprenticeship advisors will be a significant resource for local business. Increasing access to trades training through focused training in communities, e-learning and mobile trainers will increase the likelihood of small company participation in apprenticeship training. This will bring strength to the community and strength to their business."

Manley McLachlan, BC Construction Association -

“With the new Jobs Blueprint the BCCA’s membership is looking for three things: Accountability, Action, and Outcomes. We believe that the provincial government shares these goals and we see today as the start of a new era. B.C. construction employers are going to be looking hard at the targets set by government, to make sure that they’re based on industry need and a real understanding of what’s coming. A system shake-up is a good thing only if it extends past the board rooms into good results in the classrooms and on the job sites.”

Jonathan Whitworth, Seaspan -

“With some ramp up time available to meet the impending labour shortages in the shipbuilding industry, we are confident that the new BC Skills for Jobs Blueprint: Re-engineering Education and Training plan will help meet the needs of our industry. We are keen to be involved in working with government, schools and post-secondary institutions to facilitate career awareness and exploration activities that puts a career in the marine industry at the top of youth’s career of choice. If we can do that we’ll be well set up for the long run.”

Philip Hochstein, Independent Contractors and Businesses Association of B.C. —

“The government is taking a proactive rather than reactive approach with the Blueprint. They will find out where the skills shortages are and then dedicate scarce public resources to where they are needed most. That’s exactly what businesses like my members do.”

Taylor Cross, Deputy Chief Counsellor, Haisla First Nation (Premier’s LNG working group) -

“Learning about trade’s careers and then finding an employer to apprentices with is hard for Aboriginal people, especially young people who live in remote areas of B.C. The revitalized trades training system includes a number of initiatives which establish positive actions to support aboriginal people’s engagement in the trades training system. Commitment to establish Aboriginal youth networks, fund community based training, and connect ITA Apprenticeship Advisors with Aboriginal communities increases the ability of Aboriginal people to access good, high paying skilled jobs in areas of high economic activity.”

Alan Dunlop, Chevron Canada’s vice president and general manager for the Kitimat LNG Project -

“On behalf of the Kitimat LNG Project, Chevron and Apache fully support the provincial government’s B.C.'s Skills for Jobs Blueprint to help build B.C.’s well-trained, job-ready workforce. Kitimat LNG will require this workforce to realize its potential as one of the largest energy-related capital investments in Canadian history; one that will provide well-paying jobs and many other economic benefits for decades to come.”

Ken Tourand, president, Nicola Valley Institute of Technology -

“NVIT is B.C.'s Aboriginal public post-secondary institution with students from over 70% of the 203 First Nations bands in the province. As an Aboriginal institute, NVIT is uniquely positioned to offer post-secondary programs that meet the education and training needs of Aboriginal people and communities, including trades training. Innovation such as our mobile trades training unit is one way that we are able to improve access to trades training by bringing training to Aboriginal students in their home communities, including rural and remote parts of the province.”

Kathy Kinloch, president of British Columbia Institute of Technology -

“The B.C. Blueprint fits with BCIT’s work towards the social and economic prosperity of our students, businesses and province. Refocusing the industry training system means collaboration and support on the part of all stakeholders. Changes are focused on outcomes that are evidence-based and demand-driven, while ensuring a role for industry and employers, including labour. We can grow our economy with all three pillars - K-12, post-secondary and industry - of the Blueprint working together.”

Paul Lacerte, Executive Director of the of BC Association of Aboriginal Friendship Centres -

“Aboriginal people represent the fastest-growing youth population in British Columbia and with the proper supports they are poised to participate in the growing economy. Creating pathways that link Aboriginal youth, training and jobs is a good first step.”

Dave Betts, assistant superintendent, Sooke School District #62 -

“We support the goal of ensuring B.C. youth and workers are first in line for the jobs of the future. This plan will help students find

their fit earlier and provide an important guide to helping students pursue a seamless education path from school to the workplace."

Mark Fraser, assistant superintendent, Saanich School District #63 -

"We want all of our young people to share in the future prosperity of B.C. This new plan will help more young British Columbians find rewarding, well-paying jobs and take advantage of the many thousands of career options that are opening up in the trades and technology fields."

Kelly Betts, co-ordinator of the South Island Partnership, Camosun College and president of Skills Canada BC -

"Our students have tremendous potential in B.C.'s growing economy if they are given the opportunity and support they need to thrive. The B.C.'s Skills for Jobs Blueprint is a map to how we will get there — by encouraging more students to take technical training through the ACE-IT program and graduate successfully, as well as building important partnerships between the K-12 school system, post-secondary institutions and industry."

Media Contacts:

Media Relations
Ministry of Jobs, Tourism and Skills Training and Responsible for Labour
250 387-2799 (#)

BACKGROUNDER

Refocusing the ITA

Our government committed to a complete review of the Industry Training Authority (ITA) as the Crown Corporation responsible for leading B.C.'s trades training system. That review, conducted by Jessica McDonald, is complete and was released today.

Consultations were conducted with trades training stakeholders throughout the fall of 2013 and the final report was submitted to government in February 2014. It sets out 29 recommendations to enhance and strengthen B.C.'s trades training system - all of which have been accepted by government and will be implemented as part of B.C.'s Skills for Jobs Blueprint: Re-engineering Education and Training.

B.C.'s trades training system is working. Today, B.C. has twice as many apprentices, and is issuing around three times as many credentials compared to 2004. But the ITA was created almost 10 years ago, and since then B.C.'s economy has changed considerably.

Major shifts to the trades training system include:

- Ensuring a demand-driven system that will meet the needs of workers and employers.
- Unifying cross-government decision-making with funding allocated based on labour market information and workforce targets.
- The ITA board will be reconstituted as a strong leadership team to ensure stronger partnerships with industry and labour to deliver training and apprenticeships. The new board membership will be announced shortly.
- Holding the ITA and post-secondary institutions accountable for system results.
- Bringing the functions of Industry Training Organizations (ITOs) inside the ITA.
- Sector Advisory Councils established.

These shifts will in turn ensure:

- There is accountability in the system for outcomes that are evidence-based and demand driven.
- A high performing ITA with strong leadership.
- A meaningful role for industry and employers, including labour.

- An increased the supply of skilled trades people, in the right place, at the right time.

To view the complete McDonald Report, please visit: http://www.jtst.gov.bc.ca/ITA_Review/docs/ITA_Review_Final_Report.pdf (http://www.jtst.gov.bc.ca/ITA_Review/docs/ITA_Review_Final_Report.pdf)

Media Contacts:

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BACKGROUNDER

A stronger partnership with industry and labour to deliver training and apprenticeships

B.C.'s Skills for Jobs Blueprint will target skills training to high-demand occupations, remove barriers that limit labour mobility and increase the participation of industry and labour to build the most effective skills training system possible. Key actions include:

- **Getting and using better data** to drive key employment decisions.
- **Refocusing the ITA** to ensure B.C.'s trades training system is ready to meet worker demand.
- **Increasing employer sponsors for apprenticeships** by making it easier for employers to hire apprentices.
- **Developing innovative solutions to make trades training work better** through tools like mobile training facilities and in -camp training.
- **Investing in connecting youth with the workplace** by creating new tools aimed at attracting students to trades and technical careers.
- **Creating more work-based training** so that students are encouraged to apply their learning and acquire new employment-related skills in the workplace.
- **Preparing and matching British Columbians with jobs** by providing a range of employment services through WorkBC Employment Centres.
- **Maximizing employer investment in the Canada Job Grant** to support employer-driven skills training that leads to guaranteed jobs.
- **Creating and formalizing the role for Sector Advisory Councils** by involving them directly in decisions about training, equipment and facilities investments.
- **Increasing the number of apprenticeships in high demand areas** by providing additional funding for priority trades training programs.
- **Improving apprenticeship completion rates** by ensuring apprentices have the support they need to complete their training.
- **Sharing equipment and facilities for training** by encouraging post-secondary institutions, educators and industry to identify and maximize resources in their communities.
- **Hiring more Apprenticeship Advisors** to support employers and apprentices to successfully navigate B.C.'s trades training system.
- **Working in partnership with the Government of Canada and maximizing the Canada Jobs Fund** to provide skills training for British Columbians and to create a strong resource economy.
- **Making it easier for workers to move between major projects** by removing barriers that limit labour mobility.
- **Looking at the best way to increase apprenticeship positions on public projects** based on reviewing similar programs in Canada and internationally.

Media Contacts:

Media Relations
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250 387-2799 (#)

BACKGROUNDER

Giving students a head-start to hands-on learning

The Ministry of Education is committed to expanding choices and supports for students in our K-12 system because we know the better prepared they are, the more successful they will be in finding meaningful jobs and careers.

Our Blueprint for action includes:

- **Doubling the number of ACE-IT spaces to 5,000 over the next two years** will not only increase student choices but also encourage more students to pursue skills and trades training.
- **Expanding dual credits in our schools to get students trained quicker** so they can move into post-secondary studies or the workplace faster with the skills they need.
- **Reforming Grade 10-12 graduation requirements to allow personalized graduation plans** so students have more options and have the skills as well as knowledge they need to better find the right fit after high school.
- **Applied Skills Curriculum in grades K-9 should excite and prepare students** for the full range of career options they can pursue after school, with more information about skilled trades and improved school district capacity to support as well as deliver these programs.
- **More teachers qualified to teach skills foundation courses in high school** through innovative ways to encourage teachers to upgrade their existing skills.
- **Suggest making it faster and easier for qualified tradespeople** to earn teaching certificates so they can use their work experience and skills to improve school programs.
- **Increasing scholarships for skills training by 25%** to help students facing financial barriers to skills training.
- **Expand WorkBC website and web-tools to focus on youth**, including a dedicated section which will feature success stories to show how young people can overcome the challenges of finding work and achieving job satisfaction.
- **Providing students with the most current and accessible information** on waitlists and vacant seats available in post-secondary institutions for programs for high-demand jobs.
- **Informing students about the broadest range of career options** from professional and management to skilled and semi-skilled technicians and trades.
- **Informing and engaging parents, teachers and counselors** about training and labour market information so they can help students make the right career choices.
- **Involving education sector leaders in a skills outreach strategy,** which will include the work of the new Superintendent of Careers and Student Transitions to support and promote skills and trades in the B.C. school system.
- **Funding for apprenticeship trades ambassadors** who will promote trade careers and provide first-hand information and examples to students in various schools and communities.
- **Encouraging partnerships between school districts and industry using** incentives and tool kits so they can create new programs for students to get into high-demand jobs.

Media Contacts:

Media Relations
Ministry of Jobs, Tourism and Skills Training and Responsible for Labour
250 387-2799 (#)

(https://www.flickr.com/photos/bcgovphotos/14069223834/)

BACKGROUNDER

B.C. to shift education and training to better align with B.C. jobs

Aligning funding to training for high-demand occupations:

Currently, about 10% of provincial operating grants provided to public post-secondary institutions are targeted for medicine, nursing and other health related programs. Government plans to target an additional $40 million in 2014-15 of provincial operating grants to target high-demand occupations as well as programs for Aboriginal people, and programs for people with a disability.

By 2017-18, total targeted funding will be increased by $270 million annually to about 25% of operating grants. Funding may be redirected if institutions are unable to provide seats in high-demand areas.

