BOARD OF GOVERNORS

Minutes of the Regular Meeting of the North Island College Board of Governors

Held in room 101, Mixalakwila Campus and virtually via Microsoft Teams
April 16, 2026 @ 1:00p.m.

BOARD MEMBERS PRESENT

N. Arsenault, Community Member, Comox Valley Region, Chair
A. Brady, Chair, Education Council
L. Domae, President & CEO
S. Dores, Community Member, Campbell River Region
P. Gaudet, Support Staff Representative
E. Hardin, Faculty Representative
R. Kishi, Community Member, Comox Valley Region
J. Langille, Community Member, Comox Valley Region, Vice Chair
B. Johnson, Community Member, North Island Region
C. Moglove, Community Member, Campbell River Region
C. Stavness, Community Member, Comox Valley Region
B. Turner, Community Member, Comox Valley Region
V. White, Community Member, Port Alberni Region
J. Whitehead, Student Representative

REGRETS

A. Ankit, Student Representative
J. Jack, Community Member, Port Alberni Region

GUESTS

M. Allison, Director, College Governance & Strategy
T. Bellavia, Vice President, Academic
K. Crewe, Associate Vice President, People, Equity & Inclusion
C. Fowler, Vice President, Finance and College Services
E. Haagerup, Executive Assistant, Leadership Team & Board Operations
K. Haggith, Associate Vice President, College Experience
K. Kuhnert, Vice President, Students & Community Engagement
J. McGillis, Executive Assistant, Leadership Team & Board Operations

GALLERY OBSERVERS

There were 5 virtual gallery observers present including College employees and community members.

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1. CALL TO ORDER

N. Arsenault called the meeting to order at 1:00p.m.

1.1 Acknowledgement of First Nations Traditional Territory

N. Arsenault acknowledged that the meeting was being held in the traditional territories of the combined 35 First Nations of the Nuu-chah-nulth, Kwakwaka'wakw and Coast Salish traditions, on whose traditional and unceded territories the College's campuses are situated.

N. Arsenault welcomed the Board members who were able to attend in person at the Mixalakwila Campus in Port Hardy and those members and observers online.

1.2 Declaration of Possible Conflict of Interest

N. Arsenault invited any Board members to self-declare if they had an actual, potential or apparent conflict of interest at this time.

No declarations of conflict of interest were made by those present.

1.3 Adoption of Agenda

N. Arsenault proposed that Item 3.4, Board Roundtable, be moved to the end of the agenda, subject to remaining available time.

Moved N. Arsenault/ Seconded S. Dores: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE ADOPT THE REGULAR AGENDA OF APRIL 16, 2026, AS AMENDED.

Motion carried

2. CONSENT AGENDA

2.1 Minutes of the Regular Meeting of February 5, 2026

2.2 Executive Committee Regular Minutes, April 2, 2026

2.3 Governance and Board Development Committee Minutes, April 2, 2026

2.4 Finance & Audit Committee Regular Minutes, April 2, 2026

2.5 Correspondence and Information (Agenda item #5)

N. Arsenault noted that a Board member requested item 2.1 Minutes of the Regular Meeting of February 5, 2026, be removed for separate discussion and consideration.

Moved N. Arsenault/ Seconded S. Dores: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE RECEIVES AND APPROVES THE ITEMS INCLUDED IN THE CONSENT AGENDA OF APRIL 16, 2026, WITH THE EXCEPTION OF ITEM 2.1, WHICH WILL BE DISCUSSED AND CONSIDERED SEPARATELY.

Motion carried

2.1 Minutes of the Regular Meeting of February 5, 2026

R. Kishi requested additional discussion of meeting practices and gallery observers from the February 5, 2026, Board meeting.

N. Arsenault recommended amending the minutes of the February 5, 2026, Board meeting to reflect that technical issues at the start of the meeting affected access for Board members and registered observers. A new Microsoft Teams meeting link was subsequently distributed, and the meeting resumed at 1:41 p.m. The matter was referred to the Governance & Board Development Committee, which conducted a fulsome review of Section 6.6 Meeting Practices of the Board Governance Manual. In addition, the college investigated the technical issues and identified a resolution going forward.

J. Whitehead requested an amendment to agenda item 4.5 Expedited Program Impact Assessment Outcomes – Programs Recommended for Suspension, to note that he had self-declared a conflict of interest for that agenda item and therefore did not vote.

