

<p style="text-align: center;">NORTH ISLAND COLLEGE BOARD OF GOVERNORS REGULAR MEETING TO BE HELD VIA VIDEOCONFERENCE THURSDAY, MARCH 25, 2021 @ 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	(2 mins)
2.	CONSENT AGENDA			
2.1	Minutes of the Regular Meeting of January 21, 2021	✓	To approve	
2.2	Executive Committee Report, March 11, 2021	✓	Information	
2.3	Governance and Human Resources Committee Report, February 25, 2021	✓	Information	
2.4	Finance and Audit Committee Report, March 12, 2021	✓	Information	
2.5	2021/2022 NISU Fee Letter	✓	Information	
2.6	March 2021 College Highlights Report	✓	Information	
2.7	Correspondence and Information (Agenda item #5)	✓	Information	(5 mins)
3.	BOARD BUSINESS			
3.1	Board of Governors Objectives, 2021	✓	To discuss	
3.2	Board Governance Training Opportunities	✓	To discuss	(10 mins)
4.	REPORTS ON STRATEGIC ACTIVITIES			
4.1	Interim President			
4.1.1	Interim President's Report, March 2021	✓	Information	(5 mins)
4.2	Executive Vice President, Academic and COO			
4.2.1	New Course Tuition Approval: BIO 113 - Introduction to the Marine Environment	✓	To approve	(5 mins)
4.3	Vice President, Finance and Facilities			
4.3.1	Draft Budget, FY 2021-2022	✓	Information	
4.3.2	FY 20/21 Projections	✓	Information	(15 mins)
4.4	Vice President, Strategic Initiatives			
4.4.1	Strategic Initiatives Division/NIC Foundation Report (Student Hope Campaign Video)	✓	Information	(10 mins)
4.5	Chair, Education Council (EdCo)			
4.5.1	Education Council Report	✓	Information	(3 mins)

5. INFORMATION (*attachments*)

- 5.1 AEST Deficit Approval FY 2020/21 and 2021/22 dated February 4, 2021
 - 5.2 BC Provincial Health Officer Letter: resumption of on-campus activities dated March 8, 2021
 - 5.3 Board of Governors Bursary Report, March 3, 2021
 - 5.4 Board Planning and Meeting Schedule 2021
 - 5.5 Commonly used acronyms
 - 5.6 Link to Board [policies](#) and [bylaws](#)
-

6. NEXT MEETING DATES

- Regular meeting – Thursday, April 29, 2021
-

7. ADJOURNMENT

2:30 pm

**MINUTES OF THE REGULAR MEETING OF THE
NORTH ISLAND COLLEGE BOARD OF GOVERNORS
HELD VIA VIDEOCONFERENCE
THURSDAY, JANUARY 21, 2021**

**BOARD MEMBERS
PRESENT**

J. Atherton, Community Member, Comox Valley Region, Vice Chair
J. Bowman, President
P. Chakraborty, Student Representative
M. Erickson, Faculty Representative
R. Everson, Community Member, Comox Valley Region
S. Frank, Community Member, Comox Valley Region
W. Gus, Chair, Education Council
D. Hoogland, Support Staff Representative
A. McCubbin, Community Member, Comox Valley Region
B. Minaker, Community Member, Comox Valley Region
E. Mosley, Community Member, Port Alberni Region, Chair
J. Murphy, Community Member, Comox Valley Region
V. Puetz, Community Member, Campbell River Region
C. Scarlatti, Student Representative
P. Trasolini, Community Member, Campbell River Region

BOARD MEMBER ABSENT

R. Hunt, Community Member, Mount Waddington Region

ALSO PRESENT

T. Bellavia, Associate Vice President, Access and Regions
K. Brewster, ADM, Ministry of Advanced Education and Skills
Training (AEST)
K. Crewe, Director, Human Resources and Organizational
Development
L. Domae, Executive Vice President, Academic and Chief Operating
Officer (COO)
C. Fowler, Vice President, Finance and Facilities
R. Heidt, Vice President, Strategic Initiatives
M. Herringer, Executive Director, International Education
K. Kuhnert, Associate Vice President, Student Services and Registrar
R. Reid, Executive Assistant, Board of Governors

IN THE GALLERY

Members of North Island Students Union (NISU), NIC Faculty
Association (NICFA) and CUPE (support staff union)

1. CALL TO ORDER

E. Mosley called the meeting to order at 1:00 p.m.

1.1 Acknowledgement of First Nations Traditional Territory

E. Mosley acknowledged that the meeting is being held in the various unceded traditional territories of First Nations wherever participants to this virtual meeting are calling from.

1.2 Guest Presentation: Kevin Brewster, Assistant Deputy Minister, Ministry of Advanced Education and Skills Training (AEST)

K. Brewster provided a general picture of the post-secondary institution sector's financial well-being during the pandemic. He reported the following:

- All but five post-secondary institutions are reporting budget deficits;
- The AEST Minister signed a deficit approval for the sector which will be reviewed by the Ministry of Finance;
- The Ministry is looking at a two-year deficit approval with the second year expected to be notional depending on the pandemic and vaccine rollout;
- The Ministry expects all institutions to financially recover post-pandemic;
- The Ministry is working with Federal government in considering how best to implement a long-term international education strategy;
- Funding review will take a couple of years under the assumption that the review will be based on existing budget, with an outcome of fully understanding of how the base grant is being allocated to the institutions;
- NIC's Comox Valley Student Housing project is on the Ministry's priority list.

Adoption of Agenda

A letter from AEST Minister Anne Kang congratulating J. Bowman on his retirement and thanking him for his years of service in the post-secondary sector is added to the consent agenda. Arising from discussions in the morning session, item 5.3 Board of Governors Draft Priorities and Objectives 2021 is lifted from the consent agenda and added as item 3.6 under Board Business.

Moved C. SCARLATTI / Seconded P. TRASOLINI: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE ADOPT THE REGULAR AGENDA OF JANUARY 21, 2021 AS AMENDED.

