

<p>NORTH ISLAND COLLEGE BOARD OF GOVERNORS REGULAR MEETING TO BE HELD IN KOMOUX HALL BOARDROOM, COMOX VALLEY CAMPUS THURSDAY, APRIL 19, 2018 @ 1:00 PM</p>

AGENDA

Topic	Attachment	Action	Time
1. CALL TO ORDER			
1.1 Acknowledgement of First Nations Traditional Territory			
1.2 Adoption of Agenda		To adopt	(1 min)
2. CONSENT AGENDA			
2.1 Minutes of the Regular Meeting of March 22, 2018	✓	To approve	
2.2 Executive Committee Report	✓	Information	
2.3 Finance and Audit Committee Report	✓	Information	
2.4 Regional Highlights Report	✓	Information	
2.5 Correspondence and Information (Agenda item #5)	✓	Information	(2 mins)
3. BOARD BUSINESS			
3.1 Board Objectives/Action Items Log as of April 19, 2018	✓	To discuss	(15 mins)
3.2 Roundtable Regional Reports		Information	(20 mins)
4. REPORTS ON STRATEGIC ACTIVITIES			
4.1 President			
4.1.1 President's Report, April 2018	✓	Information	(15 mins)
4.2 Executive Vice President, Academic			
4.2.1 Approval of New Credential and Tuition: Aboriginal Leadership Certificate	✓	To approve	(10 mins)
4.2.2 Approval of Tuition and Lab Fees: THM 175 Mixology and Oenology; THM 276 Food & Beverage Management	✓	To approve	(10 mins)
4.3 Vice President, Finance and Facilities			
4.3.1 2018/19 Budget Approval	✓	To approve	(15 mins)
4.4 Vice President, Strategic Initiatives			
4.4.1 Strategic Initiatives Division Update		Information	(5 mins)
4.4.2 NIC Foundation Report		Information	(5 mins)

5. CORRESPONDENCE AND INFORMATION
(attachments)

- 5.1 Board of Governors Calendar of Events 2018
 - 5.2 President's Budget Letter, April 2018
 - 5.3 CICan Pre-Conference Schedule, April 27-28, 2018
 - 5.4 AEST letter – one-time funding for Health Care Assistant program on Denman/Hornby Island
-

6. NEXT MEETING DATES

- Regular meeting – Thursday, June 14, 2018,
Comox Valley Campus
-

7. ADJOURNMENT

2:40 pm

**MINUTES OF THE REGULAR MEETING OF THE
NORTH ISLAND COLLEGE BOARD OF GOVERNORS
HELD IN C228, CAMPBELL RIVER CAMPUS
THURSDAY, MARCH 22, 2018**

BOARD MEMBERS

PRESENT

D. Lamb, Community Member, Campbell River Region, Chair
J. Murphy, Community Member, Comox Valley Region, Vice Chair
J. Bowman, President
R. Everson, Community Member, Comox Valley Region
K. Gibson, Faculty Representative
R. Grant, Community Member, Campbell River Region
J. Kortlever, Student Representative
D. Lightfoot, Chair, Education Council
E. Mosley, Community Member, Port Alberni Region
C. Reyno, Support Staff Representative

VIA TELECONFERENCE

J. Atherton, Community Member, Comox Valley Region
N. Schofield, Student Representative

BOARD MEMBERS ABSENT

B. Bell, Community Member, Comox Valley Region

ALSO PRESENT

T. Bellavia, Associate Vice President, Access and Regions
K. Crewe, Director, Human Resources and Organizational
Development
L. Domae, Vice President, Learning and Students
C. Fowler, Vice President, Finance and Facilities
R. Heidt, Vice President, Strategic Initiatives
T. Pather, Executive Director, Office of Global Engagement
R. Reid, Executive Assistant, Board of Governors

1. CALL TO ORDER

D. Lamb called the meeting to order at 2:06 p.m.

1.1 Acknowledgement of First Nations Traditional Territory

D. Lamb acknowledged that the meeting is being held in the traditional territory of the We Wai Kai and We Wai Kum First Nations.

1.2 Adoption of Agenda

D. Lamb suggested moving items under 4.3 Vice President, Strategic Initiatives to 4.2 ahead of items under Vice President, Finance.

Moved K. GIBSON/Seconded E. MOSLEY: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE ADOPT THE REGULAR AGENDA OF MARCH 22, 2018 AS AMENDED.

Motion carried

2. CONSENT AGENDA

J. Murphy presented the consent agenda, reminding Board Members that any item can be pulled out for discussion and deliberation upon request.

- 2.1 Minutes of the Regular Meeting of January 25, 2018
- 2.2 Executive Committee Report
- 2.3 Finance and Audit Committee Report
- 2.4 Regional Highlights Report
- 2.5 Correspondence and Information (Agenda item #5)

Moved C. REYNO /Seconded R. EVERSON: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE RECEIVES AND APPROVES THE ITEMS INCLUDED IN THE CONSENT AGENDA OF MARCH 22, 2018.

Motion carried

3. BOARD BUSINESS

3.1 Board Objectives/Action Items Log as of March 22, 2018

J. Bowman summarized updates on the matrix, noting that the document guides the Board on what it has achieved so far based on its annual objectives.

The Board discussed Aboriginal Education and Indigenization Objective #6 - Increase knowledge and awareness through Board development and education (e.g. Truth and Reconciliation Commission (TRC) Calls to Action related to post-secondary education) and agreed to hold a separate meeting to focus on the TRC report recommendations in June. Members of the Education Council and Aboriginal Education Council may be invited to join the meeting.

J. Murphy noted Student Experiences and Success Objective #1 - Review progress relative to all Plan 2020 priorities and goals and referred to the Institutional Accountability Plan and Report (IAPR) in finding key performance indicators that may be culled from the report for the Board to consider. L. Domae reported that although the IAPR follows a government template, key aspects on student experience and success may be lifted from the report and presented to the Board. The IAPR will go to the June 14th Board meeting for approval to be followed by a presentation of key indicators to the Board at its September meeting.

3.2 Board Meeting and Planning Schedule 2018/19

Moved C. REYNO / Seconded R. EVERSON: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVES THE 2018/19 BOARD MEETING AND PLANNING SCHEDULE AS PRESENTED.

Motion carried

3.3 Roundtable Regional Reports

J. Murphy participated in a community health network session/forum spearheaded by NIC's Nursing Department and attended by more than 150 people. She was one of eight panelists, three of whom were NIC graduates. J. Murphy was pleased to share that the panel identified the College as a strength in the area of community health, adding that the panel also identified housing and homelessness as a top Comox Valley issue.

E. Mosley attended the Film and TV Crew Training program wrap up celebration event in Parksville on February 2nd. He noted the ripple effect of the training program as the film and TV industry is now a fast-growing industry in BC.

D. Lightfoot participated at the high school open house in the Comox Valley Campus on February 25th, commenting how well-organized the event was. D. Lamb also volunteered at the open house and recommend that other Board Members do the same as it was worth interacting high school students coming from different parts of the North Island participating in the various events organized by the College.