Supporting students to study for jobs our economy needs:

Student financial assistance grant programs worth an estimated $40 million a year will be refocused to align with labour market priorities. A comprehensive suite of programs will target high-demand occupations by providing grants to encourage British Columbians to enrol in high-demand programs, complete their studies and work in under-served or designated communities.

The BC Access Grant for Labour Market Priorities will be expanded to provide up-front money to cover the costs of relocation for training and tools for students who enrol in targeted priority programs at specific public post-secondary institutions.

The BC Completion Grant will replace the Loan Reduction Program to better reflect the program's purpose of rewarding students who complete a year of study in a program of two years or longer, with a focus on programs that are in high demand.

The Loan Forgiveness Program will also be refocused to make sure that it aligns with jobs that meet our economy needs. The program currently forgives 100% of the B.C. portion of a student's loan over a three-year period when eligible graduates agree to work in an under-served or designated B.C. community.

Together, the BC Completion Grant, BC Access Grants and the BC Loan Forgiveness Programs will make it easier for students to get out of debt faster by reducing or forgiving their loans.

Increasing trades training seats:

Through the Ministry of Advanced Education, government is providing an additional $6.6 million this year for critical trades seats - a 10% increase over the current Industry Training Authority funding to public institutions. This funding will significantly reduce wait lists by adding spaces starting September 2014 for the jobs needed in our economy such as: heavy equipment operators, heavy-duty equipment mechanics and electricians.

Providing better information on training space availability:

The Ministry of Advanced Education will publish information online so students can see where training spaces are available rather than waiting for spaces to open up. Currently, high demand, particularly for foundation courses, at some institutions primarily in the Lower Mainland has resulted in lengthy wait lists while there are no wait lists at other institutions elsewhere in the province.

Investing in new and expanded trades training facilities and equipment:

Over the next three years, government will invest $185 million in trades and skills infrastructure and equipment projects. This includes a number of projects underway including the new Centre for Trades Education and Innovation at Camosun College and the trades expansion and renewal project at Okanagan College. A number of new capital projects throughout the province will be announced in the coming months.

Connecting Aboriginal people with post-secondary education and skills training:

Community-based skills training will focus on building partnerships between Aboriginal communities and public post-secondary institutions to increase access to employment-related training and education in Aboriginal communities. Funding will be available for programs to provide Aboriginal community members with post-secondary education and training in their communities that will lead to employment; support Aboriginal community needs and priorities, including responding to new economic opportunities and industry needs for a local skilled labour force; and provide recognized credentials or credits that are portable or transferable.

Supporting persons with disabilities to access trades and technical training:

Persons with disabilities may encounter unique challenges in accessing technical and trades training. Public post-secondary institutions will receive funding to pilot training and initiatives that can increase the success of persons with disabilities in programs with a high labour market demand.

Media Contacts:

Media Relations
Ministry of Jobs, Tourism and Skills Training and Responsible for Labour
250 387-2799 (#)

BACKGROUNDER

Expanding the Aboriginal Workforce and Increasing Aboriginal Training

Aboriginal British Columbians are the youngest and fastest-growing population group in the province. They represent a huge pool of new talent, and government will work with Aboriginal communities and organizations to significantly increase their participation in the workforce. The Ministry of Aboriginal Relations and Reconciliation will guide the development of an approach to Aboriginal skills training, in conjunction with other provincial ministries, the federal government and Aboriginal partners.

This will include a focus on the LNG and mining sectors and gathering input from First Nations on barriers and best practices to help in the development and delivery of skills training programs for Aboriginal people. A comprehensive listing of programs and support services will be developed.

Government is reaching out to First Nations communities and Aboriginal groups to provide them with information on workforce opportunities and developing targeted labour market programming.

Government is working on a variety of fronts with the goal of increasing Aboriginal student training completion and transition to the workplace. Over the next 10 years, we are aiming to have 15,000 more Aboriginal youth working across the province. Many of these young Aboriginal workers will work in Northern communities and directly or indirectly support LNG development.

Our Blueprint includes the following actions to reach these goals:

- Supporting skills training for urban Aboriginal people through the Off Reserve Aboriginal Action Plan.
- Establishing and supporting Aboriginal youth worker networks at the regional and provincial levels.
- Supporting and engaging Aboriginal youth to advise government on skills training programs and policies.
- Engaging the federal government to identify opportunities to partner and better align programs and services to support Aboriginal skills training.
- Capitalizing on opportunities to facilitate and coordinate broad sector engagement on socio-economic opportunities that support the Plan.
- Developing an approach to Aboriginal skills training in conjunction with provincial ministries, the federal government and Aboriginal partners.
- Working on LNG agreements with First Nations, which includes gathering information from First Nations on barriers and best practices, to then be shared across government to help in the development and delivery of skills training programs to communities.
- Working across government to ensure that that the approach to Aboriginal skills and training is informed by the research and feedback from Aboriginal people.

Media Contacts:

Media Relations
Ministry of Jobs, Tourism and Skills Training and Responsible for Labour
250 387-2799 (#)

BACKGROUNDER

Liquefied natural gas jobs and projections

The LNG opportunity

- In September 2011, our government announced its intention to aggressively pursue liquefied natural gas' (LNG) potential to create jobs and boost our economy.
- Industry investments for the development of five major LNG projects will create an enormous demand for skilled labour, particularly in the Northern regions of the province.

Applying the Blueprint to LNG

- The Blueprint will meet the LNG industry's workforce challenges.
- British Columbia's apprenticeship system will be re-calibrated; education will be re-engineered, and training models will be more responsive to labour market demands.
- British Columbians will be first in line for the job opportunities associated with LNG development. Meeting the job opportunities created by LNG will require the full utilization of B.C.'s domestic supply of workers.
- Measures to recruit from across Canada, or internationally, will be taken only as required.

LNG Labour Projections

- *KPMG LLP was contracted to develop up-to-date workforce projections.

- The latest data assumes a scenario of five LNG plants constructed in B.C. between 2015 - 2024 which would create a total investment of $175 billion and create up to 100,000 jobs: 58,700 direct and indirect construction jobs, 23,800 permanent direct and indirect jobs for operations, and thousands more of induced jobs as a result of households having more income.
- This economic activity will contribute up to a trillion dollars to the province's GDP.
- This new data updates the projections calculated by Grant Thornton over a year ago.

*KPMG provides audit, tax, and advisory services. KPMG LLP is the Canadian member firm of KPMG International.

Media Contacts:

Media Relations
Ministry of Jobs, Tourism and Skills Training and Responsible for Labour
250 387-2799 (#)

SEE MORE MINISTRY OF JOBS, TOURISM AND SKILLS TRAINING STORIES

See more from the Ministry of Jobs, Tourism and Skills Training (/ministries/jobs-tourism-and-skills-training/)

Stay connected with the Province of B.C. - www.newsroom.gov.bc.ca/connect.html

NORTH ISLAND COLLEGE BOARD OF GOVERNORS
May 29, 2014

Vision: North Island College is a premier community and destination college, in a spectacular west-coast environment, that inspires and prepares students for success in a rapidly changing world.

AGENDA ITEM: **Regular Meeting**
4.1.3 College Multi-year Plan Process

Background

The College has entered the final year of the Strategic Plan, 2011-2015 and the 2012-2015 Education Plan.

In anticipation of this, the President's Priority Performance Objectives, 2013/14 included:

#20. Develop a process for refreshing the College's Strategic Directions for the next five-year planning cycle beginning in the fall 2014.

The attached document provides a preliminary description of the draft purpose, process, and timeline proposed for undertaking the development of "The College Plan, 2015/16 to 2019/20".

This information is provided for discussion and feedback.

DRAFT

"The College Plan", 2015/16 to 2019/20

College-wide Comprehensive Multi-year Plan

Purpose

The purpose of The College Plan, 2015/16 to 2019/20 will be. . . .

a. to review, refresh (refocus?) and establish NIC's overall. . . .

- Strategic Directions, Priority Themes (up to 8)
- Goals (3-5 per each SD, PT)
  - more quantitative measurable outcomes/results, - also qualitative
- Objectives (1-3 per Goal)
  - action initiatives/strategies (to do's)
- Performance Assessment/Reporting
  - identification of progress indicators

b. to integrate all college-wide plans (Strategic, Education, Capital/Facilities, Technology, Finance (other?) into a single cohesive "whole"

c. to align the college multi-year plan and reporting with the annual "Institutional Accountability Plan and Reporting" cycle (for AVED, Board)

d. to provide direction/support for department, school, and regional campus plans

e. other purposes?

What would <u>NOT</u> be included, or "up for reconsideration"?

The College. . . Values Vision Mission Mandate

DRAFT

Process

a. "**Planning for Planning**" Phase (May 2014 – October 2014)

Develop, Review and Finalize the "Planning Process Framework (PPF)"
- Purpose, Key Elements, Timeline, Planning Principles

Draft PPF Circulated August 1, Feedback/Discussion by October 15
- Final PPF to be approved by the College Board, October

b. "**Review, Research and Development**" Phase (October 2014 – June 2015)
- College Board to approve Final Plan end of June 2015

Key Elements:

a. Steering Committee (faculty, staff, students, exempt, Board)

Meetings - a total of 7 or 8 between August 2014 and June 2015

b. Updated Environmental Scan

information regarding the provincial, regional and institutional contexts

c. Appreciative and Critical Reflection/Analysis

of existing Strategic Plan, 2011-2015 and 2012-2015 Education Plan,
Annual Accountability Plans and Outcomes Reports

conducted by Steering Committee, with input from college internal community, committees, and individuals

d. Draft(s) of New College Plan

integration and review of other NIC college-wide plans

e. Campus and Regional/Community Forums (N=4 of both internal and external)

meetings to present and review new draft College Plan

f. On-line Review and Feedback on the draft Plan

Internal and external stakeholders

g. Other. . . ?

DRAFT

Timeline

August	draft Planning Process Framework (PPF) circulated draft update Environmental Scan Steering Committee Meeting (last week)
September	Feedback/discussion on draft PPF
October	Steering Committee Meeting Final PPF Approved by Steering Committee, College Board Begin Appreciative/Critical Review/Assessment
November	Steering Committee Meeting Complete Appreciative/Critical Review/Assessment
December	
January	Steering Committee Meeting Draft Outline of New College Plan
February	
March	Steering Committee Meeting 1st full Draft of New College Plan
April	Campus and Community Forums (4) On-line Review/Feedback/Consultation
May	2nd Draft of Plan Steering Committee Meeting
June	Steering Committee Meeting – finalizes draft for College Board Final draft of Plan – College Board Approval

COLLEGE PLAN, 2015/16 – 2019/20

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NORTH ISLAND COLLEGE BOARD OF GOVERNORS
May 29, 2014

Vision: North Island College is a premier community and destination college, in a spectacular west-coast environment, that inspires and prepares students for success in a rapidly changing world.

AGENDA ITEM: **Regular Meeting**
4.2.1 Tuition for MAT 122 – Logic and Foundations

Background

MAT 122 was recently approved by Education Council. Under the Tuition Limit Policy, new tuition and fees can be set for new courses that are not integral to an existing credential.

This new course has been developed to create a pathway in second year Mathematics or Computer Science at the University of Victoria.

Tuition for MAT 122 is proposed at $114.06/credit. This is in line with other new course tuition previously approved by the Board.