Motion carried

2. CONSENT AGENDA

- 2.1 AEST Minister Congratulatory Letter to J. Bowman of January 21, 2021
- 2.2 Minutes of the Regular Meeting of November 26, 2020
- 2.3 Executive Committee Reports, December 9, 2020 and January 7, 2021
- 2.4 Governance and Human Resources Committee Reports, December 10, 2020 and January 7, 2021
- 2.5 Finance and Audit Committee Report, January 8, 2021
- 2.6 Board Planning and Meeting Schedule 2020/2021
- 2.7 Minister's Mandate Letter, November 26, 2020
- 2.8 January 2021 College Highlights Report
- 2.9 Correspondence and Information (Agenda item #5)

Moved J. MURPHY / Seconded D. HOOGLAND: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE RECEIVES AND APPROVES THE ITEMS INCLUDED IN THE CONSENT AGENDA OF JANUARY 21, 2021.

Motion carried

3. BOARD BUSINESS

3.1 Presidential Search Process Update

J. Murphy, as Chair of the Board's Presidential Search Advisory Committee (PSAC), reported that the committee has narrowed down the list of candidates and will soon be interviewing those candidates with the aim of recommending a final short list to the Board.

3.2 New President Transition Team

D. Hoogland and C. Scarlatti volunteered to be part of the Transition Team. E. Mosley encouraged other Board Members to consider joining the Team.

Moved J. MURPHY/Seconded P. TRASOLINI: THAT THE NORTH ISLAND COLLEGE BOARD OF GOVERNORS ESTABLISHES AN AD HOC NEW PRESIDENT TRANSITION TEAM TO DEVELOP A PLAN FOR AND SUPPORT THE TRANSITION OF THE NEW PRESIDENT INTO THE ROLE, TO INCLUDE THE MEMBERSHIP AS FOLLOWS:

- **DIRECTOR, HUMAN RESOURCES AND ORGANIZATIONAL DEVELOPMENT;**
- **EXECUTIVE ASSISTANT TO THE PRESIDENT;**
- **EXECUTIVE ASSISTANT TO THE BOARD; AND,**
- **TWO OR THREE MEMBERS OF THE COLLEGE BOARD (WITH AT LEAST ONE FROM THE EXECUTIVE COMMITTEE)**

Motion carried

3.3 Appointment of Acting/Interim President

E. Mosley reported that arising from the in-camera session held earlier, the Board adopted the following resolution:

THAT THE NORTH ISLAND COLLEGE BOARD OF GOVERNORS APPOINTS COLIN FOWLER, VICE PRESIDENT, FINANCE AND FACILITIES, TO SERVE AS ACTING/INTERIM PRESIDENT EFFECTIVE FEBRUARY 12, 2021 UNTIL SUCH TIME A NEW PRESIDENT IS APPOINTED.

3.4 Board Governance Policy

D. Hoogland, as Chair of the Governance and Human Resources Committee, introduced the proposed governance policy and provided a background the new policy that incorporates and improves from the former governance policies GP 1 to 8. The policy was presented at length during the Board's retreat of November 26, 2020.

Moved D. HOOGLAND / Seconded V. PUETZ: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVES ITS BOARD GOVERNANCE POLICY DATED JANUARY 21, 2021.

Motion carried

3.5 Request for Support, City of Port Alberni

The Board received correspondence from the City of Port Alberni asking for the College's support in its bid as host city to the BC Summer Games in 2026.

Moved J. MURPHY/Seconded D. HOOGLAND: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE ENDORSES THE CITY OF PORT ALBERNI'S BID TO HOST THE 2026 BC SUMMER GAMES AND SUPPORTS THE USE OF COLLEGE FACILITIES TO ACCOMMODATE PARTICIPANTS, AT NO COST TO THE HOST SOCIETY OR BC GAMES SOCIETY.

Motion carried

3.6 Board of Governors Draft Priorities and Objectives 2021

The Board's standing committees will review the objectives and recommend specific actions for the Board to take.

Moved J. ATHERTON/Seconded D. HOOGLAND: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVES ITS DRAFT PRIORITIES AND OBJECTIVES, 2021.

Motion carried

4. REPORTS ON STRATEGIC ACTIVITIES

4.1 President

4.1.1 President's Report, January 2021

J. Bowman thanked the Board and Senior Leadership Team for their support and trust during his time at NIC. He affirmed that whatever achievements that occurred at the College during his leadership were a reflection of the team of professionals and educators that he worked with.

4.2 Vice President, Finance and Facilities

4.2.1 Third Quarter Financial Statements, 2020/21

The third quarter financial statements reflect a decrease in tuition revenues, retroactive costs associated with wage settlements, increase in equipment cost associated with digital program delivery and a slight decrease in travel expenses.

4.2.2 Fiscal 20/21 Financial Projections

C. Fowler reported that the projections will be updated to reflect a slightly lower deficit prior to submission to the Ministry. He noted that, in terms of long-term planning, the College will not only be looking at dedicating resources to digital program delivery but also at adopting online purchasing for its bookstore and other ancillary services.

4.3 Executive Vice President, Academic and COO

4.3.1 Fall/Winter Cumulative Stable Enrolment Report

L. Domae highlighted the following:

- Overall total headcount is at zero percentage change;
- Domestic enrolment is up six percent (up in all areas except developmental education);
- International enrolment is down 35 percent.

L. Domae also reported that the College received \$2.5M in one-time funding for new targeted programming. One-time funding accounts for over 12 percent of the College's total budget. She added that based on the College's experience during the pandemic, there is a market for remote learning,

including learners from outside the College's service regions and women who are able to fit remote learning in their daily lives.

P. Chakraborty left the meeting at 2:41 p.m.

4.3.2 Credential Name Changes: Culinary Business Operation Diploma and Culinary Business Operations Advanced Diploma

The proposed name changes will help clarify and distinguish the two credentials in terms of nomenclature and curriculum content. L. Domae added that the name changes would alleviate issues relating to international student visa applications as well as domestic student loans and funding envelopes. She added that the courses in both certificates are transferrable to other programs.