C. Reyno thanked management on CUPE staff's behalf for tickets to March 23rd's Wine Festival organized by the College's Tourism and Hospitality students. J. Bowman reported that the tickets were given out to staff in recognition of their work this winter term.

R. Everson spoke at a School District #71 student event about reconciliation and leadership and how the community can move forward following the TRC report. He also reported that the Kumugwe Cultural Society received funding for the development of a project on Kumugwe traditions. He is also helping set up an art exhibition on the potlatch tradition in April that is partly funded by local governments.

N. Schofield left the meeting at 2:40 p.m.

J. Atherton reported that the Canadian Mental Health Association (CMHA), of which she is a Board Member, received its mandate letter from the Provincial Government. She suggested that it could be something that the NIC Board might want to talk about. L. Domae reported that the College is aware of the Healthy Minds, Healthy Campuses initiative co-sponsored by the CMHA and the Canadian Institute for Substance Use Research. As resources permit, the College will be implementing opportunities to build capacity in campus mental wellness.

A number of the Board Members were also pleased to have met and interacted with NIC students over lunch on March 7th, giving them the opportunity to directly hear from students about their experiences at the College.

4. REPORTS ON STRATEGIC ACTIVITIES

4.1 President

4.1.1 President's Report, January 2018

J. Bowman participated at the meeting of the Student Housing Planning and Advisory Committee on February 16th, noting that the Committee was well represented by members of faculty and staff. At the meeting, a Scion Group representative reported on an online student housing survey participated in by around 600 students.

J. Bowman also reported on the formal signing on March 4th of the College's partnership with the Comox Valley Community Justice Centre in support of the annual Campagnolo Lecture Series on Restorative Justice. He added that preparations are underway for the Minister of Advanced Education, Skills and Training visit to the Campbell River campus.

J. Bowman and D. Lamb attended the BC Colleges Council of Presidents and Board Chairs Meeting in Victoria on February 26th. Regarding the annual CIGan conference, J. Bowman reported that over 75 participants have registered for the pre-conference forum hosted by the College.

4.2 Vice President, Strategic Initiatives

4.2.1 Strategic Initiatives Division Update

R. Heidt reported that the College has received an additional \$1 million grant from the Natural Sciences and Engineering Research Council of Canada (NSERC) which allows Dr. Stephen Cross to continue his work as Industrial Research Chair in Sustainable Aquaculture for NIC's Centre for Applied Research (CARTI). A highlight of Dr. Cross' work is in the kelp industry which has an estimated value of \$10 billion per year worldwide. The grant will also allow CARTI to work with scientists from the BC Centre for Aquatic Health Sciences and thereby expand its research into the BC salmon farming and shellfish industries.

R. Heidt also highlighted a feature on the NIC and its dual credit programming work in Maclean's Magazine's College and University Program Guide.

4.2.2 NIC Foundation Report

R. Heidt reported that this year, a record high of more than \$375,000 in more than 415 scholarships and bursaries are available to students. Including external awards in partnership with other organizations, the actual total would be around \$432,500 worth of awards available this year to 438 students, an increase of almost 50% from last year.

Regarding the Campbell River fundraising campaign, R. Heidt reported that its Campaign Leadership Cabinet is set to meet sometime in April to review the campaign video and materials in order to start meeting with potential donors.

4.2.3 Campbell River Campus Project Update

The meeting viewed the campaign video which featured an overview of the Campbell River Campus expansion and renovation project.

4.3 Vice President, Finance and Facilities

4.3.1 Draft 2018-19 Budget

C. Fowler presented the draft 2018-19 Budget which will be updated as funding letters arrive before year end. A final 2018-19 Budget will be presented to the Board at its April 19th meeting for approval. C. Fowler will also provide a report showing how the College has been funded over a period of 10 years.

Regarding what can be done for at-risk, former youth in care, the College will look into working with the Vancouver Island University which has done extensive work with this youth group. J. Bowman also reported that the Budget will allow the College to hire one more full-time recruiter in addition to the current one FTE.

4.3.2 Tebo Lease Renewal

C. Fowler reported that the Tebo lease is fully funded by Government but will need Board approval to renew it. J. Bowman noted that the College's 5-year capital plan includes a replacement of the Tebo facilities with a permanent Trades wing at the Port Alberni Campus.

Moved E. MOSLEY / Seconded R. GRANT: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVES THE ACQUISITION THROUGH LEASE OF 4751 TEBO AVENUE IN PORT ALBERNI FOR THREE (3) YEARS WITH AN OPTION TO RENEW FOR A FURTHER THREE (3) YEARS TO PROVIDE FACILITIES FOR THE COLLEGE PROGRAMS OPERATING OUT OF THE PORT ALBERNI CAMPUS.

Motion carried

4.3.3 Deferral of Year End Surplus

C. Fowler reported the College is requesting the Ministry to earmark surplus funds for the Campbell River Campus expansion project. A letter has been sent to the Ministry requesting to restrict \$600,000 of NIC's operating grant in 2017/18 for renovation components of the campus expansion project with the understanding that such restriction will not impact the College's future years' operating grant funding received from the Province. Should the Ministry not grant approval of the request, the matter will be brought back to the Board at its April 19th meeting.

Moved R. GRANT / Seconded J. KORTLEVER: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVES THE USE OF \$600,000 OF THE COLLEGE'S PROJECTED SURPLUS TOWARDS COLLEGE'S REQUIRED CONTRIBUTION TO THE CAMPBELL RIVER EXPANSION PROJECT.

Motion carried

4.4 Chair, Education Council

4.4.1 Education Council Report

The Board received the Education Council Report.

5. CORRESPONDENCE AND INFORMATION

The Board received the following information items:

- 5.1 Board of Governors Calendar of Events 2018
- 5.2 NISU and Federation Membership Fees Letter, 2018-19
- 5.3 MAEST Letter of Appreciation to G. Phelps
- 5.4 2018/19 Governments' Mandate Letter

6. NEXT MEETING DATES

- 6.1 Regular meeting – Thursday, April 19, 2018, Komoux Hall, Comox Valley Campus
- 6.3 In-camera meeting – Thursday, April 19, 2018, immediately following the regular meeting

7. ADJOURNMENT

The meeting adjourned at 3:31 p.m.

Derek Lamb, Chair

Rachel Reid, Executive Assistant

NORTH ISLAND COLLEGE BOARD OF GOVERNORS
April 19, 2018

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**
 2.2 Executive Committee Report

The Executive Committee met on Tuesday, April 10, 2018 with Bruce Bell, John Bowman and Rachel Reid in attendance. Derek Lamb and Roy Grant participated via teleconference.

The Committee reviewed the following items:

- Meeting agendas and schedule of activities for April 19, 2018;
- Draft minutes of the March 22, 2018 Board meeting;
- Board objectives, 2018;
- Board evaluation, 2018
- Proposed Executive Committee meeting dates for 2018/19;
- Proposed advocacy meetings with local MLAs.