Action:

For the Board's discussion and decision.

Suggested Resolution:

THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVES THE FOLLOWING TUITION WITH AN EFFECTIVE DATE OF AUGUST 15, 2014:

MAT 122

TUITION $114.06 per credit

NORTH ISLAND COLLEGE BOARD OF GOVERNORS
May 29, 2014

Vision: North Island College is a premier community and destination college, in a spectacular west-coast environment, that inspires and prepares students for success in a rapidly changing world.

AGENDA ITEM: **Regular Meeting**
4.2.2 Tuition and Lab Fee for
Landscape Horticulture – Level II Apprenticeship

Background:

Landscape horticulture is the art of selecting, handling and utilizing ornamental trees, shrubs, and turfgrass for the design, development and maintenance of public and private landscape spaces. Potential workplaces include landscape companies, municipal parks, golf courses, garden centres, nurseries, irrigation and fertilizer companies, vegetable farms, orchards, and other related horticulture businesses. According to a Canadian Nursery and Landscape Association Survey conducted in 2012, 79% of the landscaping company respondents reported that they have trouble finding skilled labor. This same study listed the lack of skilled workers as their top barrier to recruiting staff with over 50% of the respondents being based in western Canada. Approximately 40% of the total survey respondents utilize the Apprenticeship on the Job Training, while the other 60% use on the job training. Specific to the North Island College region, staff has conducted a survey amongst learners and employers. The School of Continuing Education and Training has over 50 students on the interest list for Level I who have all indicated motivation to pursue Level I followed by Level II. College staff gained feedback from 16 companies/employers based in the Campbell River and Comox Valley region, all 16 employers have confirmed the need and support for the advancement of the Level II apprenticeship training.

The apprenticeship training is designed for people employed at landscape companies, municipal parks, golf courses, garden centres, nurseries, and other related horticulture businesses. Horticulture Apprenticeship links learning and employment by providing apprentices the opportunity to further their education, while maintaining employment in the horticulture industry. Registrants must have a sponsor in the field and have successfully completed the Level 1 training. The ITA curriculum has been developed and approved by the horticulture industry and NIC has enriched the curriculum with additional topics on landscape maintenance and design, putting students a step ahead with extra skills identified by employers. This program prepares students for the ITA Level 2 ITA exam leading towards the Landscape Horticulture Interprovincial (Red Seal) designation.

North Island College is planning to offer the ***Landscape Horticulture Apprenticeship Level II Training*** to support ***Landscape Horticulture Apprenticeship Level 1*** students as they pursue their goal of advancing training to expand their employment opportunities in the horticultural industry.

Topics covered in the Apprenticeship Level 2 training:

- Horticultural Practices II
- Horticulture Equipment II
- Horticultural Skills II
- Plant Identification II
- Plant Science for Horticulture II

- Plant Health II
- Understanding Soil II
- Landscape Maintenance Skills II
- Landscape Design Fundamentals II

The program aligns with priorities as defined through community and regional Official Community Plans with environment and lands being of importance. The program aligns with NIC's strategic priorities of responsive programming, community and industry partnership development and collaborative programming.

Competition:

There are two institutions on the mainland (Kwantlen Polytechnic & Okanagan College) offering the Level II Landscape Horticulture Apprenticeship training. On Vancouver Island, the Horticulture Centre of the Pacific based in Victoria is the only institute offering Level II, on a sporadic basis.

Related to competition, students residing in the North Island region have noted that they want to continue their training with NIC, close to home while they maintain their work and family commitments, ultimately saving money and time.

Program Start Date: September 29th, 2014

Hours of Training: 240 hours

This program will be offered through the School of Continuing Education and Training and is based on a cost-recovery model.

Tuition is proposed at $2,650.00 + lab fee $124.84

Total cost budget for the program is $26,500.00 based on a minimum of 10 students.

Action:

For the Board's discussion and decision.

Suggested Resolution:

THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVES THE FOLLOWING TUITION AND LAB FEE EFFECTIVE AUGUST 15, 2014:

LANDSCAPE HORTICULTURE – LEVEL II APPRENTICESHIP

TUITION $2,650.00

LAB FEE $124.84

REPORT TO NORTH ISLAND COLLEGE BOARD OF GOVERNORS
REGIONAL HIGHLIGHTS
MAY, 2014

CAMPBELL RIVER CAMPUS

Education and Industry Expo

Submitted by Natalie Crawshaw

The Trades & Technology programs at NIC in partnership with School District 72 hosted a very successful Education and Industry Expo at the Campbell River Campus on April 11th.

Students in Grades 9 and 10 from Campbell River, Gold River and the North Island school districts were invited on campus to explore trades and technology programs available in the local area. More than 600 students visited the classrooms and shops, an industry expo in the gym and speakers in the theatre for an exciting day introducing them to a variety of potential careers and fields of study.

Students were given a personalized plan to visit the trades shops and meet college and high school program instructors. They were able to try hands-on activities in a variety of areas including carpentry, metal jewelry, electronics, robotics, automotive, heavy duty and more. Industry reps were also available to answer questions about their field and the education and skills required to enter it.

The event was open to the public and saw the attendance of many community and college members as well as our school district partners. We received very good feedback from the students telling us what they enjoyed the most and what they wanted to see more of for next year. It was a phenomenal joint effort that supports our work to provide pathways and opportunities for students of all ages.

Student visiting Heavy Duty Mechanics demo area

Students try their hand at making a cutting board in the Carpentry shop

Students working in the Automotive shop

Student working in the Welding shop

School of Trades and Technology - Divisional update – May 2014

Submitted by Patricia Rokosh

Hornby Island Carpentry Foundation

Tools are powered up and minds are busy as the Hornby Island Carpentry Foundation program moves into its third month of delivery. This program is the collaboration of a number of stakeholders: NIC, the community of Hornby and the ITA. Funding for delivery of the program was transferred within the School from a Carpentry program initially scheduled for Port Alberni which did not run due to lack of applicants. Rather than returning the funds to the Ministry, a proposal was approved by ITA, who also fully funded the tuition and fees for 8 of the 9 students.

Students will be in class until the end of June, then given a break in their technical training to work over the island's busy summer months before returning to finish the program in the fall. Students who are successful in the program will move on with a Foundation Certificate and credit for their Level 1 Apprentice training.

Enrolment

The 2013-14 academic year was positive for the School with an overall increase of approximately 4% in registered students. The 2014-15 academic year looks promising with a number of cohorts fully subscribed in Electrician, Heavy Duty and Industrial Automation. The School is working with both ITA and AVED to access funding targeted at clearing waitlisted programs, so NIC may be able to offer additional classes in some of these program areas. AVED is also considering innovative proposals which

respond to regional training needs through non-traditional models.

Beautification of the Mailman Life Skills House

Submitted by Karen Sale

The Mailman Life Skills House located on the joint North Island College/School District 72 facility in Campbell River opened in October 2011. The Life Skills House was donated to the Campbell River community to provide a home-like training centre for daily living and life skills. The house was built on the campus with the understanding that School District 72 would not be responsible for the house maintenance. Over the years, the garden around the house deteriorated - plants died and weeds grew. Cathy Patrucco from North Island College Access for Students with Disabilities Programs who organizes and implements work experience is also a knowledgeable gardener. She and Andrew C., a work experience student took on renovating the Mailman House garden this spring. Stacey Larson of Ladybug Greenhouse generously donated garden planning time, plants and provided a discount for purchased plants.

BEFORE

AFTER

COMOX VALLEY CAMPUS

Cultural Diversity workshop

Submitted by Donna Wedman

On March 10th, 2014, a group of nearly 50 students and instructors from the HSW and HCA programs on the CV campus met in the Stan Hagen theatre for an experiential workshop about First Nations culture and the effects of more recent Canadian history. This workshop helped fulfill HCA program content about understanding cultural diversity in order to provide sensitive, nonjudgmental care.

4th Annual NIC Career Fair

Submitted by Treena Nadon

The 4th Annual NIC Career Fair was held on Wednesday March 12th at Crown Isle in Courtenay. This year the event grew to include 40 exhibitors with many impressive newcomers such as Sanjel (Oil & Gas company from Alberta), the International Brotherhood of Electrical Workers Local 230 (who need to hire 300 new workers at present), BC Hydro, and new local companies such as Daryl Robbins CGA & Daryl Robbins Notary Public (an NIC graduate). Students who attended seemed better prepared this year and had more meaningful conversations with employers. We heard the next day that Communitas Supportive Care Society hired a student from this event; it is likely that we will hear about more hires when we survey employers in 3-4 weeks.

Co-op Student Employment

Submitted by Treena Nadon

Two THM students are off to participate in the Disney International Program this June and our BUS/THM students are beginning their Co-op Work Terms this month. Our Business students have found work terms with businesses such as the City of Courtenay, the Alberni Hospice Society, & Cermaq Canada: All great learning opportunities for them.

In addition to Disney, our THM students have a variety of work terms such as Fairmont, the Wickannish Inn, and locally the Alberni Outpost & CV Exhibition Association.

This spring in April we had our record high of job postings in the last 5 years – 118 in that month. May is also very busy & the Employment Resource Centre is getting calls from community employers looking for our graduates – especially in the Culinary Arts.

School of Business Updates

Submitted by Bill Parkinson

The School of Business hosted its 2nd annual BBA Alumni Spring Social Mixer at the Blackfin Pub on May the 8th (see attached photo). After this event, one of our alumni met with Bill Parkinson and Susan Auchterlonie to discuss an Alumni-driven bursary for a current BBA program student.

The School of Business will be hosting its yearly BBA Pre-Grad celebration dinner at the Avenue Bistro on May 22nd. This year the School of Business graduates 21 new BBA students, which will bring our total BBA Alumni up to 92 members.

On May 9th the School of Business officially welcomed incoming International Education students with an overview presentation of the School and the supports in place to assist them in adjusting to academic life in Canada. We are pleased to participate in this important event at the beginning of each new semester.

NIC's Sustainable Tourism Compost Crusaders

Submitted by Deborah Forsyth

NIC's 2nd year Sustainable Tourism class participated in the Provincial Project Change initiative, a virtual competition encouraging leadership and positive world change. There were 21 submissions from across the province and the Tourism Departments. "North Island Compost Crusaders" tied for a fourth place finish. Passionate about composting, the three students partnered with David Graham and the Environmental Committee at NIC and launched a campus composting program over a period of weeks. They brought the student community together, created some events, planted the seed for a student-driven environmental club, 'weighed in' weekly and had lots of fun. The buckets are still out so it continues to be a success story. The winners received some free nights' accommodation at various Delta hotels throughout the province.

News from HSW department

Submitted by Susan Shantz

Out of a graduating cohort from the SSW program of which there are 12 students, three of them have heard that they have been accepted into either the BSW or CYC degree programs at the University of Victoria. There may be one or two students who are still waiting to hear about getting into university.

Two of these students have received the Ike Barber transfer scholarship.

Also one student from last year's SSW diploma graduating cohort has also been accepted to the BSW program at UVic.

One of our students in the Ahousaht EACSW program has been accepted into VIU to move forward toward her teaching degree.

Fine Arts update

Submitted by Linda Perron

The School of Fine Art & Design has two graduating exhibitions currently on display.