Moved P. TRASOLINI / Seconded C. SCARLATTI: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVES THE CHANGE OF CREDENTIAL NAME CULINARY BUSINESS OPERATIONS DIPLOMA TO CULINARY BUSINESS OPERATIONS CERTIFICATE, EFFECTIVE IMMEDIATELY;

AND FURTHER THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVES THE CHANGE OF CREDENTIAL NAME CULINARY BUSINESS OPERATIONS ADVANCED DIPLOMA TO CULINARY BUSINESS OPERATIONS DIPLOMA, EFFECTIVE IMMEDIATELY.

Motion carried

4.4 Vice President, Strategic Initiatives

4.4.1 Strategic Initiatives Division/NIC Foundation Report

R. Heidt highlighted the NIC Foundation's Student Hope Campaign and expressed appreciation for the support by NISU. He reported that the Foundation Board has contributed to the campaign and encouraged the Board of Governors to do the same.

4.5 Chair, Education Council (EdCo)

4.5.1 Education Council Report

Based on EdCo policy, W. Gus officially started her chair position this January. She reported that EdCo will be holding a by-election for faculty representatives and chair of EdCo's Planning Standards Committee.

E. Mosley noted that the Board needs a representative on the EdCo and asked Board Members to consider volunteering for that position.

5. INFORMATION

The Board received the following information items:

- 5.1 Draft College Plan20-25
- 5.2 Widening Our Doorways Academic Plan
- 5.3 Board of Governors Draft Priorities and Objectives 2021
- 5.4 Commonly used acronyms
- 5.5 Link to Board [policies](#) and [bylaws](#)

6. NEXT MEETING DATE

6.1 Regular meeting – Thursday, March 25, 2021

7. ADJOURNMENT

The regular meeting adjourned at 2:56 p.m.

Eric Mosley, Chair

Rachel Reid, Executive Assistant

**NORTH ISLAND COLLEGE BOARD OF GOVERNORS
MARCH 2021**

AGENDA ITEM: **Regular Meeting**
 2.2 Executive Committee Report

The Executive Committee met via BlueJeans on March 11, 2021 at 9am with E. Mosley (chair), J. Atherton, J. Murphy, P. Trasolini, C. Fowler (Interim President) and R. Reid attending.

Board Chair Updates

E. Mosley briefed the Committee on the conclusion of the presidential search and thanked J. Murphy for her leadership during the process. With the ad hoc New President Transition Team now established, E. Mosley will initiate discussions of a transition plan with K. Crewe, Director, Human Resources and Organizational Development.

Meeting Schedule and Agenda, March 25, 2021

The Committee agreed to begin referring to the Board's morning sessions as Board Development and Education, with a discussion on the Board's Objectives for 2021 and a debrief on the Presidential search on March 25. To assist the Board in rolling out its 2021 objectives, a draft 2021/2022 Board Meeting and Planning Schedule will be provided.

A letter received from BC Public Health Officer to all post-secondary institutions supporting the resumption of on-campus activities in September 2021 will be included in the consent agenda for discussion.

A discussion on the College's strategic plan will be scheduled for the April 29 Board Development and Education morning session.

The Committee will review the terms of reference for both Executive and President's Performance and Compensation committees at its next meeting.

Terms of Reference: Executive and President's Performance and Compensation Committees

The Committee agreed to postpone discussion of the two sets of terms of reference to its next meeting on April 15, 2021.

Government Advocacy Plan

The Committee agreed to finalize plans for its advocacy meetings with senior Ministry staff in April, targeting the schedule of meetings, whether virtual or in person, during Parliamentary sessions between May 10 and 20th.

Adjournment

The meeting adjourned at 10:18 am.

**NORTH ISLAND COLLEGE BOARD OF GOVERNORS
MARCH 2021**

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
2.3 Governance and HR Committee Report**

Committee members Danielle Hoogland (chair), Jane Atherton and Barry Minaker met via BlueJeans on January 7, 2021 with Ken Crewe and Rachel Reid as resource persons.

Adoption of Agenda

The committee adopted the agenda as presented.

Committee Business

a. Governance and HR Committee Terms of Reference (TOR)

The committee adopted the following revisions:

- Update name of the committee to Governance and Board Development Committee;
- In recognizing the roles of the Public Sector Employers' Council Secretariat and Post-Secondary Employers' Association in human resources management and the role of the committee in board education/development, remove section on Human Resources and replace with Board Development;
- Under Governance, include items on reviewing policies, bylaws and terms of reference, evaluation processes, and best practices;
- Under Board Development, highlight annual board retreat timing and structure, new board member orientation and other relevant training;
- Under Timetable, change "calendar" to "plan" and remove "which will be shared with the Board";
- Include the President as a committee member and recommend the same to other standing committees' composition.

The Committee also agreed to request the other standing committees to review their respective TORs and include standard sections on purpose, composition and operations, duties and responsibilities, accountability and committee timetable to provide consistency among the committees' TORs.

b. Bylaw 3 – Powers, Duties and Benefits of the President

The committee proposed the following updates:

- Under Compensation, replace “ministerial” with “government”;
- Provide direct quote from College and Institute Act before introducing specific bylaw language;
- To build a successful relationship between the Board and the President, under Duties and Powers of the President, add item on regular reporting on the implementation and achievement of strategic goals and priorities;
- Under Delegation of Authority by the President, articulate that the President is required to have a succession plan with details to be included in related policies.

Information

a. Paperless Board Update

The College’s Business Applications Services (BAS) is requesting the Board to provide a list of questions, concerns and comments about having Board operations going paperless. R. Reid will be requesting Board Members to respond to the BAS query.

Time: 11:35 a.m.

Finance and Audit Committee

Friday, March 12, 2021 9:00 am

Via BlueJeans

Members present: M. Erickson (Chair), A. McCubbin, V. Puetz, C. Scarlatti

Resources: C. Fowler (VP, Finance & Facilities), S. Fleck (Director, Finance), R. Reid (EA to BoG)

Call to Order

M. Erickson called the meeting to order at 9:02 am.

Third Quarter 2021 Forecast

C. Fowler presented the third quarter forecast, noting that the report was generated in late January and then reviewed again mid-February. The projected deficit at yearend is around \$1.4M. C. Fowler highlighted the following:

- Shift between categories with regards to Provincial revenues (more funding in grants than contracts);
- Reduction of revenues due largely to drop in international tuition revenues;
- Slight increase in domestic student numbers;
- Investment earning are projected to be on budget;
- Higher equipment costs due to transition of program delivery to digital;
- Significant drop in travel expenses.