Chair's Updates

D. Lamb reported positively on AEST Minister Mark's visit to the Campbell River campus on March 26th. J. Bowman will be following up with Assistant Deputy Minister Tony Loughran regarding the College's request for appointments and reappointment.

President's Report

J. Bowman reported that C. Fowler has been invited to participate in the BC Provincial student housing committee. The College has been working closely with the Scion Group in developing a business case for housing at the Comox Valley campus. J. Bowman also reported additional grant funding from the government for various program initiatives. He also briefly reported on the President's 360 Feedback evaluation which was recently concluded and will be reported to the Board together with an action plan.

J. Bowman informed the Committee that registration for the CICan pre-conference that NIC is hosting is going well with over 80 registrations so far from about 30 post-secondary institutions.

Joint Meeting with EdCo and Aboriginal Education Council

D. Lamb stressed that the joint meeting should be separate from the Board's meetings and asked to consider holding the joint meeting in either late May or early June.

Annual Board Evaluation

The Committee decided to use the same evaluation tool from last year and consider adopting a more robust evaluation process as discussed at the 2017 AGB workshop in year 2019/20, perhaps engaging a third party consultant to conduct the evaluation.

Advocacy Meetings with Local MLAs

J. Bowman suggested that, instead of making an advocacy trip to Victoria to meet with government officials, effort should be made at meeting with the local MLAs Claire Trevena, Scott Fraser, Ronna Rae Leonard as well as MPs Rachel Blaney and Gord Johns. The agenda for these meetings will be similar to past years' advocacy meetings which include information on the College's plans, priorities and goals. The proposed group would include two to three members of the Committee including J. Bowman plus the Board's regional representative like E. Mosley in meeting with MLA Scott Fraser.

Proposed Executive Committee Schedule 2018/19

Committee members present at the meeting agreed with the proposed dates but R. Reid will confirm with J. Murphy if those dates would work for her.

Finance and Audit Committee
Tuesday April 3, 2018 2:00 pm
Komoux Hall Boardroom, Comox Valley Campus

Members present: K. Gibson (Chair), B. Bell, N. Schofield (via phone)

Member absent: E. Mosley

Resources: C. Fowler (VP, Finance & Facilities), S. Fleck (Director, Finance)

Call to Order

K. Gibson called the meeting to order at 2:00 pm.

Approval of Agenda

The Committee approved the agenda as presented.

2018/19 Budget

C. Fowler provided a summary of the 2018/19 budget which will go to the April 19 Board meeting for approval. Some of the highlights of the budget are:

- Increase of \$328,000 for Coastal Forestry program;
- Increase of \$466,000 for Health Care Assistant program for implementation in the Mount Waddington, Campbell River and Comox Valley campuses;
- Increase of about \$400,000 in base operating fund to cover known wage increases;
- Additional \$300,000 for Adult Upgrading.

C. Fowler also reported that the Provincial budget includes \$450 Million for student housing debt financing with an additional \$30 Million in grants available for rural colleges. The College also received \$100,000 from the Province to develop a program for computer information systems. It is also expected that NIC will receive additional funding for about 40 student FTEs for this program by FY 2020/2021.

Regarding the Province's payroll tax, C. Fowler commented that the new payroll tax will cost the College more than the cost of MSP premiums which the Province eliminated this year. He estimates that once the new tax is implemented, it will cost the College around \$150,000 a year more than the MSP savings.

C. Fowler reported that International Education revenue is up \$2.9 Million based on an assumption of 400 FTE continuing in the fall and winter terms (including international students targeted to register for the Campbell River campus programs) and 150 part-time students in the spring/summer term.

C. Fowler added that majority of the increase in revenues are spent on wages and salaries.

B. Bell suggested that C. Fowler provide a summary on changes in operating grant and international education for the Board's information.

It was noted that the use of investment income to fund current operating costs be limited to 3% of the market value of the investments as per policy 6-15. The amount of investment income on the draft budget is slightly higher than the 3%. There was some discussion as to the 3% limitation in the policy.

NIC Investment Manager

C. Fowler discussed new procurement rules affecting government entities, adding that based on these new rules, the College is no longer required to go through an RFP process to identify an investment manager. The College however will identify one based on the new procurement process and the College's needs. The Committee discussed the College's investment policy and will assess the need to discuss the procurement process in a future Committee meeting.

Risk Management Planning

C. Fowler informed the Committee that the Senior Leadership Team will discuss the draft policy at its next meeting.

Large Payments Report

The Committee reviewed the large payments report.

The next Finance and Audit Committee is on May 29, 2018. Audit firm KPMG will be invited to present the College's 2018/19 financial statements at this meeting.

Kim Gibson
Committee Chair

**REPORT TO NORTH ISLAND COLLEGE BOARD OF GOVERNORS
REGIONAL HIGHLIGHTS
April 2018**

OFFICE OF GLOBAL ENGAGEMENT

Field School Departure Sessions

Submitted by Cathy Mutis

The Cebu field school pre-departure meeting took place on April 3, 2018 for the eight students leaving for the Philippines on May 1, 2018. In addition, the Crete field school pre-departure meeting took place on April 6, 2018 for the 13 students that will depart for Greece on May 1, 2018! One student will be departing for the Copenhagen exchange in Denmark on April 26, 2018.

Spring 2018 Orientation

The spring 2018 orientation for incoming international students is fast approaching. NIC is currently expecting approximately 60 students to attend the event on April 25, 26 and 27, which will include general activities such as campus tours, introductions to Canadian culture and working in groups. On April 27, students will enjoy a day field trip to Elk Falls Provincial Park.

STUDENT SERVICES AND REGISTRAR

Peer Tutoring

Submitted by Erin McConomy, Peer Tutor Coordinator & Writing Support Faculty

Our peer tutoring program has continued to be robust this semester with 32 active tutors, primarily at the Comox Valley Campus, but also at our Port Alberni and Campbell River campuses. These tutors have had over 600 student appointments as of the first week of April. By far the busiest tutors are in business and math, but our English, nursing and trades tutors are keeping busy as well.

We will be continuing the peer tutoring program going over the spring and summer semesters this year. Ten returning and one new tutor are already lined up to tutor between May and August giving us coverage in virtually all of the courses being offered in these semesters.

Student feedback on their experiences with peer tutoring have been consistently positive, including the following:

“Great to review concepts and refresh memory, love to walk through concepts step by step. Extremely valuable.”

“The peer tutoring program has greatly helped me with courses that I was having a bit of trouble in.”

Writing Support

Writing Support has been consistently busy since the middle of January. The faculty providing writing support have seen students from all different courses and disciplines, and both international and domestic students. We have had approximately 600 student appointments to date and an occupancy rate of 75% consistently through late February, March, and early April.

Our online writing support offered through the WriteAway consortium has also been busy this semester. We have seen 107 submissions from NIC students this semester, which is a 175% increase over last year in the same period. It is also a strong 1/15 of the total submissions from the 15 participating institutions across BC (which include much larger institutions like the University of British Columbia, Simon Fraser University, British Columbia Institute of Technology, Vancouver Community College and Douglas College).

Both of these writing supports for NIC students will also be available for the 2018 spring and summer semesters.