The exhibition in Shadbolt Studios features approximately 50 works of art from 12 students graduating from the diploma program. Students from this program will be continuing their education through the external BFA program offered by Emily Carr University (ECU) here at NIC, attending specialized BFA programs at ECU in Vancouver and travelling abroad as exchange students to continue their arts education. The exhibition opened on May 2nd and will continue to May 23rd.

The Second exhibition opened May 9th at the Comox Valley Art Gallery. This exhibition features the work of five students graduating from the external Emily Carr University BFA degree. This exhibition will continue until June 14th. Students in this exhibition include: Mary Deveau, Heather Koning, Adri Pretorius, Anita Van Holderbeke and Melissa Williamson.

For more information, visit http://www.comoxvalleyartgallery.com/exhibitions/present/

The School of Fine Art and Design is excited to be offering two sessions with master potters this spring and summer. The first is with master potter Gordon Hutchens on advanced throwing techniques in June and the second will be with master potter Tony Clenell in August. We anticipate participation in these workshops will bring students from across BC. In addition to ceramic workshops, the school is developing advanced workshops in printmaking to be offered in the Fine Art Textile Lab when equipment installation is complete.

Photo Students Exhibit Work at the Courtenay Museum

Submitted by Megan Wilson

On Friday June 6th at 7:00pm, join North Island College's Professional Photography students at the Courtenay & District Museum for the opening of the program's 16th showing of student work. The event marks a continuing collaboration between the museum and the photography program by utilizing the spacious second floor gallery.

Throughout the Professional Photography program, students worked extensively with artificial and natural light, both on location around the Comox Valley and in tightly controlled and designed studio situations. Amanda Dostie, Lorenz Jimenez, Megan Lawrence, Kendal McLellan, Milena Russell, Lia Sommer and Emily Walsh will display images showcasing the talents they have honed over nine months of intensive study.

The show ends Saturday June 14th. The Courtenay & District Museum is located at 207 Fourth Street, near the Sid Williams Theatre and is open Tuesday to Saturday from 10:00am to 5:00pm. Phone 250-334-0686 for more information.

PORT ALBERNI CAMPUS

Port Alberni Campus Hosts Monthly Picnics from May to September

Submitted by Andrea Baluchi

Friday's **FEED THE SOUL PICNIC** starts May 9th, 2014 and continues the second Friday of every month thereafter until September. Food, Friends & Entertainment – the stuff of necessary sustenance!

Held at the Gathering Place and surrounding grounds from 12:00 – 1:00 pm

The 2013-2014 ECCE Students Celebrate May as Child Care Month

Submitted by Theresa Gereluk and Katrina Connell, ECCE Instructors

This year our Early Childhood Care and Education Students have been busy in preparation of acknowledging May as Child Care Month. During their second practicum, they worked in collaboration with the children in their placements to create a capstone project. These in-depth projects were led by the children and represented the learning journey the ECCE students and children embarked upon.

The projects are on display from Tuesday, May 13th, 2014 until Friday, May 30th, 2014. They are located on the ground floor along the main hallway in both the north and south wings. Be prepared to enjoy the world from the perspective of preschool-aged children, and come and enjoy everything from a Monster Truck to a dog house. There's even a rocket ship complete with an actual NASA countdown.

The students also wrote the content for the 2014 Child Care Supplement in the Alberni Valley Times newspaper. Their contributions showcased the amazing capabilities of young children, which is the educational adventure they began back in September 2013. During the ensuing months these students have grown in their understanding of child development, curriculum design, positive child guidance and their personal philosophies.

As a way of thanking and honouring the ECCE practitioners in our community, as well as acknowledging the amazing capabilities of young children, we also hosted a Dessert Night on May 14th. We were able to showcase the capstone projects in the spirit of heartfelt gratitude, mindfulness and inspiration to lead us forward.

CONTINUING EDUCATION AND TRAINING

Community Collaboration and Engagement

REGIONAL ACTIVITIES

- The School is developing proposals for consideration under the Aboriginal Community-Based Delivery Partnerships Program funding envelope with emphasis on Forestry, Aquaculture, Mining and Fisheries. Confirmed applications will be finalized and submitted late May 2014.
- The School is engaged in ongoing discussions with technology sector representatives regarding potential opportunities for regional development, professional development and research.
- The School is awaiting final details from the Ministry of Jobs, Tourism and Skills regarding the expected release of program criteria aligned with ESA programming; the School has proposals in draft stage awaiting confirmation of process and submission timelines.
- The School has prepared the program Feasibility Study for the proposed Aquaculture Technician Training Program Levels I and II for review by the Senior Education Team.
- The School is in discussions with Provincial colleagues regarding collaborating to support delivery of the Underground Mining Essentials Program in Northern British Columbia.
- The Dean continues to engage with the Provincial table of the Continuing Education and Training Association of BC, with the AGM and collaborative program discussions scheduled for May, 2014.
- The Dean continues to engage with the Provincial Consortium for Skills Development initiative.

CENTRE FOR APPLIED RESEARCH, TECHNOLOGY AND INNOVATION/ NATURAL RESOURCE EDUCATION AND APPLIED RESEARCH INSTITUTE (CARTI)

- Cheryl O'Connell, Naomi Tabata and Dr. Stephen Cross attended the Association of Canadian Community Colleges (ACCC) Applied Research symposium March 5-6, 2014. The symposium provided a working venue for participants to share and explore approaches to research within the College framework. Key topics included administrative functions, curriculum development, communicating research projects, and models of partnerships with universities and regional economic agencies.
- Cheryl O'Connell, Naomi Tabata and Dr. Stephen Cross followed the ACCC symposium with meetings in Halifax with representatives from Nova Scotia Community College and Dalhousie University to discuss Aquaculture training partnerships and transfer options.
- Aquaculture pilot training courses were offered to industry partner employees, resulting in the delivery of two Finfish Husbandry Fundamental courses. One course was held in Tofino for local employees of industry partners, Creative Salmon and Cermaq, with eleven registrations; the second course was held at North Island College Campbell River Campus for employees of industry partners, Cermaq and Grieg Seafood, with six registrations.
- Hard Seabed Research – Innovation Enhancement (IE) Grant – Dr. Aisling Brady is proceeding with her second field season; meetings with industry are ongoing to determine research site selection and develop plans for future research opportunities. She is collaborating with the Centre for Aquatic Health Sciences (CAHS) to conduct molecular analysis. She presented a portion of her research to Navigate at North Island Distance Education School, grades 5 to 8, as part of Scientists in Schools program (BC Science World). Professor Doug Nelson, UC Davis, is confirmed for a one-day seminar on Beggiatoa for researchers, industry representatives, government and other relevant community members to be held June 23rd, 2014.
- Industrial Research Chair for Colleges (IRCC), Dr. Stephen Cross, participated, as a Canadian representative, in the annual International Council for the Exploration of the Sea (ICES) Working Group on Sustainable Aquaculture meeting in Vigo, Spain. He also participated and spoke at the

Oceans Workshop in Ucluelet. He has secured water column profilers for salmon farm water quality data acquisition system, and continued to work on telemetry system for temperature sensor array for a proposed trial for Baynes Sound in June.

- CARTI continues to work with Steve Morgan at Island Telemetrics to support development of wireless sensor technology. Currently, two Industrial Automation students are working to develop a prototype as their second year capstone project.

Programming Activities

CAMPBELL RIVER

- Planning for the 2014FA and 2015WI session is near completion. New course information has been submitted to Student Records. Section Requests have been sent and information will be put on Colleague. The deadline for final submission was May 9th so work will continue on new offerings for the fall for Adobe Cloud courses and Small Business Marketing.
- Coastal Log Scaling continues. The students have been on the dryland log sort four out of five days a week. The session scheduled for the fall has four applicants thus far and calls of interest continue to come in.
- Wildfire Crew Member (Firetack) Training has been postponed. We will attempt to reschedule the offering to run at the end of June to try and capture some graduating high school students.
- Mining Week commences May 11th and runs to the 17th. We are working with the Timberline counselor to provide instructor presentations and hands-on learning to encourage graduating students to consider a career in Mining. The Underground Mining course is on Colleague and available for registration. Marketing is producing a new brochure for this event. Brochures will be available at the high school and at local job and career counseling venues.
- We have added an additional course to the Metal Jewelry classes offered through Continuing Education. Demand indicated that a second level of beginner classes was required. All documentation has been submitted, supply lists have been updated and the offering will be available for registration in the fall.
- We are currently putting together an offering geared to jobs available in the Forest Industry. The core will provide all of the essential skills required to work in the industry, plus sessions targeting specific skills required for work as a Field Assistant, Timber Cruiser or Silvaculture Assistant. Our focus will be on the fall session. Employers will be contacted to seek their participation in a Mentorship arrangement.
- We are gathering biographical information on our various instructors in hopes of including it in our upcoming CE Catalogue. The hope is to put a face to the course thereby increasing student comfort and confidence in coming back to school.
- Carpentry Trade Qualification registrations have been slow although inquiry has been brisk. We will continue to market to ensure that the course runs.
- We have reduced our advertising space to accommodate the slowdown over the summer. Ten courses will be advertised to the public every two weeks in an effort to keep NIC in the minds of our potential students.
- Proposed changes for Metal Jewelry Design Certificate program have been submitted to Curriculum Committee.
- Two Metal Jewelry instructors will give demonstrations in the studio for the High School Open House on May 11th.
- The Metal Jewelry Design Certificate term-end Open House April 17th was a big success with approximately 80-90 attendees and fabulous student displays.

- Promotion for the fall Metal Jewelry Program has begun with materials distributed throughout Vancouver Island.
- The Landscape Horticulture term-end celebration was held with students, family and employers on the evening of April 24th. The program finished April 25th when students wrote the ITA exam.
- Forms have been submitted for a Landscape Horticulture Apprenticeship Level 2 program.

Campbell River ElderCollege

- Elder College held their Annual General Meeting on May 8th at the Campbell River campus. Vacant positions include ElderCollege Advisory Chair and Advisory Committee Secretary.
- The Elder College Volunteer Appreciation Luncheon is on May 21st this year. Invitations were sent via email and Canada Post at the beginning of April. The venue this year is the Royal Coachman Inn, Carriage Room.
- Elder College Campbell River will be celebrating ten years of service to the community at the end of 2014. Special planning is underway to include a guest speaker during the information session to be held in early September. Suggestions for guest speakers included the new Senior Advocate, Isobel McKenzie. A request has been sent to the Senior Advocates office to extend the invitation. Other activities include gathering Input for the Community Report regarding ElderCollege news and future plans. Event planning continues.
- The course spreadsheet from Elder College is nearing completion. For the fall there will be twenty-one new courses, ranging from Advanced Care Planning to a resurrected art form - Zentangle.

COMOX VALLEY

- The Foot Care course for Nurses has been added for July 7-15. Posters have been sent to all health facilities and NIC Nursing graduates. We currently have eight registered after our initial promotion.
- A press release went out for Plein Air and Abstract Painting, 2 new courses offered in June.
- New courses for fall include: Basic Pet Grooming, Create a Business Plan, Write a Marketing Plan, Water Soluble Oils, Landscape painting, Mastering Colour in Flower painting, iPhoneography, Cleaning Mason Bees with Sand.
- We met with K'omoks First Nation to discuss Leadership Training and a Social Media contract.
- We distributed posters at St. Josephs Hospital and met with the Education Coordinator for the extended care centres.