Draft 2021/2022 Budget

The attached draft budget is a very early version; an updated version will be presented to the Board at its March 25th meeting. C. Fowler noted the following:

- Base operating grant is expected to go up;
- Conservative numbers for international student fees because of impacts of the pandemic;
- Slight increase in domestic student fees due to both increase in student numbers and 2 percent tuition fee increase;
- Higher equipment costs due to transition to digital delivery;
- Sales of goods expected to decrease.

Investment Portfolio Quarterly Report

The quarterly report shows a projected estimated income of \$447,000, not including realized gains on investments. C. Fowler noted that in the 2021 forecast report, the projection is around \$550,000 including realized gains. The report also notes a market value of \$16.6M. C. Fowler reported that the last cash withdrawal from the investment was last year as contribution to the Campbell River campus project. S. Fleck noted that the eventual sale of the Vigar Place will impact cash flow; proceeds of the sale will go to the Gathering Place project in Campbell River but is also expected to help in the College's cash flow management.

The Committee also discussed the Comox Valley Student Housing Project.

Finance and Audit Committee Terms of Reference

The Committee reviewed its terms of reference and agreed on the following changes:

Under External Audit, remove “and compensation” as compensation is already part of the process of procurement of the College’s external auditor;

Under Composition and Operations, add the President as a resource to the Committee;

Under Duties and Responsibilities, Financial Reporting, remove “or committee” so that the second paragraph reads: “The Committee will review with management any other financial reports that require Board approval” recognizing that the Board and Executive Committee (by delegated authority from the Board) can approve reports for submission to government.

Large Payment Report

The committee received the large payment report of over \$50,000 for the months of January and February 2021. C. Fowler will review increased expenses incurred in response to COVID-19.

The meeting adjourned at 10:00 am.

Murray Erickson
Committee Chair



(R 2.5)

February 2021

To the North Island College Board of Governors,

In accordance with the College & Institution Act, please consider this to be notice regarding collection of North Island Students' Union and British Columbia Federation of Students membership fees.

As determined by a majority of the members of the Students' Union who voted in referenda to establish this fee structure, including the provision for Consumer Price Index increases, the fees for the 2021/2022 academic year are:

Students' Union membership fee	\$14.22 per month
	\$56.97 per semester
	\$4.31 per credit
Federation membership fee	\$2.67 per month
	\$9.59 per semester
	\$0.72 per credit

As required by the Students' Union bylaws and the College & Institutes Act, the recent financial statements have been made available & approved by our members at the Semi Annual General Meeting, November 6, 2020.

Further, the Students' Union remains in good standing and has not been struck from the Registry of Societies.

Please continue to remit fees to the Federation:

207 245 Columbia Street East
New Westminster, BC V3L 3W4

Sincerely,
Carissa Wilson
Carissa Wilson
Organiser, College Relations
North Island Students' Union
778-585-NISU(6478)
info@nisu.ca

2020/2021 NISU Board of Directors
Shane Meyer, Internal Relations
Mary Rickinson, External Relations
Bestin Babu, College Relations
Sujith Stephen, Campbell River
Echo Hope, K'ómoks Valley
Amanjot Singh, Port Alberni

www.wearebcstudents.ca

www.nisu.ca

2300 Ryan Road, Courtenay, BC V9N 8N6

**NORTH ISLAND COLLEGE BOARD OF GOVERNORS
COLLEGE HIGHLIGHTS REPORT
MARCH 2021**

ACCESS AND REGIONS

MIXALAKWILA CAMPUS- PORT HARDY

Submitted by Donna Merry

Students in the Mount Waddington region began the Carpentry Foundation Harmonized certificate program in Port McNeill on March 8. Regional Manager Donna Merry applied for funding through WorkBC's Skills and Training for Economic Recovery (STER) grant. Participants are fully supported for tuition, fees, books, PPE, tools and personal supports such as assistance with transportation and childcare costs.

Funding was announced in late December, and since then participants have been recruited, a master carpenter hired to deliver instruction and a commercial location has been completely outfitted and transformed into a classroom and shop space for thirteen students. Special thanks to the Trades and Technology department for their support and effort in bringing this program to the North island region, and to Department of Accessible Learning Services (DALs) for providing American Sign Language (ASL) interpreters to support a hearing-impaired student in the class.

Rural students have experienced two sides of the changes to online learning due to COVID-19. On one hand, there was the loss of face-to-face instruction and student services at their local campus. On the other hand, there is now access to a greater variety of programs and courses than ever before through online delivery. However, many students in the Mount Waddington region do not have personal computers or adequate skills to take advantage of the new opportunities. In response, Continuing Education and Training (CET) has launched Digital Essential Skills for Employment and Lifelong Learning. The eight-week pilot course is being offered at Tsulquate Village for Gwa'sala-'Nakwaxda'xw Nation members, also funded through the STER grant. The program provides computer skills training to participants from absolute beginners to those with introductory skills, to enable them to engage in online learning, make employment applications, pursue government services, and consider future online employment opportunities. The funding provides tuition and a laptop computer to participants who complete the training program. Due to COVID-19 travel restrictions, the online program is supported by a CET program assistant who lives in the First Nation community to assist students with registration and computer access.

Small-businesses on the North island who did not have a strong internet presence were at a disadvantage when the COVID-19 pandemic suddenly closed operations in March 2020. Many businesses in the region did not have a website and had no capacity to make online sales. Enter the DEEP program: DEEP stands for Digital Elevation Experience Program and is a business development program to provide participants with the skills to build an internet brand and presence, launch digital sales and manage inventory. The DEEP program was developed in partnership with Serena Neumerschitsky, a local consultant and entrepreneur in Port Hardy, and offered in partnership with the Port Hardy Chamber of Commerce, which received a WorkBC Community Workforce Response Grant to deliver the program.