Board of Governors Objectives/Action Items Log 2018

<u>NIC Strategic Priority</u>	<u>Board Objectives</u>	<u>Action Items</u>	<u>Assigned to/Completed by</u>
Student Experiences and Success	1. Review progress relative to all Plan 2020 priorities and goals.	<ul style="list-style-type: none"> - Monitor/review reports and Key Performance Indicators (KPI's) (e.g student outcomes and survey results). - Cygnus Management Consultants to conduct 2018 presidential assessment (BOG in-camera meeting November 2017) 	<ul style="list-style-type: none"> - J. Bowman, September 2018 - PPCC / Spring 2018
High quality, relevant, responsive curriculum and programs	2. Increase awareness and understanding of Education Council role and processes.	<ul style="list-style-type: none"> - Members to attend at least one EdCo meeting - Board members to attend Education Council meetings - Education Council Chair to present educational briefing to Board 	<ul style="list-style-type: none"> - All / 2018 - J. Murphy, R. Grant & J. Kortlever attended EdCo - January 25, 2018
	3. Increase awareness and knowledge of educational programming and student services through Board education activities.		
Access to learning and services across the region	4. Increase Board members' local engagement and region-wide visibility.	<ul style="list-style-type: none"> - Regional (PA, MW, CR) board members to attend Regional Learning Council meetings.(BOG retreat – October 2017) 	All / 2018
Aboriginal Education and Indigenization	5. Increase recognition and incorporation of appropriate First Nation protocols in governance related activities.		
	6. Increase knowledge and awareness through Board development and education (e.g. TRC Calls to Action related to post-secondary education).	<ul style="list-style-type: none"> - Joint meeting with EdCo and Aboriginal Education Council with focus on TRC recommendations 	June 14, 2018

Board of Governors Objectives/Action Items Log 2018

<u>NIC Strategic Priority</u>	<u>Board Objectives</u>	<u>Action Items</u>	<u>Assigned to/Completed by</u>
International Education and International-ization	7. Support Global Engagement initiatives through attendance at related events.		
	8. Engage in strategic thinking discussion regarding International Education in the context of College Mandate, Mission, and Values.	Board to focus discussion on international education around strategic dialogue/planning at a higher Board level; T. Pather to make a presentation at future Board meeting (BOG retreat – October 2017)	- J. Bowman / March 7, 2018
People, Organization, Culture	9. Increase Board visibility with college employees and students through attendance at college and community events, etc.	Announcement and invitation to regular Board meetings to be posted on myNIC portal prior to meetings (BOG retreat – October 2017) Host Board of Governors “meet and greet” socials with employees and students on alternate years (BOG retreat – October 2017)	- J. Bowman / Ongoing
Resources, Investment, Sustainability	10. Undertake government relations and advocacy initiatives.	Meet with MLAs and Cabinet ministers, highlight key priorities and issues.	- Late spring 2018
	11. Strengthen communication and collaboration with NIC Foundation (NICF).	NIC Board representative to become member and attend NICF Board of Directors meetings.	- J. Kortlever sits as BOG rep
	12. Support Campbell River Campus Capital Campaign.	Follow-up reports to Board (BOG in-camera meeting February 2016)	- J. Bowman / Ongoing
Update on fundraising campaign (BOG in-camera meeting, March 2014; BOG meeting September 2015)		- J. Bowman / Ongoing	
Active Connections to Community	13. Attend community events and foster relationships within regional communities.		- All / 2018
College Identity and Brand	14. Individually and collectively communicate positive messages and success stories.		- All / 2018
Other Areas	15. Develop and approve new Risk Management Policy.	Develop a Board-level policy on risk management (BOG retreat – October 2017)	- J. Bowman / Spring 2018

Board of Governors Objectives/Action Items Log 2018

<u>NIC Strategic Priority</u>	<u>Board Objectives</u>	<u>Action Items</u>	<u>Assigned to/Completed by</u>
	16.	Evaluate committees' performance (BOG meetings May and September 2015)	- All committees / Ongoing
	17.	Policy and/or bylaw updates (unruly behavior in meetings) (GHR Committee meetings October 2014)	- GHR Committee / Ongoing
	18. Investment Portfolio Management	RFP to be posted based on College Policy 6-15 Long Term Investments; Genus Capital to provide update on College portfolio (Finance & Audit Committee meeting, November 2017)	- March 22, 2018



OFFICE OF THE PRESIDENT

PRESIDENT'S REPORT TO THE BOARD OF GOVERNORS

Prepared by John Bowman

This report covers the time period from March 23 to April 18, 2018. It is intended to provide an overview (not an exhaustive list) of the activities and events that the President has participated in during the time period. Other information notes are also provided under the related NIC Plan 2020 Strategic Priority headings. In some cases, items may be related to more than one strategic priority.

Student Experiences and Success

Tourism and Hospitality Program – Wine Festival

On March 23, students from the Convention and Special Event Management course of the Tourism and Hospitality program organized the “Under the Stars” Wine Festival event at the Florence Filberg Centre in Courtenay. It was my pleasure to act as the master of ceremonies for the evening which included wine tasting (20 winery and craft beer suppliers attended), appetizers, a silent auction, as well as wine and cheese seminars. The event was a great success with over 250 people attending. Funds raised through the event support student bursaries for the program.

Aboriginal Education and Indigenization

Campbell River Gathering Place – Phase II

The first meeting of the Campbell River Campus Gathering Place – Phase II Project Committee will be held on April 24. Members of the Committee include representatives from the local First Nations, Aboriginal organizations, students, Elders and college employees.

People, Organization, Culture

Campus Town Hall Meetings

On April 10, 11, and 12 I hosted Town Hall Meetings at the Port Alberni, Comox Valley and Campbell River campuses. The agenda for the meetings included: an overview of the draft 2018/19 College Budget, New and Additional Program and Service Funding, Campbell River Campus Expansion and Renovation Project Video, update on planning for Student Housing at the Comox Valley Campus, college Administrative Roles and Organizational Structure and International Education.

Diversity Matters

On March 23, I chaired a meeting of the Diversity Matters Working Group (DMWG). The meeting agenda focused on the process to analyze and report on employee feedback data garnered during the Campus Conversations held last fall. Results of the student survey and employee information will be summarized and presented in a report by the DMWG, for inclusion in the Annual Accountability Plan and Report (IAPR) to be presented to the Board of Governors in June 2018.

Active Connections to Community

Rotary – People of Action - Time to Celebrate

On April 5, I attended and spoke at the Comox Valley Rotary Clubs' event held at the Native Sons Hall in Courtenay to commemorate 30 years of men and women working together in Rotary to make a difference. I had the pleasure to thank the Rotary community for the support they provide to the College and for students. A portion of the funds raised at the event has been donated to the NIC Foundation to establish a bursary for a single parent student.

Comox Valley Project Watershed – [Kus-kus-sum](#)

On April 5, the College and Project Watershed held information sessions for students and employees about the Kus-kus-sum project. Kus-kus-sum is the name given to the environmental restoration project being undertaken for the former [Field Sawmill site](#).