Comox Valley ElderCollege

- Forty-nine courses plus an eight-week Lecture Series will be offered for the 2014 fall session. Scheduling has sent tentative bookings for the courses which have been submitted.
- The 2014 Annual General Meeting was held on May 3rd.
- We are working on joint marketing initiatives between ElderCollege and North Island College that were recommended at previous Community Outreach meetings. This includes a communication piece recognizing the Comox Valley ElderCollege's 15th Anniversary to be included in 2014FA Community Report.

PORT ALBERNI

- Programming for 2014 fall – 2015 winter is underway as well as preparation of instructor contracts and the ordering of course materials for upcoming fall/winter courses.
- Professional Development training for the Volunteer Fire Departments in the surrounding area is continuing with new contracts scheduled.
- Training quotes have been provided to Canadian Alberni Engineering, Hupacasath First Nation and Pacific Rim National Park. Traffic Control training for seasonal employees takes place in June.

Port Alberni ElderCollege

- On May 28th we will be holding an appreciation luncheon for the PA ElderCollege advisory committee members.

FIRST AID

- First Aid Considerations in the Workplace will be taught by Barry Rathburn, NIC First Aid Instructor, at the Comox Valley Chamber of Commerce Lunch n' Learn on May 29th. We will be available to answer general questions and distribute promotional materials to those who are interested.
- In April we ran six contracts for a total of eight courses. So far in May we have four contracts for a total of eight courses.
- We now have a dedicated first aid email account at firstaid@nic.bc.ca.
- The first aid enrollment numbers for 2014WI were down by 2% over last winter, but with the reduction in funded courses that is not a significant drop. In 2014WI the OFA Level 1 enrollment was up by 14%, Transportation Endorsement by 103% and OFA Level 3 by 64% over 2013WI.
- All the First Aid programming is complete and section requests have been submitted and proofed.
- All Red Cross programming for 2014FA – 2015SP has been added to the Red Cross database.

MARINE TRAINING

- Marine registration in Campbell River continues to be strong. Instructors Jock Palmer, and Chris Marrie have spent many hours updating course materials and equipment to keep our courses current and in line with Transport Canada requirements.
- Starting this fall, our Small Vessel Operator Proficiency course will contain half a day of practical training on board an actual vessel. Transport Canada required competency items taught in the classroom will be further reinforced in the field. Students will obtain practical experience with navigation, meteorology, pilotage, radar and electronics, seamanship, stability, vessel safety and marine emergency duties.

NORTH ISLAND COLLEGE BOARD OF GOVERNORS
MAY 29, 2014

Vision: North Island College is a premier community and destination college, in a spectacular west-coast environment, that inspires and prepares students for success in a rapidly changing world.

AGENDA ITEM: **Regular Meeting**

4.3.1 2013/2014 FINAL FTE ENROLMENT REPORT
(attachments)

Lisa Domae, Vice President, Student & Educational Services and Planning will present the 2013/2014 Final FTE Enrolment Report and respond to questions.

The Ministry required, Final FTE Report for 2013/2014 is provided for the Board's review. The Final FTE Report presents the FTE enrolments of North Island College for the year ended March 31, 2014.

Student FTEs (full-time equivalents) represent the enrolment activity of students in a program in a given instructional year. Each full-time student in a full-time program generates one FTE. Part-time student enrolments are converted into full-time equivalents based on their course registrations as a proportion of a full-time course load (e.g. a student taking 50% of a full course load generates 0.5 FTE).

The 2013/2014 Final FTE Enrolment Report was submitted to the Ministry of Advanced Education (AVED) to meet their May 16, 2014 deadline. Data supporting FTE calculations were also submitted to the Central Data Warehouse in time for the Ministry's May 31, 2014 deadline.

For Fiscal 2013/14, North Island College produced 1,935 FTEs or 88% of its AVED target of 2,198. NIC exceeded all of its priority FTE targets in Health programs (Bachelor of Science Nursing, Practical Nursing and Health Care Assistant) and Developmental programs. In addition, NIC produced 570 FTEs funded by the Industry Training Authority for a total of 2,505 domestic FTEs.

The Ministry of Advanced Education also requires that institutions report international student FTEs. These FTEs are neither funded by the Ministry nor form part of our FTE target; their inclusion is to inform the province's International Education strategy. North Island College produced 153 international student FTEs in 2013/14.

North Island College also participated in the production of the following domestic FTEs that are not included in NIC's 2013/2014 Final FTE Report. Each of these FTEs, produced in partnership with a BC university, was offered at NIC's Comox Valley campus.

NIC - Vancouver Island University, Bachelor of Science in Nursing (fourth-year)	18
NIC - Vancouver Island University, Bachelor of Liberal Studies	13
NIC - Emily Carr University of Art + Design, Bachelor of Fine Arts	11
Total	**42**

NIC's Institutional Accountability Plan and Report (IAPR) for the 2013/14 Reporting Cycle will discuss the context of NIC's FTE production as related to the Ministry's expectations regarding FTE utilization. The Board Governors is scheduled to receive NIC's IAPR at its June 2014 meeting.

Action:

For the Board's review and approval.

Suggested Resolution:

THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVES THE 2013/2014 FINAL FTE ENROLMENT REPORT.

2013/14 Final FTE Report

Ministry of Advanced Education

North Island College

Post-Secondary Finance

Institution Contact: Wes Skulmoski Phone Number: 250-334-5245 Email: wes.skulmoski@nic.bc.ca

Ministry Code	CIP Code [1]	Program Name	FTEs Target	FTEs Actual	Comments
NURS	51.3801	Bachelor of Science in Nursing	87	100	
NLPN	51.3901	Practical Nurse	32	34	
NHCA	51.3902	Health Care Assistant	40	50	
HLOT	51.3902	Health Care Assistant (one-time)	10	6	
HLTH	51 Multiple	Allied Health Programs		14	
		Developmental Programs	572		
DEV	53.0101	DEV - Developmental Other			
ABE	53.0101	ABE		496	Tuition-free courses only
ESL	32.0109	ESL		30	
ESL		ELSA		30	
ASE	32.0101	ASE		94	
AVED	Multiple	AVED Balance Not Targeted	1,457		
		Non-Targeted Programs		1,082	
		Trades Programs Funded by AVED			
		AVED Sub-Total	**2,198**	**1,935**	
ITA Funded Programs					
ITEL/ITHS/ ITOT	Multiple	Foundation		160	
ITAP	Multiple	Apprenticeship Technical Training		410	
		ITA Sub-total		**570**	
		TOTAL		**2,505**	

Supplementary FTE Information

Health Program FTEs

Multiple	Health Programs Funded by AVED	204	
Multiple	Health Programs Funded by Other Sources (please list programs)		

International FTEs

Multiple	All programs	153	

[1] All CIP 51 programs have been updated to CIP Canada 2011 Codes, where applicable.

SUMMARY	FTEs Target	FTEs Actual	Utilization
NURS	87	100	115.2%
NLPN	32	34	105.0%
NHCA	50	56	111.2%
HLTH	-	14	
DEV	572	649	113.5%
AVED	1,457	1,082	74.3%
TOTAL	**2,198**	**1,935**	**88.0%**
All Health	**169**	**204**	**120.5%**

NORTH ISLAND COLLEGE BOARD OF GOVERNORS
May 29, 2014

Vision: North Island College is a premier community and destination college, in a spectacular west-coast environment, that inspires and prepares students for success in a rapidly changing world.

AGENDA ITEM: **Regular Meeting**
4.3.2 Fall 2014 Applications Report – Spring Update

Program applications are the strongest indicator of demand for College programs. On an annual cycle and on a regular basis, NIC tracks program applications and adjusts both promotion and offerings accordingly.

As per Policy #4-17, Admission, North Island College normally accepts domestic student applications a year prior to the following academic year. Normally, North Island College begins accepting applications from international students as of March 31 for programs starting the following September.

The information provided includes:
- Fall 2014 Domestic Student Applications Report
- Fall 2014 International Student Applications Report

These reports reflect a year-over-year comparison of student applications as of May 16, 2014. Applications are reported by status as "Applied" or "Qualified". Applied represents the first stage of the admissions process, including the receipt of new applications and the request for transcripts. Qualified aggregates all statuses beyond the applied status, including the receipt and processing of transcripts, receipt of tuition deposits and admission to programs.

For this cycle, we are not reporting Bachelor of Science in Nursing applications. The program has moved to a selective entry admissions process in 2013/14. To honour existing applications, NIC will not accept new applications until all qualified, waitlisted applicants have been admitted. We anticipate that this will occur in 2015 or 2016. As a result, we are seeing 211 fewer applications to Nursing in Fall 2014 versus Fall 2013. Removing these data improve year-over-year comparison of application data.

The last two years of significant, exponential growth in international education now requires that the College report domestic and international applications separately. Separate international education reporting allows for analysis of student demand specific to that market.

As part of its enrolment reporting to the Board and in the interests of long-term sustainability, NIC is providing application information for programs beginning in Fall 2014.

As we progress through the applications cycle, we are starting to see programs fill.

DOMESTIC STUDENT APPLICATIONS
Fall 2014 Applications Report
At May 16, 2014 with Comparison Data at May 17, 2013

NORTH ISLAND COLLEGE

Instructional Area	2014 Fall Term			2013 Fall Term			% Change
	Qualified	Applied	Total Applications	Qualified	Applied	Total Applications	
University Studies & Applied Programs	419	124	543	392	123	515	5 %
Applied Business Technology	51	23	74	30	18	48	54 %
Business Administration	49	24	73	39	31	70	4 %
Exercise And Wellness	7	7	14	6	3	9	56 %
Fine Arts & Photography	23	13	36	19	14	33	9 %
Interactive Media & Graphic Design	20	11	31	15	7	22	41 %
Tourism & Hospitality	11	13	24	16	18	34	-29 %
University Studies	258	33	291	267	32	299	-3 %
Access & Upgrading	34	26	60	30	38	68	-12 %
Adult Basic Education	28	26	54	29	25	54	0 %
Adult Special Education	6		6	1	10	11	-45 %
English Language Program					3	3	-100 %
Health & Community Care	172	229	401	134	193	327	23 %
Early Childhood Care & Education	33	18	51	28	8	36	42 %
Health Care Assistant	34	61	95	32	55	87	9 %
Human Services & Social Services	65	81	146	57	73	130	12 %
Practical Nursing Diploma	40	69	109	17	57	74	47 %
Continuing Education & Training	38	48	86	13	42	55	56 %
Activity Assistant Certificate	16	2	18	3		3	500 %
Animal Care Aide Certificate	14	16	30	4	26	30	0 %
Coastal Log Scaling		3	3				0 %
Hospital Unit Clerk Certificate	4	22	26	3	16	19	37 %
Metal Jewellery Design Certificate	4	4	8	3		3	167 %
Underground Mining Essentials		1	1				0 %
Trades & Technology	158	151	309	132	159	291	6 %
Aircraft Sheet Metal Manufacturing		1	1				0 %
Aircraft Structures Technician (AME-S)	11	7	18	2	4	6	200 %
Automotive Service Technician Foundation	9	15	24	11	15	26	-8 %
Carpentry Foundation		8	8	1	9	10	-20 %
Electrical Foundation	25	25	50	14	30	44	14 %
Electronics Technician	27	8	35	24	5	29	21 %
Heavy Duty & Commercial Transport Mechanics Foundation	43	13	56	38	26	64	-13 %
Joinery/Cabinetmaking Foundation	11	8	19	5	3	8	138 %
Landscape Horticulture Fundamentals		2	2				0 %
Plumbing & Piping Foundation	14	21	35	15	14	29	21 %
Welding	18	43	61	22	53	75	-19 %
Apprenticeship Training	40	45	85	16	28	44	93 %
Apprenticeship: Carpentry	8	2	10	6	1	7	43 %
Apprenticeship: Electrical	12	6	18	3	3	6	200 %
Apprenticeship: Heavy Duty Mechanic	10	3	13				0 %
Apprenticeship: Plumbing	3		3	3		3	0 %
Apprenticeship: Professional Cooking Level 1	3	29	32	4	18	22	45 %
Apprenticeship: Professional Cooking Level 2	3	2	5		6	6	-17 %
Apprenticeship: Professional Cooking Level 3		1	1				0 %
Apprenticeship: Welding	1	2	3				0 %
Grand Total	861	623	1,484	717	583	1,300	14 %