Nine participants completed the program in December and there is demand for more training. The Chamber and NIC are partnering to make another funding application, and the program is now being offered in Campbell River, with ongoing discussions to deliver it further afield through NIC's connections at Continuing Education and Training Association of BC (CETABC).

TRADES AND TECHNICAL PROGRAMS

Trades and Technical programs seem to have two speeds. Like a traffic light, green means go fast and yellow means go faster! (not that we condone speeding violations). There are no red lights, just a brief pause and off we go again.

Who needs March to come in like a lion when you have a January with two Carpentry Apprenticeships, a Heavy Mechanical Level 2, Plumbing Apprenticeship Level 3, Electrical Level 2 and not one, but three cohorts of Electrical Apprenticeship Level 4. All things are possible with the expertise of David Johns who will see his students through to their Interprovincial exams on March 18 and 19.

February happened fast as we rolled out a full cohort of Carpentry Foundation at the Comox Valley campus and, to meet student demand, one in Campbell River. Coastal Forest Worker Certificate and Technology programs also launched simultaneously while the Coastal Forest Homalco group that began in December is now over halfway through their program with the wrap up in April. Instructor Karl Plautz joined students for the Metal Fabricator Foundation program, two new instructors have come on board to support our Electrical Foundation programs in Campbell River and Port Alberni (an introduction will follow). Oh but wait....there is also Welding Foundation, Plumbing Foundation and Plumbing Apprenticeship Level 3 (you may want to write some of this down, there will be a test at the end).

We are also excited to get underway with two of our pilot micro-credential programs. In February, Motion Picture Production Assistant (MPPA) and Fundamentals of GIS Mapping and Drone Operations were extremely well received, maxing out at the cap of 60 for MPPA and 20 for GIS Mapping. With the flexible formats of these micro-credential programs, we are reaching out to learners who, under different circumstances, may not have the time, resources or opportunity to pursue the next level of their education or interests.

One of our Motion Picture students had these comments:

The course is really great. The learning materials are valuable and effective, and the instructors are great. The Panel Sessions with Industry Experts is a valuable tool for students to network with people in the Industry and get real life experiences and facts from the participants.

The learning platform for video is very well laid out even if you are a new virtual learner. Technical support works above and beyond for both the students and the Instructors. The course offers a lot of flexibility in learning styles – virtual sessions, video recording, transcript and closed captioning. There are several opportunities for the students to interact with Instructors so that everyone can participate virtually. It's a great course and I'm learning a lot.

On February 23rd, our Professional Cook Level 3 students wrote their final exam on their way to Red Seal certification. And it's official - well done students! We could not be sadder to see your recipes go.

And here we are in March. Sunshine brought the 1st in like a lamb and then... There are two cohorts of Carpentry Apprenticeship Level 3, three cohorts of Electrical Apprenticeship Level 3, Plumbing Apprenticeship Level 4, Heavy Mechanical Level 3 and sorry but you're out of luck if you had your heart set on Electrical Apprenticeship Level 1. Professional Cook Level 2 will begin the end of March with

Chef Xavier Bauby and we are offering a part-time Carpenter Apprenticeship Level 1 at the Comox Valley campus in the evenings from 6 to 9pm with new instructor Ryan McElroy.

March is a micro-credential month! There is another round of MPPA micro-credential then Parts and Warehousing Person Foundation, and now there are two more!

Motion Picture Craft Services prepares students to work in the Craft Services department of the motion picture industry. This is a critical role held by this team including the fundamentals of food and beverage preparation, service and storage as well supporting food services based out of craft kitchens and/or craft trucks.

Veteran instructor Ivan Peterson will be delivering the next micro-credential in Port Alberni. Fabricator-Welder Combo is slated for March 8th with 14 students. This unique program offers level one Metal Fabricator and Welder technical training through four micro-credentials thereby providing trades certification for both skilled trades while also offering formal endorsements of this skill-based trades program.

Special Highlights

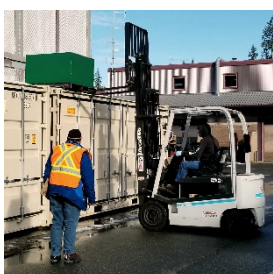
In January we held two short programs for Women in Construction Trades. These were tuition-free hands-on orientations to various high demand skilled trades made available to women in the Comox Valley and Campbell River regions. Trade topics included Metal Fabrication, Electrical, Carpentry, Heavy Mechanical, Culinary and more.

These engaging programs received many favorable reviews with students and instructors. Given the opportunity to try what might be thought of as a non-traditional career for women in general allows students to gain the confidence to take that next step towards a new beginning.



*I LOVED this 2-week introduction and HIGHLY recommend it to women of all ages.
Janet Deakin, Women in Construction Trades student*

It has now become somewhat of a tradition at North Island College and this year was no different. Once again, the Trade Sampler program quickly filled with 12 students from School District 72 interested in trying their hand at the various Trades programs offered at NIC. The program started up January 25th and will run through to April 23rd. While students were eager to get into the shop, we still feel it is our responsibility to also provide students with “practical” skills necessary upon entering the workforce. Safety in our shops is the number one priority so day one was spent with shop technician Joe Fornari touring the shops, going over protocols and procedures and reviewing WorkSafe rules and regulations. Day two and three, students participated in a Resume Building workshop with seasoned instructor Sharon Korol and a Bullying and Harassment lecture with Marketing and Communications’ Suzanne Jolly. Suzanne welcomed the opportunity to hold a respectful open discussion with a good group of students to establish a basic understanding of what harassment or bullying really looks like in the workplace, how to recognize it and possibly preventing it or becoming subjected to it.



Students also earned their Occupational First Aid Level 1 and WHMIS certifications – valuable assets in any environment.

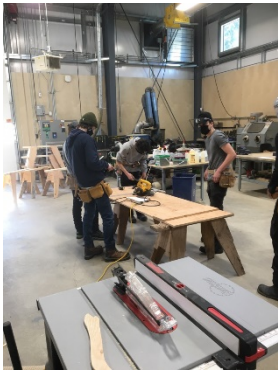
Now that they were all “safetied-up” it was time to get their hands dirty! To finish off the first week students were ready to master the forklift! Instructor Dave Green guided students through the Forklift Operator course. After completing the theory and exam portion, each student put NIC’s forklift through its paces with a number of maneuvers meant to teach students how to

safely and efficiently handle cargo. All 12 students breezed through the course with flying colors and now have a valid operator certificate good for 2 years.