Comox Valley ElderCollege

On April 16, I was invited to present the findings and outcomes from my 2017 Sabbatical Project to the ElderCollege Executive Committee.

Other Topics

AEST Minister Visit to Campbell River Campus

On March 26, the Honourable Melanie Mark, Minister of Advanced Education and Skills Training visited the Campbell River Campus. The Minister's visit included a traditional welcome to the territory of the We Wai Kai First Nation by Elder June Johnson, lunch prepared by the Culinary Arts students, a video overview of the Campbell River Campus Expansion and Renovation project; a campus walkabout and visits with Practical Nursing, Electrical, Industrial Automation, and Trades Sampler programs students. During the Minister's visit we expressed appreciation for the recent program and service funding allocations, and urged government support for college needs and priorities including student housing at the Comox Valley Campus. We discussed NIC's participation on the Provincial Student Housing Committee. The Minister indicated she enjoyed her time at the campus, and was positively impressed by her interactions with students and college faculty. The media release regarding the Minister's visit is available [here](#).

CICan Pre-conference Forum, April 27-28

On April 27-28, we will host the Colleges and Institutes Canada (CICan) Pre-conference Forum for Colleges and Institutes Serving Rural, Northern and Remote Communities. As of April 6, approximately 80 participants from 30 institutions across Canada are registered to attend. The Forum offers us an excellent opportunity to learn from other institutions and to showcase some of the great work being done at NIC. The final Forum schedule of events and presentations is now available at this link to the [program](#).

CICan Annual Conference, April 29-May 1

The 2018 Annual Conference of Colleges and Institutes Canada (CICan) will be held in Victoria (April 29-May 1) and is hosted by Camosun College. The conference in Victoria provides those of us attending from NIC with a unique opportunity to capitalize on the program for individual, team and organizational learning and development. The final conference program is now available online at this [link](#) and the CICan 2018 Conference app is available at the App Store.

BC Colleges (BCC) Council of Presidents (COP)

On April 6 and April 10, I participated in the BC Colleges Executive Committee and Council of Presidents meetings via teleconference. The agendas for both meetings included: an update on provincial government developments, including year-end funding allocations; a debrief of the recent BCC Presidents Study Tour to Ireland; planning for the College Presidents Strategic Retreat; the Board Governance Workshop, Fall 2018; and, Post-secondary Employers' Association,.

Board Executive Committee

On April 10, I participated in the College Board Executive Committee meeting. I provided the Committee with brief updates on a variety of topics and we reviewed the schedule and agendas for the April 19, 2018 Board of Governors meetings.

NORTH ISLAND COLLEGE BOARD OF GOVERNORS
April 19, 2018

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 Approval of New Credential: Aboriginal Leadership Certificate**
- Approval of Tuition for the following new courses within the Aboriginal Leadership Certificate Program:**
- ABG 100 Histories and Impacts of Colonization**
 - ABG 102 Governance and Organizational Structure**
 - ABG 103 Vision, Values, Philosophies and Ethics**
 - ABG 105 Politics, Policy and Practices**
 - ABG 110 Community Development and Planning**
 - ABG 111 Economic Development**
 - ABG 115 Human Resources**
 - ABG 120 Communications**
 - ABG 125 Finance**

Background:

The Aboriginal Leadership Certificate (ALC) has been developed in consultation with local First Nations and Aboriginal organizations in the regions we serve. The program is designed to meet the increasing need for Aboriginal leaders in various levels of Aboriginal governance, administration and management.

After many informal discussions with First Nations in the region, the concept of an ALC program was discussed at the North Island College Aboriginal Education Council meeting in January 2016. Members of the Council confirmed the need for a leadership certificate program and expressed their support and commitment to be involved in its development and delivery.

Engagement was completed with First Nations communities, schools, urban Aboriginal agencies and Métis organizations to ensure relevancy and responsiveness to their needs. Input, advice and guidance was received regarding program development, specifically leadership values and competencies, desired program courses and content, program delivery, and resources. Communities echoed the need for the certificate program to be accessible, to support organizational and leadership development and to have academic transferability and laddering opportunities within North Island College and other post-secondary institutions.

The Aboriginal Leadership Certificate is designed to support the development of skills and knowledge to satisfy the hiring criteria for leadership positions in Aboriginal communities and to address the workforce requirements for leadership jobs in the region and throughout BC.

The Aboriginal Leadership Certificate goals are to:

- Contribute to developing leadership skills and building human resource capacity in Aboriginal communities, to meet workforce needs of First Nations governance and administration, and for leadership and management positions in all sectors (business, education, health and social services, etc.)
- Enable students in the North Island region to complete a full year of studies in or near their home communities with a post-secondary certificate awarded
- Establish transferability and laddering to programs at North Island College and at other institutions for students who wish to continue their education
- Ensure culturally relevant leadership training by integrating Aboriginal teachings and perspectives
- Deliver the Aboriginal Leadership Certificate Program starting September 2018

Curriculum: 30 credits

Course Code	Course Title	Credits
ENG 160	Effective Organizational Writing	3
ABG 100	Histories and Impacts of Colonization	3
ABG 102	Governance and Organizational Structure	3
ABG 103	Vision, Values, Philosophies and Ethics	3
ABG 105	Politics, Policy and Practices	3
ABG 110	Community Development and Planning	3
ABG 111	Economic Development	3
ABG 115	Human Resources	3
ABG 120	Communications	3
ABG 125	Finance	3

The Aboriginal Leadership Certificate received approval from Education Council on April 6, 2018.

Tuition Fees:

Program development was supported by funding secured through an application to the Post-Secondary Partnerships Program offered through the Government of Canada. The inaugural program offering scheduled for Fall 2018 is possible because of one-time funding provided by the Ministry of Advanced Education, Skills and Training. It is anticipated that in future years, this program will continue to be offered with the assistance of one-time funding.

The Province of British Columbia’s Tuition Limit Policy allows institutions to set the initial tuition and mandatory fee rates for new instructional programs in the first year.

Action:

For the Board's discussion and approval.

Suggested Resolutions:

THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVE THE CREDENTIAL: ABORIGINAL LEADERSHIP CERTIFICATE.

THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVE THE TUITION FEE OF \$123.44 PER CREDIT FOR:

- ABG 100 Histories and Impacts of Colonization**
- ABG 102 Governance and Organizational Structure**
- ABG 103 Vision, Values, Philosophies and Ethics**
- ABG 105 Politics, Policy and Practices**
- ABG 110 Community Development and Planning**
- ABG 111 Economic Development**
- ABG 115 Human Resources**
- ABG 120 Communications**
- ABG 125 Finance**

EFFECTIVE AUGUST 15, 2018.

NORTH ISLAND COLLEGE BOARD OF GOVERNORS
April 19, 2018

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 Approval of Tuition and Lab Fees for:
THM 175 Mixology and Oenology
THM 276 Food and Beverage Management

Background:

The Tourism and Hospitality certificate and diploma programs at North Island College provide students with the skills and knowledge to prepare them for a career in a growing industry. The BC 2025 Labour Economic Outlook predicts tourism and hospitality will be among the most in demand occupational groups requiring post-secondary training in BC, with more than 10,500 job openings to 2024.