Campus	2014 Fall Term	2013 Fall Term	Total Change	% Change
Campbell River	484	344	140	41 %
Comox Valley	775	687	88	13 %
Port Alberni	224	266	-42	-16 %
Mount Waddington	1	3	-2	-67 %
Grand Total	1,484	1,300	184	14 %

Notes:
- Applied represents the first stage of the application process, including receipt of new applications and requesting transcripts.
- Qualified aggregates all applications that have progressed beyond the Applied status, including receipt and processing of transcripts through tuition deposit and program admission.
- Bachelor of Science in Nursing applications excluded because of change in admission process for the program in 2013/14.

INTERNATIONAL STUDENT APPLICATIONS
Fall 2014 Applications Report

At May 16, 2014 with Comparison Data at May 17, 2013

Instructional Area	2014 Fall Term			2013 Fall Term			% Change
	Qualified	Applied	Total Applications	Qualified	Applied	Total Applications	
University Studies & Applied Programs	127	92	219	117	85	202	8 %
Business Administration	64	49	113	62	60	122	-7 %
Exercise And Wellness				1	1	2	-100 %
Fine Arts & Photography	1	3	4	2	3	5	-20 %
Interactive Media & Graphic Design	23	6	29	10	3	13	123 %
Tourism & Hospitality	9	15	24	9	11	20	20 %
University Studies	30	19	49	33	7	40	23 %
Access & Upgrading	20	19	39	23	4	27	44 %
English Language Program	20	19	39	23	4	27	44 %
Health & Community Care	2	8	10				0 %
Early Childhood Care & Education		5	5				0 %
Health Care Assistant	1	2	3				0 %
Human Services & Social Services	1		1				0 %
Practical Nursing Diploma		1	1				0 %
Continuing Education & Training					1	1	-100 %
Metal Jewellery Design Certificate					1	1	-100 %
Trades & Technology	7	9	16	3	1	4	300 %
Aircraft Structures Technician (AME-S)	2	3	5	2		2	150 %
Automotive Service Technician Foundation	1		1				0 %
Electronics Technician	4	5	9	1	1	2	350 %
Plumbing & Piping Foundation		1	1				0 %
Apprenticeship Training	1	2	3	1	2	3	0 %
Apprenticeship: Professional Cooking Level 1	1	1	2	1	1	2	0 %
Apprenticeship: Professional Cooking Level 2		1	1		1	1	0 %
Grand Total	157	130	287	144	93	237	21 %

Campus	2014 Fall Term	2013 Fall Term	Total Change	% Change
Campbell River	19	8	11	138 %
Comox Valley	266	229	37	16 %
Port Alberni	2		2	0 %
Grand Total	287	237	50	21 %

Notes:

- Applied represents the first stage of the application process, including receipt of new applications and requesting transcripts.
- Qualified aggregates all applications that have progressed beyond the Applied status, including receipt and processing of transcripts through tuition deposit and program admission.

NORTH ISLAND COLLEGE BOARD OF GOVERNORS
May 29, 2014

Vision: North Island College is a premier community and destination college, in a spectacular west-coast environment, that inspires and prepares students for success in a rapidly changing world.

AGENDA ITEM: **Regular Meeting**
4.3.3 Domestic ESL Tuition - Bylaw #4 – Domestic Tuition and Fee Bylaw 2013 and 2014

For the past two years, the Ministry of Advanced Education (the Ministry) has required that the BC public post-secondary system provide English as a Second Language (ESL) instruction to domestic students tuition-free. During this time, the Ministry has reimbursed institutions for lost tuition revenue. While domestic students were not charged tuition for ESL, tuition as stated in Board Bylaw #4 has been used to calculate the amount of government reimbursement.

On February 19, 2014, the Ministry confirmed that institutions are to provide tuition-free ESL to domestic students until further notice. They also advised that as of April 1, 2014, the Ministry will no longer reimburse institutions for lost ESL tuition revenue.

Therefore, to align with government policy and change in reimbursement practice, NIC recommends removing ESL tuition from Bylaw #4 –Domestic Tuition and Fee Bylaw for both 2013 (effective to August 14, 2014) and 2014 (effective starting August 15, 2014).

As AVED is considering the changes to federal funding of ESL, we anticipate that there may be a new policy on tuition and fees for domestic ESL students in the future.

Action:

For the Board's discussion and decision.

Suggested Resolution:

THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVES THE ELIMINATION OF TUITION FOR ENGLISH AS A SECOND LANGUAGE (ESL) TO BOARD BYLAW #4 – DOMESTIC TUITION AND FEE BYLAW FOR 2013 AND FOR 2014.

North Island College Foundation
Report to the Board of Governors

Meeting held May 15, 2014

Items of note included:

- DRAFT Audited Financial Statements, for year ended March 31, 2104 – The Board reviewed the draft audited financial statements. Total assets stood at $4,228,813, donations received for the year totaled $299,119 and investment income totaled $221,327. Members will approve the financial statements at the June meeting, upon receipt of the auditor's report and findings.
- Flavour 2014 – Flavour 2014 will be held on September 21, 2014, again at Coastal Black Winery. Tickets will go on sale on June 1st, and will be available for purchase online. Interested Board members may also contact the Foundation office prior to May 30th to reserve their tickets.
- 2014 Awards Program – E. Petersen reported that selection of award recipients is underway. The Foundation received close to 400 applications for this year's round of awards. Selection committees have been established at each campus, with selection going very well thus far. Recipients and donors will be notified in June. The ceremonies will be held in the fall.
- The Board's next meeting, its Annual General Meeting, is scheduled for Thursday, June 19th at the Comox Valley campus. The Board will be electing its Executive officers at that meeting, as well as receiving the annual performance report from the Foundation's investment advisor and approving the audited financial statements.

Respectfully submitted,

Susan Auchterlonie
Executive Director

Education Council
Report for the Board
May 2014

Education Council was established in 1996 in response to the then new College and Institute Act. Clauses 14, 15 and 18 of the Act define the role and composition of an Education Council. The mandate of the Education Council at North Island College is to ensure educational quality. Education Council extends a standing invitation for members of the Board to attend Council meetings. This report is provided to update the Board on work done by the Council.

Approved Curriculum

Program Revisions:

- Tourism & Hospitality Management Certificate
- Tourism & Hospitality Management Diploma
- Tourism & Hospitality Management Diploma – Hospitality & Sustainable Tourism Option
- Tourism & Hospitality Management Diploma – Adventuring Guiding Option
- Education Assistant Community Support Certificate
- Education Assistant Community Support Certificate – Indigenous Focus
- Social Services Diploma
- Human Services Diploma
- Aircraft Sheet Metal Manufacturing Technician Certificate
- Aircraft Structures Technician Certificate
- Automotive Service Technician Foundation Certificate
- Carpentry Foundation Certificate
- Drafting Certificate
- Electrical Foundation Certificate
- Electronics Technician Certificate
- Heavy Duty & Commercial Transport Mechanics Foundation Certificate
- Heavy Duty Equipment Operator Foundation Certificate
- Joinery/Cabinetmaking Foundation Certificate
- Metal Fabriciation Foundation Certificate
- Welder Foundation Certificate

New Course:

- MAT 122 Logic and Foundations

The next Education Council meeting is June 13th, 2014.

Heather Howie
Chair, Education Council

BRITISH COLUMBIA

GOVERNMENT'S LETTER OF EXPECTATIONS

BETWEEN

THE MINISTER OF ADVANCED EDUCATION (AS REPRESENTATIVE OF THE GOVERNMENT OF BRITISH COLUMBIA)

AND

THE CHAIR OF THE BOARD OF NORTH ISLAND COLLEGE (AS REPRESENTATIVE OF NORTH ISLAND COLLEGE)

FOR 2014/15

PURPOSE

This Letter of Expectations between the Government of British Columbia (Government) and North Island College (Institution) provides Government's annual direction to the Institution and is an agreement on the parties' respective accountabilities, roles and responsibilities. This Letter applies equally to both parties and does not create any legal or binding obligations on the parties. It is intended to create an opportunity for dialogue between the parties and to support an open, positive and co-operative working relationship, resulting in the achievement of Government's policy and performance expectations in a transparent and accountable manner.

The Institution is a public post-secondary institution which receives funding from the Government. The Government is responsible for setting the legislative, regulatory and public policy frameworks in which the public post-secondary institutions operate and which set the Institution's mandate as defined by the *College and Institute Act.*

The Government and the public post-secondary institutions share a commitment to ensuring that British Columbians have access to the high quality post-secondary education and training programs they need to fully participate in British Columbia's economy and society. This includes being responsive to student and labour market demands and to addressing the overall socio-economic and regional employment needs of the province.

The parties also share a commitment to achieving a seamless and sustainable transfer system that supports mobility of students and portability of their credits to help them achieve their education, training and employment goals.

In response to the Government's general direction, frameworks and principles, and respecting the role of the Senate, Academic Council, Education Council and/or Program Council as applicable to the Institution, the Institution will, in fulfilling its mandate, consider Government's priorities in the alignment of its institutional resources. In the spirit of collaboration and cooperation, the Institution agrees to:

- In establishing the Institution's priorities, consider the Government's goals of supporting our economy by controlling spending to balance the budget, job creation and investment in the province, and improving social programs that support families of every description and improve the lives of British Columbians.

- Work in partnership with the Government and Aboriginal communities, organizations and institutes to implement the Aboriginal Post-Secondary Education and Training Policy Framework and Action Plan in order to increase the participation and success of Aboriginal learners.

- Assist in advancing Government's International Education Strategy, including promoting greater internationalization of the education system, attracting and retaining more international students, and providing increased opportunities for students and educators to study and work abroad.

- Continue to support the development and adoption of open education resources, including Government's open textbook initiative, to increase affordability for students and their families.

- Support seamless delivery of education and skills training for students from high school right through entry into the workforce.

- Collaborate with Government to set targets for post-secondary graduates to ensure British Columbia's current and future labour market needs are met.

- Continue to minimize overhead costs and, where appropriate, consolidate functions across different post-secondary institutions.

- Undertake an institution-wide core review of post-secondary education programming to ensure student seats are being filled.