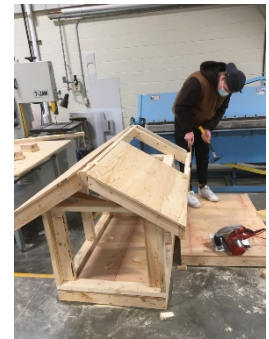
In week two, students spent working on the basics of electrical wiring with Trades Facilities Technician Robert Stone before moving into the shop for some practical exercises with lighting. From wiring a simple switch (please keep in mind that the use of the word “simple” is coming from someone whose vast electrical knowledge is not to stick a fork in the toaster) to setting up a more sophisticated surface mount circuit by bending EMT pipe.



Moving right along, students went from Electrical to Small Engine Repair. Trades and Technical Support Technician Dean Weslosky is our resident expert when it comes to small engines. The students started out in the classroom learning to use and read precision measuring tools used in diagnostics and rebuilding of small engines. Students disassembled and reassembled 5hp Briggs & Stratton engines according to manufacturer specifications, added fuel and fired them up! We are happy to report they all met with success!



In the past three weeks, students have been knee-deep in saw dust with Carpentry instructor Eric Patterson. Carpentry is one of the integral modules of the Trade Sampler program where students spend a good portion of their time. Before students move to the shop and practical components of their projects, they should be well versed in the use and safety of both hand and power tools. Current projects have students building sawhorses, doghouses and working with chisels and clamps for some basic joinery skills. As AutoCad is also used frequently in Carpentry, Eric has introduced students to the time saving advantages of this program by having them design and complete a basic blueprint drawing.



In the weeks to come, the Sampler agenda continues to provide students with a variety of potential career options in Forestry, Automotive, Heavy Mechanical, Welding and Plumbing. They will return to Carpentry for their final project the last two weeks in April.

Of Special Note

Taking an exceptional initiative for the North island communities, Regional Manager of the Mixelakwila campus in Port Hardy, Donna Merry, applied for and was awarded a Skills and Training for Economic Recovery Grant allowing for a cohort of Carpentry Foundation to be offered from March to August in Port McNeill. This program is open (and tuition-free) to unemployed or under-employed individuals impacted by COVID-19. This opportunity is not often available in remote areas and it is exciting to deliver it to students who may not have access to the larger institutions.



We welcome new members to the team!

Iam Talbot is our new Trades and Technical Program Support Technician. A Master Electrician, he spent the last six years with BC Hydro as a Generation Electrician and Plant Operator as well as owning an electrical contracting company. Iam was born and raised in Courtenay and has the West Coast coursing through his veins. An avid outdoorsman, Ian shares his love of camping, skiing, sailing, rock climbing and anything to do with nature itself with his two children. His talent does not stop at Electrical, he has a Doctorate in Traditional Chinese Medicine and is currently halfway to acquiring his

Provincial Instructor's Diploma. With such a wide range of interests and field experience, we are excited to have him onboard as our new Support Technician.

Brent DiGiuseppe is one of our new Electrical Foundation instructors. After spending the '90's in Japan teaching ESL, Brent moved to BC in 2000. Working all over the mainland as a Commercial/Industrial Controls Electrician, he finally settled in the Central Interior. Maybe "settled" is the wrong word. His last adventure saw him teaching Industrial Electrical in the Middle East to recruits of the Qatari Royal Navy in Doha at the College of the North Atlantic, Qatar. Obviously, that was the most boring job EVER, so here he is at our Port Alberni campus sharing his knowledge and expertise with a full cohort of Electrical Foundation students. Brent is happily married with two daughters that are the apples of his eye (one enrolled in NIC's Bachelor of Business Administration program!) and he is passionate about all things music, learning and technology. Welcome Brent!



And in this corner...Introducing Jamie Leslie as part of our Electrical team! Jamie is currently instructing a full cohort of Electrical Foundation students at the Campbell River campus. No stranger to the classroom, Jamie spent 13 years as an Industrial Electrician before deciding to share his knowledge by becoming a teacher. Prior to coming to NIC, Jamie spent six years at Howe Sound Secondary School, three of which were under Kwantlen Polytechnic University as a remote campus teaching Electrical Foundation to high school students. He also has 19 years of teaching in a variety of technology educational areas at Highland Secondary School where he established a popular and successful Electronic Program whose students over the years participated in the Skills Canada competitions, with a number of Provincials Champions and a National Champion – for bragging rights! Jamie and his wife raised their children in the Comox Valley and are the proud (and brave) grandparents of three!



Bidding Farewell

And yet again we must say goodbye to one of the most familiar faces of NIC. For the past 23 years, students at the Campbell River bookstore were greeted by Jill Xotta who guided them through the shelves of books, binders, supplies and materials for each and every program. A daunting task for some, new and returning students were set at ease with Jill's friendly and thoughtful manner and her willingness to go that extra mile to ensure students had every resource they needed to excel and succeed. For that, we in Trades and Technical programs are truly grateful. We will miss Jill's wealth of experience and knowledge, her meticulous work ethic and dedication to her position and to our students. Now you will probably find Jill kayaking in the estuary, hiking through the Beaverlodge Lands, camping in the great outdoors or doting on her three grandchildren, and putting her skills as a perfectionist to work planning her daughter's wedding! Happy Retirement Jill!!!



OFFICE OF GLOBAL ENGAGEMENT (OGE)**Updates from International Education**

Submitted by Romana Pasca

Global Greening Project

NIC has been invited by one of its partners in Ireland to enter in a worldwide competition to win one individual **Study Abroad Scholarship** for an NIC student to study abroad in Ireland. The value of the scholarship is approximately **€5000 plus return flights**.



Students and staff at NIC are invited to upload a Go Green photo on Instagram for a chance to win the big prize.

The Culinary Arts Program will join the competition by preparing an Irish menu to be served on March 17th at the Campbell River Campus.