The food and beverage courses within the certificate and diploma programs have been re-conceptualized to provide a stronger theoretical and practical foundation. Two new elective courses have been developed, THM 175 Mixology and Oenology in year one and THM 276 Food and Beverage Management in year two. THM 175 and THM 276 were approved by Education Council on December 15, 2017.

THM 175 Mixology and Oenology is a new elective course in the Tourism & Hospitality certificate and diploma programs. This course is a combination of theory, demonstration and practical experience in the classroom, bar lab and through field trips and guest speakers.

THM 276 Food and Beverage Service is a new elective course that will be offered in the Tourism & Hospitality Management diploma programs in the 2018/19 academic year. This course is designed to build the theoretical, practical skills and knowledge necessary to become a food and beverage manager.

Rationale:

Under the Province of British Columbia's Tuition Limit Policy, institutions may set the initial tuition and mandatory fee rate for new instructional programming in the first year.

The requested tuition for both THM 175 and THM 276 is based on the previously established tuition for elective tourism courses of \$123.44 per credit.

Lab fees for THM 175 and THM 276 will be used to cover the supply costs. A lab fee of \$143.37 per course is proposed.

Action:

For the Board's discussion and approval.

Suggested Resolution:

THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVE TUITION FEES OF \$123.44 PER CREDIT AND LAB FEES OF \$143.37 PER COURSE FOR THM 175 MIXOLOGY AND OENOLOGY AND THM 276 FOOD AND BEVERAGE MANAGEMENT, EFFECTIVE AUGUST 15, 2018.

**NORTH ISLAND COLLEGE BOARD OF GOVERNORS
APRIL 19, 2018**

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 Fiscal 18/19 Budget (*attachment*)

The draft F18/19 budget prepared by management for Board review is included in the meeting package. As required under the College and Institute Act, it is a balanced budget. Senior Leadership Team (SLT) has reviewed the budget, believes it is achievable and recommends it for approval.

The Finance and Audit Committee met on April 3rd to review the draft budget, focusing on material changes from prior year. An earlier draft of the budget was reviewed by both the Finance and Audit Committee and the Board in March.

There have been some changes to the draft budget since it was presented to the Board at the March 22nd meeting. The funding received late in the fiscal year for Health Care Assistant and Coastal Forest Resource certificate and diploma programs are included in the draft budget being presented today.

Action: For the Board's review and approval

Suggested Resolution:

**THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVES
THE FISCAL 2018/19 BUDGET AS PRESENTED.**

NORTH ISLAND COLLEGE
2018-2019 Budget - Draft

	<u>2018 -2019</u>	<u>2017 -2018</u>	<u>Change</u>	<u>%</u>
Revenues				
Province of BC revenues				
Base operating grant	\$23,972,007	\$22,559,214	\$1,412,793	6.26%
Industry Training Authority grant	2,866,420	2,827,997	38,423	1.36%
Routine capital	160,592	160,592	0	0.00%
Leases	227,604	223,168	4,436	1.99%
Aboriginal Service Plan	424,087	406,028	18,059	4.45%
Literacy grants (CALP)	202,500	200,000	2,500	1.25%
Student aid (AUG, LDAB, SOS, AEF)	306,000	313,000	-7,000	-2.24%
Educational partnerships (VIU, Island Health)	789,000	549,015	239,985	43.71%
Provincial contracts	953,781	1,396,180	-442,399	-31.69%
	<u>29,901,991</u>	<u>28,635,194</u>	<u>1,266,797</u>	<u>4.42%</u>
Federal Government grants and contracts	890,627	473,583	417,044	88.06%
Student fees				
Base funded programs	4,635,361	4,698,515	-63,154	-1.34%
Cost recovery program	1,213,494	1,193,859	19,635	1.64%
International Education	6,191,840	3,277,564	2,914,276	88.92%
	<u>12,040,695</u>	<u>9,169,938</u>	<u>2,870,757</u>	<u>31.31%</u>
Sales of goods				
Bookstore revenue	1,264,000	1,261,000	3,000	0.24%
Cafeteria revenue	148,500	148,500	0	0.00%
Parking revenue	0	215,000	-215,000	-100.00%
	<u>1,412,500</u>	<u>1,624,500</u>	<u>-212,000</u>	<u>-13.05%</u>
Contract services	316,500	292,950	23,550	8.04%
Investment income	613,350	595,350	18,000	3.02%
Other income	567,831	651,014	-83,183	-12.78%
Total Operating Revenue	45,743,494	41,442,529	4,300,965	10.38%
Amortization of deferred capital revenue	2,025,872	1,993,721	32,151	1.61%
Total Revenue	47,769,366	43,436,250	4,333,116	9.98%
Expenditures				
Salaries, benefits, other personnel costs	34,176,758	31,326,693	2,850,065	9.10%
Advertising and promotion	784,295	531,013	253,282	47.70%
Books and periodicals	249,269	248,283	986	0.40%
Cost of good sold	1,006,350	1,006,350	0	0.00%
Equipment costs	1,332,491	1,006,746	325,745	32.36%
Facilities costs	2,456,348	2,423,143	33,205	1.37%
Financial service charges	187,645	182,560	5,085	2.79%
General fees and services	2,206,516	1,541,310	665,206	43.16%
Student awards	644,180	607,180	37,000	6.09%
Supplies and general expenses	968,085	835,062	133,023	15.93%
Travel	944,029	791,315	152,714	19.30%
Grant transfers	202,500	200,000	2,500	1.25%
Donation to Foundation	0	0	0	
Amortization of capital assets	2,610,900	2,736,595	-125,695	-4.59%
Total Expenditures	47,769,366	43,436,250	4,333,116	9.98%
Revenue less Expenditures	0	0	0	

Board of Governors Calendar 2018/19

Month/Date	Event	Time	Location
April 2018			
19 th	Board Meeting	1:00 pm	Komoux Hall Boardroom, Comox Valley Campus
27 th to 28 th	Forum for Colleges and Institutes Serving Rural, Remote, and Northern Communities		Best Western Hotel, Courtenay
29 th to May 2 nd	CICan Annual Conference		Victoria Conference Centre
May 2018			
4 th	BC Secondary School Math Contest (TBC)		
11 th	Education Council Meeting	12:30 pm	Komoux Hall Boardroom, Comox Valley Campus
June 2018			
1 st	Employee Yearend Celebration Event	TBC	TBC
8 th	Education Council Meeting	12:30 pm	Komoux Hall Boardroom, Comox Valley Campus
14 th	Board Meeting	1:00 pm	Komoux Hall Boardroom, Comox Valley Campus
19 th	PA Campus Graduation Ceremony	1:00 pm	Alberni Athletic Hall
20 th	CR Campus Graduation Ceremony	2:00 pm	Campbell River Campus
21 st	BSN Pinning Ceremony	1:00 pm	Stan Hagen Theatre, Comox Valley Campus
22 nd	CV Campus Graduation Ceremony	1:00 pm	Comox Valley Sports Centre
25 th	MW Campus Graduation Ceremony	5:00 pm	Port Hardy Civic Centre