- Comply with the Government's tuition limit policy that limits tuition and mandatory fee increases. For 2014/15, fee increases will be limited to two percent. A copy of the tuition limit policy can be found on the Ministry's website.

GENERAL INSTITUIONAL ACCOUNTABILITIES

The Government also sets broad legislative and policy direction to ensure the Institution's operations and performance are consistent with the Government's Strategic Plan, found at: http://www.bcbudget.gov.bc.ca/2013_June_Update/stplan/2013_June_Strategic_Plan.pdf. As such, the Institution agrees to:

- Conduct its affairs in a manner consistent with the spirit and intent of all applicable legislative, regulatory and policy framework established by the Government, and with the principles of integrity, efficiency, effectiveness and service.

- Ensure audited financial results (before endowment contributions) achieve a balanced or surplus position on an annual basis, and develop strategies to ensure this is achieved.

- Conduct board matters in accordance with the Government's best practice guidelines – *BC Governance and Disclosure Guidelines for Governing Boards of Public Sector Organizations*, which can be found on the Ministry of Finance website.

- Ensure board remuneration rates comply with Order in Council 180/95 and that remuneration is publicly disclosed on the Institution's website as required by the Public Sector Employers' Council Secretariat.

- Comply with the Government's requirements to be carbon neutral under the *Greenhouse Gas Reduction Targets Act*.

- Comply with the Government's freeze on executive and management compensation announced September 2012.

- Comply with the 2014 Economic Stability Mandate which applies to collective agreements that expire on or after December 31, 2013. A summary of the mandate is available on the Public Sector Employers' Council Secretariat website.

GOVERNMENT RESPONSIBILITIES

The Government is responsible for setting the legislative, regulatory and public policy frameworks in which post-secondary institutions operate. In order to meet these responsibilities and support achievement of the Government's performance expectations, the Government will:

- Provide the Institution annual operating and capital funding allocations for inclusion in the Institution's planning activities.

- Review the student loan program and make recommendations for improvement to ensure the program is meeting the needs of today's students.

- Ensure Board appointments are filled in a timely way and support the Board's ability to fulfil its obligations.

During the term of this Letter, the Government may provide additional policy direction, and will work with the Institution to achieve such direction.

AREAS OF SHARED ACCOUNTABILITY

Communications

It is agreed by both the Government and the Institution that, to ensure effective and efficient day-to-day communications and relationship building, representatives for both parties will be tasked with implementing the contents of this Letter and keeping the Minister and the Institution's Board informed of progress in a timely fashion.

Reporting

The Government and the Institution are committed to transparency and accountability to the public and have planning, reporting and disclosure requirements in the *Budget Transparency and Accountability Act*, the *Financial Administration Act*, and the *Financial Information Act*. The Government has provided the Institution with *Reporting Requirements* which sets out statistical, financial and performance reporting requirements and which can be found on the Ministry's website.

The Institution agrees to meet these *Reporting Requirements*, and provide the Government with reports and high quality data required by Government to carry out its responsibilities.

The Institution and the Government will post the most recent signed copy of the Government's Letter of Expectations on their respective websites.

Review and Revision of this Letter

The Minister of Advanced Education is accountable for undertaking reviews of this Letter and monitoring its implementation. The Government and the Institution may agree to amend this Letter on a more frequent than annual basis.

Honourable Amrik Virk
Minister of Advanced Education

MAR 27 2014
Date

Mr. Bruce Calder
Chair of the Board
North Island College

February 10, 2014
Date

pc: Honourable Christy Clark
Premier

Mr. John Dyble
Deputy Minister to the Premier and Cabinet Secretary

Mr. Peter Milburn
Deputy Minister and Secretary to Treasury Board
Ministry of Finance

Ms. Sandra Carroll
Deputy Minister
Ministry of Advanced Education

Ms. Cheryl Wenezenki-Yolland
Associate Deputy Minister
Ministry of Finance

Mr. John Bowman
President and CEO
North Island College

PROVINCE OF BRITISH COLUMBIA

ORDER OF LIEUTENANT GOVERNOR IN COUNCIL

Order in Council No. 168 *, Approved and Ordered* April 11, 2014

Lieutenant Governor

Executive Council Chambers, Victoria

On the recommendation of the undersigned, the Lieutenant Governor, by and with the advice and consent of the Executive Council orders that, effective July 31, 2014, the following appointments are made to the board of North Island College:

(a) Bruce C. Bell, Roy A. Grant, Violet Mundy, and Kathleen Nelson are reappointed as members for terms ending July 31, 2016;

(b) Gregory T. Phelps is appointed as a member for a term ending July 31, 2015.

Minister of Advanced Education

Presiding Member of the Executive Council

(This part is for administrative purposes only and is not part of the Order.)

Authority under which Order is made:

Act and section: *College and Institute Act*, R.S.B.C. 1996, c. 52, s. 9 (1) (a)

Other: OIC 2965/1978; OIC 152/2012; OIC 297/2013; OIC 302/2013

March 25, 2014 O/254/2014/27

PROVINCE OF BRITISH COLUMBIA

ORDER OF LIEUTENANT GOVERNOR IN COUNCIL

Order in Council No. 173 , *Approved and Ordered* April 11, 2014

Lieutenant Governor

Executive Council Chambers, Victoria

On the recommendation of the undersigned, the Lieutenant Governor, by and with the advice and consent of the Executive Council orders that, effective September 30, 2014, Derek M. Lamb is reappointed as a member of the board of North Island College for a term ending July 31, 2016.

Minister of Advanced Education

Presiding Member of the Executive Council

(This part is for administrative purposes only and is not part of the Order.)

Authority under which Order is made:

Act and section: *College and Institute Act*, R.S.B.C. 1996, c. 52, s. 9 (1) (a)

Other: OIC 2965/1978; OIC 471/2013

March 27, 2014 O/265/2014/27

BRITISH COLUMBIA

Our Ref. 96812

April 7, 2014

Mr. Bruce Calder
Chair of the Board
North Island College
2300 Ryan Rd
Courtenay BC V9N 8N6

Dear Mr. Calder:

Effective board governance is key to the quality of public sector organizations, and contributes to enhanced accountability and high standards of quality at our public post secondary institutions.

In a continued effort to assess the public sector's progress in implementing principles of good governance, in 2013-14 the Office of the Auditor General of British Columbia completed an examination of governance of three universities – the University of Victoria, Thompson Rivers University, and Capilano University.

This examination follows upon previous governance examinations of Crown agencies, including the University of Northern British Columbia, Camosun College, health authorities, BC Transit, and boards of education. Many of the recommendations in previous reports have been implemented by the boards of post-secondary institutions to the benefit of our sector.

On February 27, 2014, the Auditor General submitted a report entitled *University Board Governance Examinations* to the Legislative Assembly of British Columbia. You may find a copy of the recent and previous Auditor General's reports on their website.

I am pleased to share with you that, in the opinion of the Auditor General, the three university boards examined met the core principles of good governance. The report also contains eight recommendations reflective of best practices and includes responses from the three universities and the Ministry of Advanced Education, each of which expresses a commitment to continuing improvement and excellence in governance practices.

Though the recommendations within the report are specific to the universities examined, all public institutions in British Columbia can benefit from the insights in this report and earlier

.../2

Ministry of Advanced Education

Office of the Minister

Mailing Address:
PO Box 9080 Stn Prov Govt
Victoria BC V8W 9E2

Location:
Parliament Buildings
Victoria

reports of the Auditor General. I recommend that all public post-secondary boards assess their governance practices against the material presented in the reports and responses.

I trust that with your efforts and commitment, we can continue to improve upon the existing high standards of post-secondary governance in British Columbia.

Sincerely,

Amrik Virk
Minister

pc: Ms. Sandra Carroll, Deputy Minister
Ministry of Advanced Education

Mr. John Bowman, President
North Island College

BRITISH COLUMBIA

Our Ref: 96667

April 15, 2014

Mr. Bruce Calder, Chair of the Board
North Island College
2300 Ryan Rd
Courtenay BC V9N 8N6
E-Mail Address: bwcalder@icloud.com

Dear Mr. Calder:

As you may be aware, on June 21, 2012, the Ministry released the *Aboriginal Post-Secondary Education and Training Policy Framework and Action Plan*. It is available electronically at http://www.aved.gov.bc.ca/aboriginal/policy-framework.htm

The Ministry has committed to report on progress in achieving the goals, objectives and outcomes identified in the *Aboriginal Post-Secondary Education and Training Policy Framework & Action Plan*. Attached is the first report-out on our progress as at the end of 2013.

I am pleased that together we are making progress on the goals and actions set out in the Framework. Of particular note, I am pleased that at the end of 2013, almost 90 percent of public post-secondary institutions had Aboriginal representatives on Boards of Governors.

Boards of Governors of public post-secondary institutions play a key role in implementing the first goal of the Framework, by supporting systemic change within your institutions to ensure that our public post-secondary system is relevant, responsive, respectful and receptive to Aboriginal learners and communities and that relationships between public post-secondary institutions and Aboriginal communities are based on mutual respect. I would like to thank you for your efforts to date as well as your support for implementing the other goals and actions identified in the Framework.

We still have a lot of work ahead of us. I look forward to your continued support in implementing the Framework and appreciate your efforts to date.

Sincerely,

Amrik Virk
Minister

Attachment

Ministry of Advanced Education

Office of the Minister

Mailing Address:
PO Box 9080 Stn Prov Govt
Victoria BC V8W 9E2

Location:
Parliament Buildings
Victoria

Ombudsperson
B.C.'s Independent Voice For Fairness

General Inquiries: (250) 387-5855
Toll-Free: 1-800-567-3247
Fax: (250) 387-0198
www.bcombudsperson.ca

947 Fort Street
PO Box 9039 Stn Prov Govt
Victoria BC V8W 9A5

Mr. Bruce Calder
Chair, Board of Governors
North Island College
2300 Ryan Road
COURTENAY BC V9N 8N6

Files Closed from January 1 to March 31, 2014

North Island College

1. Requests for Information or Assistance		**0**
2. Complaints with No Investigation		**0**
a. Assistance and/or referral	0	
b. Refused (discretion)		
• More than one year between event and complaint	0	
• Insufficient personal interest	0	
• Available remedy	0	
• Frivolous/vexatious/trivial matter	0	
• Can consider without further investigation	0	
• No benefit to complainant or person aggrieved	0	
• Complaint abandoned	0	
• Complaint withdrawn	0	
c. Statute barred (FIPPA, Police Act, etc.)	0	
d. Not a matter of administration	0	
e. Pre-empted by existing statutory right of appeal, objection or review	0	
3. Complaints Investigated		**1**
a. Not a matter of administration	0	
b. Pre-empted by existing statutory right of appeal, objection or review	0	
c. Investigation ceased (discretion) - No findings		
• More than one year between event and complaint	0	
• Insufficient personal interest	0	
• Available remedy	0	
• Frivolous/vexatious/trivial matter	0	
• Can consider without further investigation	1	
• No benefit to complainant or person aggrieved	0	
• Complaint abandoned	0	
• Complaint withdrawn	0	
• Complaint settled	0	

d. Investigation completed - Findings - Substantiated

- Remedied in whole 0
- Remedied in part 0
- Not remedied 0
- Recommendations made - remedy to be implemented over time 0

e. Investigation completed - Findings – Not substantiated 0

4. Ombudsperson Initiated Investigations **0**

a. Investigation ceased (discretion) - No findings 0

b. Investigation completed - Findings - Substantiated

- Remedied in whole 0
- Remedied in part 0
- Not remedied 0
- Recommendations made - remedy to be implemented over time 0

c. Investigation completed - Findings – Not substantiated 0

Kim S. Carter

Kim S. Carter
Ombudsperson
Province of British Columbia

11/04/2014

OFFICE OF THE PRESIDENT

NORTH ISLAND COLLEGE

April 24, 2014

Bill McPherson
681 Holm Road
Campbell River, BC
V9W 1W5

Dear Bill:

In February 2013, North Island College established the designation of Emeritus to recognize the outstanding service of retired employees to the college and the broader educational community. The Emeritus designation provides an opportunity for selected individuals to continue their involvement in College activities after retirement from active employment.