Moved B. Turner / Seconded S. Dores: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE RECEIVES AND APPROVES CONSENT AGENDA ITEM 2.1 MINUTES OF THE REGULAR MEETING OF FEBRUARY 5, 2026, AS AMENDED.

Motion carried

3. BOARD BUSINESS

3.1 Board of Governors 2026/2027 Workplan

N. Arsenault noted that Board committee meetings will be scheduled at a later date when the committee chair and membership have been established in the fall, to establish optimal committee meeting attendance.

L. Domae outlined the draft Board of Governors Workplan for the 2026/2027 academic year, noting that the schedule is designed to ensure the Board meets its statutory requirement of a minimum of four meetings per year. The workplan also reflects the Board's direction to hold meetings across all College regions, with a biannual rotation between the West Coast and Port Hardy regions.

Following a fulsome discussion of scheduling options for the Board's annual strategic session, the Board expressed desire to hold the strategic session on two consecutive dates in the fall, plus a single day in March 2027 as a result of the delay of the Provincial Review on Post-Secondary Education being released and the potential impact on strategic planning.

Moved R. Kishi/ Seconded C. Stavness: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVES AND ADOPTS ITS WORKPLAN FOR THE 2026/2027 ACADEMIC YEAR WITH THE NOTED AMENDMENT REGARDING POSSIBLE DATES FOR A TWO-DAY STRATEGIC SESSION AT THE COMOX VALLEY CAMPUS.

Motion carried

3.2 North Island Student Union (NISU) Membership Fee Collection & Remittance

K. Kuhnert explained that as per the College and Institute Act, the Board of Governors directs the College to collect and remit membership fees on behalf of the North Island Students Union (NISU). She noted that this is an annual request and that membership fee amounts are set by the North Island Student Union.

Moved R. Kishi / Seconded S. Dores: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE DIRECT THE COLLEGE TO COLLECT MEMBERSHIP FEES AND REMIT THE SAME TO THE NORTH ISLAND STUDENT UNION, AS OUTLINED IN THEIR FEBRUARY 2026 LETTER FOR THE 2026/2027 ACADEMIC YEAR.

Motion carried

M. Allison left the room at 1:28p.m. and C. Fowler entered the room. M. Allison rejoined the meeting virtually.

3.3 NIC Budget Fiscal Year 2026/2027

C. Fowler outlined the historical context and factors that contributed to the 2026/2027 budget. There were three key considerations in the budget; the financial impact of the changes made by Immigration, Refugee and Citizenship Canada (IRCC) on international enrolment, which caused a projected revenue reduction of $8.2M over a two-year period, which required deficit mitigation strategies to help balance the budget by 2027/2028. There were funding changes for trades training, which included updated rates for apprenticeship trades and additional funding for waitlisted apprenticeship programs, which the College successfully received. The Ministry also directed all institutions to find efficiencies in their operating costs.

C. Fowler presented the 2026/2027 budget with a $650,470 reduced projected deficit. He noted that a revised 2025/2026 budget was approved by the Board of Governors on September 5th, 2025, with a projected deficit of $2M continuing into 2026/2027. As required by the Ministry, any institution projecting a deficit into the next fiscal year is required to submit a deficit mitigation plan. He reported on steps taken to reduce the deficit which include an early retirement incentive program, vacancy management, operating cost savings and reductions and workforce reductions. These mitigation actions helped reduce the deficit from $2M to approximately $550,000 for the 2025/2026 year and $650,470 for 2026/2027.

The Finance & Audit Committee reviewed the budget at their April 2nd, 2026, meeting and recommended it for Board approval and each Board member provided input prior to calling the vote.

The Board had a fulsome discussion of the budget and expressed gratitude and empathized with the difficult decisions that have been made to reach this point.

Moved J. Langille / Seconded B. Turner: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVE THE FISCAL 2026/2027 BUDGET.

Motion carried

4. REPORT ON STRATEGIC ACTIVITIES

4.1 President

4.1.1 President's 2026/2027 Goals & Objectives

L. Domae presented her President's Goals and Objectives for the 2026/2027 academic year which align with the college's mandate letter and strategic goals. She noted that the main theme is navigating change while focusing on the sustainability and evolution of North Island College.

Moved S. Dores / Seconded B. Turner: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVE THE PRESIDENT'S 2026/2027 GOALS AND OBJECTIVES.