September 2018			
4 th	Student orientation		CR and CV campuses
5 th	Fall classes begin		All campuses
27 th	Board Meeting	1:00 pm	Port Alberni Campus
October 2018			
25/26	Board Retreat		Campbell River Region
November 2018			
22 nd	Board Meeting		Komoux Hall Boardroom, Comox Valley Campus
January 2019			
24 th	Board Meeting		Komoux Hall Boardroom, Comox Valley Campus
March 2019			
21 st	Board Meeting		Campbell River Campus
April 2019			
25 th	Board Meeting		Komoux Hall Boardroom, Comox Valley Campus
June 2019			
13 th	Board Meeting		Komoux Hall Boardroom, Comox Valley Campus



President's Newsletter

APRIL 5, 2018

2018/19 BUDGET UPDATE

Dear Colleagues,

I am very happy to inform you that we have completed the work on a draft budget for the 2018/19 fiscal year. It will be presented to the Board of Governors on April 19, 2018. Please plan to attend one of the Campus Town Hall meetings to learn more about the proposed budget. The Town Halls will take place as follows:

Campus	Date/Time	Location
PA Campus	Tuesday, April 10 12:00 – 1:00 pm	CEN 211
CV Campus MW Regional Campus (via ITV)	Wednesday, April 11 12:00 – 1:00 pm	KX146 Boardroom
CR Campus	Thursday, April 12 12:00 – 1:00 pm	CWG211

This newsletter provides the key highlights on the following topics:

1. Provincial Government Budget 2018/19;
2. Key Revenue Assumptions; and
3. Key Changes in 2018/19 Budget.

In addition, further context can be found in my January 2018 [President's Newsletter](#) which provided other background information about the budget process.

It has taken a great deal of work to build the 2018/19 budget and I want to extend a big “Thank you” to those who participated and provided feedback about the issues that impact the College’s budget. Your efforts have enabled us to create a financial plan for fiscal 2018/19 that will support the delivery of high quality instructional programs and services throughout the North Island.

Sincerely,

John Bowman
john.bowman@nic.bc.ca

Provincial Government Budget 2018/19

On February 20, 2018, the BC government tabled [Budget 2018](#) in the Legislature. The provincial budget included some additional program funding for the Ministry of Advanced Education, Skills and Training (AEST). AEST had \$18.5M added to their budget for Adult Upgrading. This funding will be used to reimburse post-secondary institutions for the tuition that students would have paid for these programs. The College has estimated that this will be \$300,000 per year and that has been built into the base operating grant for 2018/19. A corresponding reduction to base funded tuition revenue has also been included in the budget as a result of this policy change.

Post-secondary seats in Technology programs were a key element of the provincial budget. There was \$67.7M added to the AEST budget over 3 years. It starts with \$7M in 2018/19, and grows to \$35.8M in 2020/21. The College is currently working on program development to secure 40 FTEs of this funding, on a graduated basis, by 20/21.

The AEST budget includes \$7.39M over 3 years for Early Childhood Education seats in the post-secondary system. The Ministry has issued a call for proposals and the College will be responding to seek funding for program delivery.

Lastly, the provincial budget included \$450M in new capital funding through debt financing for student housing. There is also \$30M in the AEST budget of direct capital grant funding for student housing for small, rural colleges. The College is preparing a business case that will articulate the need for student housing at NIC in the Comox Valley.

Key Revenue Assumptions

As identified above, the provincial budget included some funding that impacts the post-secondary system. Some of these impacts, such as the ABE funding, have been built into the budget. Others will be built in once a firm funding commitment has been communicated by AEST.

Budget 2018/19 does not project domestic enrolments for base-funded programs to grow when compared to 2017/18. Although there is growth in some specific program areas, the overall trend for 2018/19 is status quo in terms of domestic enrolment. These assumptions are informed by the current robust state of the BC economy, and the effect that has on enrolments.

International student enrolments grew considerably in 2017/18, and Budget 2018/19 projects a continuation of strong international student numbers. The budget assumes that International student enrolments in 2018/19 will be similar to those experienced in 2017/18.

Key Changes in 2018/19 Budget

Budget 2018/19 anticipates funding additional course sections (Business, Arts, Science) throughout the year as a result of the growth in international students.

The growth in international student enrolment and other revenue has enabled the College to fund some additional services and initiatives that will benefit both domestic and international students alike. This includes:

- additional faculty positions;
- a new Recruitment Officer position to support domestic enrolments;
- a Desktop/ITV Technician to support this growing area of program delivery;
- a .25 increase to the Campus Community Coordinator position in Mount Waddington;
- a half-time Student Case Management Support assistant position;
- a Manager, Student Affairs to address academic integrity, student case management as well as student housing;
- a Safety Manager position to address Occupational Health and Safety issues College-wide; and
- a Director of Program Evaluation to address the Province's required new Program Quality Assurance policy.

Late in March, the College received one-time funding letters from AEST for specific targeted programs and initiatives in the following areas:

- \$591,000 for a total of 70 student FTEs in Health Care Assistant programs in Campbell River, the Comox Valley, Mount Waddington, and Denman/Hornby Islands;
- \$328,000 to support the Coastal Forest Resource certificate and diploma pilot project;
- \$100,000 to support costs associated with developing and implementing additional student spaces in a new Computer Information Systems certificate program;
- \$25,000 to support the delivery of a part-time Early Childhood Care and Education certificate program through ITV in Alert Bay;
- \$50,000 to supplement the Aboriginal Emergency Assistance funding to help Indigenous students who are facing financial hardship;
- \$75,000 to increase the success of people with disabilities in programs with high labour-market demand; and
- \$75,000 to support efforts to increase and enhance co-op and other work-integrated learning opportunities for students.

The College is grateful to have the support of the Ministry in funding these important regional priorities. These spending initiatives and plans have all been accommodated within a balanced budget for 2018/19 that will maintain the College on a solid financial footing for the future.



Colleges and Institutes Canada
Collèges et instituts Canada



**Colleges and Institutes Canada (CICan)
Pre-conference Forum for Colleges and Institutes
Serving Rural, Remote and Northern Communities, April 27-28, 2018
Courtenay, BC (Vancouver Island)
Hosted by North Island College (NIC)**

An interactive program focused on how we listen and learn from our communities, how we transform our institutions based on what we hear from our communities, and an exploration of exemplary practices and models in community engagement and enhancing community ties and partnerships.

PROGRAM

Friday, April 27

5:00 p.m. – 6:00 p.m.

Registration

6:00 p.m. – 8:00 p.m.

Welcome Reception - Cocktails and Appetizers
Ballroom, Westerly Hotel

Join us for cocktails and take the opportunity to network and build relationships with speakers and peers.

Dinner on own

Saturday, April 28

Ballroom, Westerly Hotel

7:00 a.m. – 8:00 a.m.

Registration

7:30 a.m.- 8:15 a.m.