In April 2014, the Emeritus Selection Committee met to review the nominations and was unanimous in its recommendation to me that you be granted Emeritus designation. It is my privilege to award you with the honourific designation of Emeritus, effective immediately.

As an Emeritus designee, you may receive privileges that come with the designation. Our Human Resources Department will be in contact with you to arrange for any privileges that may come with the designation. A copy of the Emeritus Honours/Privileges taken from Appendix A of NIC Policy #1-18 Emeritus Recognition is attached for your reference.

On Friday, June 6, 2014, the NIC college community will be coming together for the annual NIC Celebration Day to be held at our Campbell River campus. Please save this date. More details will be forthcoming but it is our intention to recognize you and our other Emeritus designees on that day.

In closing, I want to thank you for your outstanding contributions to the college, broader educational community and to the success of our students. Congratulations and best wishes for continued outstanding success in all of your endeavours.

Sincerely,

John Bowman
President

Attachment: NIC Policy #1-18 Appendix A – Emeritus Honours/Privileges
http://www.nic.bc.ca/PDF_docs/policies/Section1/1-18%20Emeritus%20Recognition.pdf

cc: Board of Governors
Senior Leadership Team

2300 RYAN RD, COURTENAY, BC, V9N 8N6
TEL: 250.334.5270 FAX: 250.334.5269
WWW.NIC.BC.CA
JOHN.BOWMAN@NIC.BC.CA

OFFICE OF THE PRESIDENT

NORTH ISLAND COLLEGE

April 24, 2014

Summer McGee
7058 Farnham Road
Courtenay, BC
V9J 1N6

Dear Summer:

In February 2013, North Island College established the designation of Emeritus to recognize the outstanding service of retired employees to the college and the broader educational community. The Emeritus designation provides an opportunity for selected individuals to continue their involvement in College activities after retirement from active employment.

In April 2014, the Emeritus Selection Committee met to review the nominations and was unanimous in its recommendation to me that you be granted Emeritus designation. It is my privilege to award you with the honourific designation of Emeritus, effective immediately.

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In closing, I want to thank you for your outstanding contributions to the college, broader educational community and to the success of our students. Congratulations and best wishes for continued outstanding success in all of your endeavours.

Sincerely,

John Bowman
President

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cc: Board of Governors
Senior Leadership Team

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JOHN.BOWMAN@NIC.BC.CA

OFFICE OF THE PRESIDENT

NORTH ISLAND COLLEGE

April 24, 2014

David Maclean
1121 Fifth Street
Courtenay, BC
V9N 1L5

Dear David:

In February 2013, North Island College established the designation of Emeritus to recognize the outstanding service of retired employees to the college and the broader educational community. The Emeritus designation provides an opportunity for selected individuals to continue their involvement in College activities after retirement from active employment.

In April 2014, the Emeritus Selection Committee met to review the nominations and was unanimous in its recommendation to me that you be granted Emeritus designation. It is my privilege to award you with the honourific designation of Emeritus, effective immediately.

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In closing, I want to thank you for your outstanding contributions to the college, broader educational community and to the success of our students. Congratulations and best wishes for continued outstanding success in all of your endeavours.

Sincerely,

John Bowman
President

Attachment: NIC Policy #1-18 Appendix A – Emeritus Honours/Privileges

cc: Board of Governors
Senior Leadership Team

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JOHN.BOWMAN@NIC.BC.CA

OFFICE OF THE PRESIDENT

NORTH ISLAND COLLEGE

April 24, 2014

Roger Albert
Box 666
3300 Union Road
Cumberland, BC
V0R 1S0

Dear Roger:

In February 2013, North Island College established the designation of Emeritus to recognize the outstanding service of retired employees to the college and the broader educational community. The Emeritus designation provides an opportunity for selected individuals to continue their involvement in College activities after retirement from active employment.

In April 2014, the Emeritus Selection Committee met to review the nominations and was unanimous in its recommendation to me that you be granted Emeritus designation. It is my privilege to award you with the honourific designation of Emeritus, effective immediately.

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In closing, I want to thank you for your outstanding contributions to the college, broader educational community and to the success of our students. Congratulations and best wishes for continued outstanding success in all of your endeavours.

Sincerely,

John Bowman
President

Attachment: NIC Policy #1-18 Appendix A – Emeritus Honours/Privileges

cc: Board of Governors
Senior Leadership Team

2300 RYAN RD, COURTENAY, BC, V9N 8N6
TEL: 250.334.5270 FAX: 250.334.5269
WWW.NIC.BC.CA
JOHN.BOWMAN@NIC.BC.CA

OFFICE OF THE PRESIDENT

NORTH ISLAND COLLEGE

April 24, 2014

Sharon Card
135 – 3998 Royal Vista Way
Courtenay, BC
V9N 9X8

Dear Sharon:

In February 2013, North Island College established the designation of Emeritus to recognize the outstanding service of retired employees to the college and the broader educational community. The Emeritus designation provides an opportunity for selected individuals to continue their involvement in College activities after retirement from active employment.

In April 2014, the Emeritus Selection Committee met to review the nominations and was unanimous in its recommendation to me that you be granted Emeritus designation. It is my privilege to award you with the honourific designation of Emeritus, effective immediately.

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In closing, I want to thank you for your outstanding contributions to the college, broader educational community and to the success of our students. Congratulations and best wishes for continued outstanding success in all of your endeavours.

Sincerely,

John Bowman
President

Attachment: NIC Policy #1-18 Appendix A – Emeritus Honours/Privileges

cc: Board of Governors
Senior Leadership Team

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WWW.NIC.BC.CA
JOHN.BOWMAN@NIC.BC.CA

OFFICE OF THE PRESIDENT

NORTH ISLAND COLLEGE

May 1, 2014

Malinda Schenker
4-2475 Mansfield Drive
Courtenay, BC
V9N 2M2

Dear Malinda:

Re: Lieutenant Governor's Silver Medal Award

It is my distinct pleasure to inform you that the North Island College Awards Committee has selected you as this year's recipient of the Lieutenant Governor's Silver Medal Award for your achievements in the Human Services Educational Assistant/Community Support Certificate program. This prestigious award honours students who have been registered in a vocational or career program of less than two years in duration and have not only excelled in their studies but have also contributed in a positive manner to the life of the College and/or their community.

The College would like to confirm your receipt of this award at the Comox Valley graduation ceremony being held on Thursday, June 19, 2013 at 1:00 p.m. at the Comox Valley Sports Centre located at 3001 Vanier Drive in Courtenay. Please arrive and check in at the main entrance by 1:00 p.m. as a reserved seat has been set aside for you. Please contact Sylvia Collins, Grad Coordinator at 250-334-5000 Extension 4002 or by email at sylvia.collins@nic.bc.ca to confirm your attendance by May 16, 2014.

On behalf of the North Island College community, I offer you my heartfelt congratulations, and wish you continued success in your future educational and career pursuits.

Sincerely,

John Bowman
President

cc. North Island College Board of Governors
Jan Carrie, VP Education
Lisa Domae, VP Student and Educational Services and Planning
Jocelyne Van Neste-Kenny, Dean, Health and Human Services
Susan Auchterlonie, Executive Director, North Island College Foundation
Kathleen Kuhnert, Director, Student Services and Registrar
Darin Bellham, Assistant Registrar
Sylvia Collins, Grad Coordinator

2300 RYAN RD, COURTENAY, BC, V9N 8N6
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JOHN.BOWMAN@NIC.BC.CA

BRITISH COLUMBIA

Our Ref. 96944

April 30, 2014

Dear Board Chairs:

I write in follow up to my letter of November 15, 2013, regarding the public post-secondary institution core review of programming. As you will recall, the terms of reference indicated that institutional core review processes were to be complete and final reports were to be provided to me by Spring 2014.

Deputy Minister Sandra Carroll and I would like an opportunity to meet with each of you in late May/early June, once the Legislature has adjourned, for a presentation on the findings of your review along with your recommendations and plan for action going forward. I would appreciate receiving your report, copy to my Deputy Minister, in advance of our meeting.

I anticipate that the meetings will be 45 minutes in length, with 25 minutes for the presentation and 20 minutes for questions and discussion. While it is my hope that we can meet in person, tele-presence and/or videoconference options will be available if travel is a constraint.

Jennifer Meadows, Director, Executive Operations, in the Deputy Ministers' Office, will coordinate the scheduling of these meetings. Please contact Jennifer at (250) 952-6842 or email Jennifer.Meadows@gov.bc.ca to arrange a mutually convenient meeting time, and to let her know who will be attending the meeting with you.

I appreciate the time and effort your institutions are devoting to the core review process, and I am looking forward to meeting with you to discuss your final report and recommendations.

Sincerely,

Amrik Virk
Minister

Distribution List

Ministry of Advanced Education

Office of the Minister

Mailing Address:
PO Box 9080 Stn Prov Govt
Victoria BC V8W 9E2

Location:
Parliament Buildings
Victoria

pc: Sandra Carroll
Deputy Minister

Claire Avison
Assistant Deputy Minister
Sector Strategy and Quality Assurance Division

Bobbi Plecas
Assistant Deputy Minister
Institutions and Programs

NORTH ISLAND COLLEGE

COLLEGE FUTURES COMMITTEE

Terms of Reference

Mandate and Purpose

The mandate, purpose and functions of the College Futures Committee (CFC) are to:

i. generally, support the success of North Island College in achieving its mission, vision, values and plans;

ii. foster positive, cooperative working relationships across college employee groups, departments and campuses;

iii. provide a forum for constructive conversation and open dialogue regarding the challenges and opportunities facing the college and for the exploration of diverse perspectives, alternative strategies and ideas;

iv. facilitate communication, collaboration, and teamwork amongst college administration, North Island College Faculty Association (NICFA), Canadian Union of Public Employees (CUPE) and the North Island Students' Union (NISU); and,

v. undertake other specific goals and strategies related to the mandate and purpose.

Attendance/Participation

Participation in the Committee will be comprised of up to 3-4 people from the Senior Leadership Team (and other college administrators e.g. Deans, Directors), NICFA executive and other faculty, CUPE executive and other staff, NISU chairperson and other students.

Processes

Meetings will be held approximately every second month. The College President will facilitate/chair the inaugural meeting(s), however it is anticipated that the role will eventually rotate and be shared amongst participants.

Administrative support services will be provided by the President's Office. Agendas and discussion topics will be developed cooperatively. Summarized meeting notes will be prepared and distributed after each meeting.

DRAFT