Faculty Mobility

NIC has successfully submitted an application to the Faculty Mobility for Partnership Building Program, a very competitive program subsidized by Global Affairs Canada. The Faculty Mobility for Partnership Building Program provides Canadian faculty with short-term opportunities to build or expand partnerships with Latin American and Caribbean institutions through teaching and/or research at the college, undergraduate, and graduate levels.

Through this application, Laura Johnston, Instructor in the English Department, will aim to initiate a teaching collaboration with the Indigenous Department at the Instituto Tecnológico de Costa Rica exploring to reimagine connections and geographies from Indigenous perspectives through shared teachings and experiences.

Peer Connection

OGE and Student Life have partnered to launch the NIC Peer Connections program, a new initiative to help new NIC students, particularly students studying from overseas, during their transition and adjustment to post-secondary life. New students are connected with peers already studying at NIC with the aim of providing practical and social support and encourage engagement. Students are invited to join virtual groups designed as safe and informal spaces to share experiences, opinions, challenges and successes.

CICan Conference 2021/BC Council for International Education Summer Conference 2021

OGE has been accepted to present two recent initiatives developed at NIC:

Toward Decolonizing International Exchange and Academic Mobility

What type of preparation do we offer students and faculty engaging in academic mobility? How do we ensure field schools and semesters abroad mean more than an international experience to add to a resume? How do we go from “going abroad” to “learning abroad”? This session will discuss the work to develop diverse means of cultural introspection as a non-traditional approach to intercultural learning and competence development. The session will talk about using stories, cultural autobiographies, and more hands-on approaches such as creative journaling as alternatives to euro-centric intercultural competence development approaches.

Changing Attitudes to Study Global

Attitude, confidence or lack thereof, unclear understanding of the future benefits and opportunities for employment, lack of encouragement to participate, as well as financial challenges have been considered as main factors contributing to discourage study mobility experiences pre-COVID-19. This session will explore an innovative approach to changing students’ attitudes to outbound mobility post-COVID-19. A BC-Northwest Territories Study Abroad Peer Support pilot project designed to address barriers to outbound mobility in a collaborative virtual space, presents the results of investigating ways to create a new, more inclusive, and socially just model of study abroad in the emerging post-COVID-19 post-secondary education landscape.

STUDENT SERVICES AND REGISTRAR

Student Services

Submitted by Felicity Blaiklock

Counselling Department Updates:

Digital orientation presentations on "Thriving not surviving" have continued from fall through the winter term. Subjects included classroom presentations on *How to manage the stress of learning in a digital environment*, and the *Practice of Compassionate Enquiry*, as well as *Healthy living and Relationships in Canada* for international students. The Thriving in Action series also included presentations on anxiety and getting rid of unhealthy habits.

Healthy Relationship week was held in February, and presentations were held on Resiliency and on Gratitude.

In addition to all these activities, counsellor Amy Rowes has been supervising a counselling practicum student. Amy along with other counsellors also sit on several college committees including: Campus Life Advisory Committee, Sexual Violence Education Team, Student Case Management Team, and the Mental Health and Well-being committee. They remain at the ready to receive calls from Faculty in the event their students need immediate support, are also provide key support for the Early Assist service.

Campus Suicide Prevention Grant

NIC submitted a successful application for a \$50,000 campus suicide prevention grant from the Canadian Mental Health Association’s BC Division, in partnership with BC’s Ministry of Mental Health and Addictions. NIC will be using this grant to fund various initiatives including:

1. Hiring a 50% Well-Being Strategist.

2. Offering suicide prevention training to students employees and volunteers.
3. Offering 2 internal grants to engage faculty and staff in initiatives to promote mental-health and well-being across all NIC campuses.

Staff and Faculty Thank you Initiative

In November 2020, we launched an initiative so that students could recognize the contribution of NIC instructors and staff. Students nominate someone whose expertise, kindness and/or support has made a difference. Nominees are sent an thank you e-card with the comments included. To date, we have recognized 14 faculty and 3 staff.

Small Rural College Collective (SRC Collective)

Student Affairs managers and directors from some of BC's smaller, rural PSIs are collaborating to share information, ideas and events to support student success. NIC Student Life/Affairs are coordinating the collaboration, and it includes representation from: Selkirk College, College New Caledonia, College of the Rockies, University of Northern BC, Nicola Valley Institute of Technology.

New Student/Dual Credit Orientation

An Orientation session was held on February 1 for all dual credit students, as well as any other new students starting a program in February. Over 100 students attended the live session which covered a variety of important topics, including Indigenous supports, academic supports, personal supports, and student engagement opportunities. Representatives from the Library and Learning Commons, Student Technical Services, NISU, and Student Services were present. The session was recorded and placed on our Virtual Orientation webpage for those unable to attend. We made a point to communicate directly with District Coordinators so they were aware of the session, and to encourage their students to attend. The next live orientation session will be held in May for students starting the spring/summer term.

Early Assist

Early Assist continues to be well utilized by faculty and staff with 62 referrals received to date this term. We continue to promote this program widely to encourage usage.

Diversity & Inclusion Training

Student Life partnered with Human Resources and CUPE in coordinating two, 3 ½ hour diversity and inclusion workshops for CUPE staff. This opportunity was provided to all CUPE staff from Student Services and was then available to CUPE staff campus wide. Kwela Leadership and Talent Management provided the training which explored several topics, including defining and celebrating diversity, understanding and tackling unconscious bias, challenging systems including privilege and oppression, and what it means to be an ally. Almost 80 staff attended the training and the feedback was very good.

Suicide Prevention Training

Student Life coordinated a suicide prevention training opportunity for front line Student Services staff. This training opportunity is online, asynchronous 90 minute course. It will provide staff with the skills to recognize the signs of suicidal ideation and to be able to make a referral to appropriate supports. The training is called LivingWorks Start and is provided by LivingWorks, the same organization that provides Applied Suicide Intervention Skills Training (ASIST).