Breakfast at Westerly Hotel

8:15 a.m. - 8:30 a.m.

Welcome - K'ómoks First Nation

Welcoming Remarks and Pre-Conference Forum Overview

We will kick off the Forum by welcoming participants and sharing important perspectives on the critical role that colleges and institutes are playing in serving rural, remote and northern communities.

John Bowman, President and CEO, North Island College
Caroline Gagnon, Director, Member Relations, Colleges and Institutes Canada

8:30 a.m. - 9:15 a.m.

Keynote Address

Coro Strandberg, President, Strandberg Consulting

Maximizing the Capacities of Advanced Education Institutions to Build Social Infrastructure for Canadian Communities

This is a presentation on how higher education institutions can harness all of their assets (financial, physical, relational, research and education) to accelerate and scale their positive contributions to communities and society. It shares insights from a recent nationally acclaimed paper on the topic, authored by Coro Strandberg and commissioned by McConnell Foundation (RECODE) and Simon Fraser University. The session will provide inspiration and a framework for rural and remote college efforts to foster thriving and flourishing communities.

9:15 a.m. - 10:15 a.m.

Educational Partnerships – Dual Admission, Dual Credit, Transitions...

Access Programs at Aurora College – The Case for Evidence-Based Decision Making

Bernie Hogan, Credentialed Evaluator, Aurora College
Heather McGagg-Nystrom, Vice-President, Community and Extensions, Aurora College

Learning by Doing: The Aboriginal Ecotourism Training Program

David Pinel, Faculty and Coordinator, Adventure Guiding and Aboriginal Ecotourism Programs, School of Tourism and Hospitality, North Island College

10:15 a.m.- 10:45 a.m.

Networking Break

10:45 a.m.- 11:45 a.m.

Creating Pathways to Truth and Reconciliation

The Yukon First Nation 101: Yukon College Experience with Mandatory Indigenous Training for Staff and Students

Tosh Southwick, Executive Director, First Nations and Community Engagement, Yukon College
David Wood, Manager, First Nations Initiatives, Yukon College

Vital Voices: Supporting Revitalization Key to Reconciliation

Sara Child, Faculty, North Island College

11:45 p.m. – 1:00 p.m.

Lunch and Keynote

Listening to Communities: One College's Experience

John Bowman, President, North Island College

1:00 p.m.- 2:00 p.m.

Developing Regional Workforce, Entrepreneurship, Business and Industry Needs – Part I

SuperCom: An Indigenous, Industry and Educational Partnership

Don Bernowski, Vice President, Workforce Development, Confederation College

Matt Dupuis, Councilor, Red Rock Indian Band and Board Member, SuperCom

Education is the New Buffalo – Northwest College Little Pine First Nation and the National Brotherhood Trust Working Together to Build Social Infrastructure

Melanie Roberts, Interim President and CEO and Senior Academic Officer, North West College

2:00 p.m.- 3:00 p.m.

In-Community Programming or Place-Based Learning

Awi'nakola Land-Based Upgrading Program

Sara Child, Faculty, Indigenous Language Revitalization, North Island College

Danita Schmidt, Faculty, North Island College

Maggie Sedgemore, Elder-in-Residence, North Island College

Country Food Processing Training: An On-Site Initiative to Develop Skill Sets and Economic Development in Arctic Communities

Lyle Renecker, Researcher and Project Manager, Palace Hillside Farm Group

3:00 p.m. – 3:15 p.m.

Health Break

3:15 p.m.- 4:15 p.m.

Developing Regional Workforce, Entrepreneurship, Business and Industry Needs – Part II

Building Nova Scotia's Rural District Project

Jeffrey Taylor, Associate Vice President, Applied Research and Innovation, Nova Scotia Community College

Finding our Niche: Linking Support Services to Enhance Workforce and Industry Development in Newfoundland and Labrador

John O'Leary, Chair of Industry Innovation, College of the North Atlantic

4:15 p.m.- 4:45 p.m.

What Did we Hear, What Did we Learn, What Will We Do Together to Advance Rural Post-Secondary Education in Canada?

5:00 p.m. – 5:15 p.m.

Shuttle to North Island College – Meet in Hotel Lobby

5:15 p.m. – 6:15 p.m.

NIC Showcase: Servicing Smaller Centres through Interactive Television

Michael Willers, Instructor and Chair, Math and Science Department, North Island College

NIC Comox Valley Campus Tour

6:15 p.m. – 6:30 p.m.

Shuttle to Westerly Hotel

6:30 p.m. - 7:00 p.m.

Reception – Westerly Hotel

7:00 p.m. - 8:30 p.m.

Dinner – Westerly Hotel

Truth and Reconciliation and Rural Colleges

Robert Everson, Hereditary Chief, K'ómoks First Nation and Board Member, North Island College

Sunday, April 29

8:00 a.m. – 11:00 a.m.

Travel to Victoria via Charter Bus for [CICan 2018 Annual Conference](#)
(April 29 – May 1)



Our Ref. 112373

March 5, 2018

Mr. John Bowman
President
North Island College
2300 Ryan Rd
Courtenay BC V9N 8N6

Dear Mr. Bowman:

I am pleased to inform you that the Ministry of Advanced Education, Skills and Training (the Ministry) will provide North Island College with a total one-time funding contribution of \$125,000 to support the delivery of a Health Care Assistant program on Denman/Hornby Island as per your institution's submission to the Ministry's *'One-time Funding for Short Duration Health Education Programs, Call for Proposals 2017/18.'* These funds will be forwarded to your institution with the next available operating funds transfer.

This funding is intended to support delivery of a total of 10 FTEs in one-time Health Education Programs and will be reflected in your institution's budget letter for 2018/19. The scheduled start date for program delivery is September 2018 with an end date of April 2019.

If any funding provided cannot be used for the intended purpose by April 2019, the Ministry requires that your institution contact the health program unit to develop a reallocation strategy. If a reallocation strategy cannot be reached, the funds may be withdrawn by the Ministry to reallocate to other health education priorities.

The Ministry respectfully requests that public announcements related to this funding are jointly formalized with the Ministry. In the event that you wish to announce these funds, please have your staff contact Rodney Porter, Communications Director, by phone at (250) 952-6508, to arrange for an opportunity to publicly announce funding for this project.

Should you have any questions, please contact Mr. Kevin Perrault, Director, Health Programs, at (778) 698-9756 or via email at Kevin.Perrault@gov.bc.ca.

.../2

On behalf of the Ministry, thank you for your ongoing contribution to the education of health professionals in British Columbia.

Respectfully,



Nicola Lemmer
Executive Director

pc: Mr. Colin Fowler
Vice President, Finance and Facilities
North Island College

Ms. Lisa Domae
Vice President, Learning and Students
North Island College

Ms. Lulu Yuan, A/Manager
Financial Performance, Post-Secondary Finance Branch
Ministry of Advanced Education, Skills and Training

Mr. Rodney Porter, Director
Government Communications and Public Engagement
Ministry of Advanced Education, Skills and Training

AEST.FinancialReporting@gov.bc.ca