Motion carried

4.2 Vice President, Academic

T. Bellavia outlined the process of new course tuition and noted that the three new elective courses on the agenda require Board approval of tuition fees. Enhanced or differential tuition can only be applied to new courses which cannot be used as a core course in an existing program. Differential tuition provides an opportunity for the College to enhance tuition on new courses to better align with costs.

4.2.1 New Course Tuition: Indigenous Studies (IST) 201

T. Bellavia presented the new course tuition for Indigenous Studies (IST) 201: REconciliAction. The proposed tuition for this course is $144.52/credit for domestic and $527.06/credit for international.

Moved R. Kishi/ Seconded B. Turner: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVES THE TUITION FEE FOR INDIGENOUS STUDIES (IST) 201 AT $144.52/CREDIT FOR DOMESTIC AND $527.06/CREDIT FOR INTERNATIONAL, EFFECTIVE FOR THE 2026/27 ACADEMIC YEAR.

Motion carried

4.2.2 New Course Tuition: English (ENG) 191

T. Bellavia presented the new course tuition for English (ENG) 191: Writing with GenAI. The proposed tuition for this course is $144.52/credit for domestic and $527.06/credit for international.

Moved R. Kishi / Seconded B. Turner: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVES THE TUITION FEE FOR ENGLISH (ENG) 191 OF $144.52/CREDIT FOR DOMESTIC AND $527.06/CREDIT FOR INTERNATIONAL, EFFECTIVE FOR THE 2026/27 ACADEMIC YEAR.

Motion carried

4.2.3 New Course Tuition: Engineering (ENR) 250

T. Bellavia presented the new course tuition for Engineering (ENG) 250: Linear Circuits I. The proposed tuition for this course is $144.52/credit for domestic and $527.06/credit for international and a lab fee of $68.58.

Moved R. Kishi/ Seconded B. Johnson: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVES THE TUITION FEE FOR ENGINEERING (ENR) 250, AT $178.30/CREDIT FOR DOMESTIC AND $527.06/CREDIT FOR INTERNATIONAL AND A LAB FEE OF $68.58, EFFECTIVE FOR THE 2026/27 ACADEMIC YEAR.

Motion carried

4.2.4 Update on Program Suspension Process for Credentials Suspended on February 5, 2026

T. Bellavia updated the Board on the program suspension process related to the 15 credentials approved for suspension at the February 5, 2026, Board meeting. As per Policy 3-20 Suspension, Relocation or Cancellation of Academic Credentialled Programs, suspension is defined as an existing credentialled program where the intake of new students is temporarily suspended and removed from the Academic calendar for a period of up to two years.

Following the February 5 Board meeting at which the Board voted in favor of suspension, the Vice President Academic and Associate Vice President, College Experience initiated the procedures of Policy 3-20, which includes a suspension recommendation package, to be reviewed and approved by the Vice President Academic. This package includes a completion (teach-out) plan and a work/resource plan for the 15 programs. T. Bellavia noted that the deans and directors of the respective programs will work with faculty through a three-phase process to determine if a program should be revised or retired and provide a recommendation to the Vice President Academic's office for final decision.

One Board member raised concerns about students being able to complete their courses or program. T. Bellavia emphasized that completion (teach-out) plans are developed through the Registrar's office on an individual student basis to support students in completion, as per the administrative practice within the College.

In response to a Board member's question about community stakeholder consultation, T. Bellavia noted the second phase includes a feasibility study which incorporates stakeholder input.

4.4 Chair, Education Council

4.4.1 Education Council Report

A. Brady noted that the Education Council met on March 13th, 2026, and has moved their internal elections to the spring to align with the revised Election Rules and Regulations set by the Registrar.

5. INFORMATION

The Board received the following information items:

5.1 Board Workplan, 2025/2026
5.2 College Highlights, April 2026
5.3 Commonly used acronyms
5.4 Link to Board bylaws and policies

6. NEXT MEETING DATES

6.1 Regular meeting – Thursday June 18th, 2026, at the Comox Valley Campus

7. BOARD ROUNDTABLE

The Board had a brief roundtable; highlights included the Indigenous Education Council (IEC) retreat held from March 4-6th, Board committee meetings, and a shared desire to look to the future of the College and continue working towards a structural balanced budget.

8. ADJOURNMENT

MOVED N. Arsenault/ SECONDED S. Dores: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE ADJOURN ITS REGULAR MEETING OF APRIL 16, 2026.

Motion carried

Time: 3:06p.m.

N. Arsenault, Board Chair

E. Haagerup, Executive Assistant,
Leadership Team & Board Operations