Student Engagement Opportunities

Despite the challenges COVID has created engagement with students has been quite successful this term. Student Life presented Healthy Relationships Week in February with a variety of live and passive programs to engage students. The third in our series of 4 Brave Spaces sessions was held in February with the topic of White Privilege. Over 70 students and staff attended this engaging session. In addition to the

Student Life Facebook group we have expanded our social media presence by creating an Instagram account and a channel in Discord. We have also tasked our student Campus Life Assistants in engaging with students on these platforms.

Library & Learning Commons Update

Submitted by Jennifer Evans

Black History Month (February)

The campaign for BHM included print book displays, digital displays, and an online guide. LLC staff worked closely with Student Life to promote events and learning opportunities to bring awareness of Black history to the College community.

Healthy Relationships Week (February)

The Library participated in the College's Healthy Relationships campaign by developing an online subject guide with links to library collection titles that support healthy relationships. We also offered the Blind Date With A Book promotion in which LLC staff customized book bundles for students/staff based on the patron's reading tastes.

Love Your Library Event (March 2-4)

This virtual event, attended by 33 students, featured multiple workshops (statistics, writing, presenting), extended research and writing support hours, contests, and socializing opportunities through BlueJeans chat rooms.

Curbside Pickup / Print & Video Borrowing

Students, staff and faculty may borrow laptops as well as items from our print and video collection by using the Curbside Pickup service. Library users can place a hold on a book or video from the library catalogue online. When they arrive to pick up their items, they contact lending services and staff bring the requested items to the entrance of the building.

Laptop Borrowing

Students may borrow laptops from the library hourly or by the day/week. If they would like to borrow a laptop, they can call ahead or buzz the library and staff will meet them at the entrance of the building to complete the transaction.

Workshops

- Citation
 - 25 workshops
 - 50 registrations
- Writing
 - 10 workshops
 - 107 registrations
- Math
 - 5 workshops
 - 4 registrations

Library Statistics (January 1, 2021 – March 12, 2021)

- Curbside Pickup
 - 364 books
 - 60 Laptops

- Research Appointments (Jan/Feb)
 - 137 appointments
- AskAway Appointments
 - 55 appointments
- Research Orientations
 - 10 orientations
 - 202 students attended
- Writing Support Appointments
 - 207 appointments
- Write Away Appointments
 - 71 appointments
- Math Support Appointments
 - 156 appointments
- Peer Tutors
 - 19 peer tutors
 - 105 appointments
- LLC webpages (views)
 - APA Style Guide: 36,745
 - LLC Website: 17,534
 - Student Tech Services: 10,006
 - MLA Style Guide: 6,453
 - Research Help: 1,949
 - Citation/Style Guide: 1,948
 - Writing Support; 1,874
 - Book a Computer: 1,764
 - Plagiarism: 1,716
 - Annotated Bibliographies: 1,409

NORTH ISLAND COLLEGE



VANCOUVER ISLAND, CANADA 

Update from the Office of Global Engagement February 2021

Enrolment Update

With January well underway, we are happy to report that we have welcomed a total of 36 new international students to start their study offshore and onshore for 2021 January term. This term has been one of the most challenging terms with 70 students deferring to the next available term. There was much disappointment on both sides, but we are hopeful that study permit processing has become more constant and stable, and that we will be able to welcome more students in May and September 2021.

International Education Articles

Government of Canada introduces further restrictions on international travel, January 29, 2021, Transport Canada International Travel

- The government and Canada's airlines have agreed to suspend all flights to and from Mexico and Caribbean countries until April 30, 2021.
- All air travellers arriving in Canada, with very limited exceptions, must reserve a room in a Government of Canada-approved hotel for three nights at their own cost, and take a COVID-19 molecular test on arrival at their own cost.

Visa delays risking mental health of int'l students, February 01, 2021, The PIE News

- International students are facing serious mental health problems after waiting for almost a year for their Canadian study permits to be processed.
- These students have started their courses at Canadian universities and are studying online. But poor internet connectivity, time zone differences and the uncertainty caused by the visa backlogs has taken a serious toll on their mental health.

Laurentian files for creditor protection as int'l enrolments falter, February 05, 2021, The PIE News

- Canadian public university Laurentian University filed for creditor protection this week – a move that will rock the country's international education sector for years to come.
- Post-secondary institutions across the country have been following similar strategies, so competition was intense.
- It may be a cautionary tale for post-secondary institutions across Canada that are reliant on international tuition revenues.

International Students of NIC

Beginning studies during a pandemic in Bridget's words



So it was on the 28th of December when I boarded the plane from Zimbabwe to Canada, to be honest I had mixed emotions. I was excited, and at the same time I was very sad. I was excited because it is my first time going to Canada, it is my first time studying overseas. However, I had never travelled for long hours or long distance without my parents, and it was during the pandemic. So from Zimbabwe to South Africa it was a short journey, and I don't have much to say except to say it was just pleasant. And from South Africa to Netherland which is around 11 hours, it was the longest by the way, however I didn't feel it because most of the hours I spent sleeping. And it was a good thing because in reality most of the seats were empty and I had some extra space and I made myself a bed. Because of that I didn't even suffer from any jetlag. So it was a very good experience. And from Netherland to Canada, which was around 9 hours, it was also a

very good journey because I had 2 seats to myself again, and those 9 hours I was sleeping again so I didn't feel anything again.

Fast forward, when I was at the port of entry, when we got there, before you enter the immigration front we were asked to show the arrivecan document and that wasn't an issue because the Global Engagement office made sure that my documents were in order so I showed them the arrivecan receipts and went to the side where they asked about COVID.

When I got there they wanted my quarantine plan. Because Global Engagement office made sure that I had the plan, it was on paper and officers were very very appreciative of that because they said they made it very easy for us because it is all on paper. So I went to the immigration office and I didn't have to wait for long hours to be honest, because everything was in order. I got my study permit, I didn't have to go through a series of questions, they just offered me the study permit, "This is for Bridget, you don't have to do this and that, and you are allowed to work for this and that hours". And this is where the real journey started.

Going to Comox Valley, which is a very beautiful place by the way. So I could say this is a part of the journey where I was up and didn't sleep, because that is where my excitement really started. **I was pleased to see the mountains. It was just mountains throughout and the view was just so pleasant.** And when we got there I had to call a taxi and the comox taxi came and I went to Super 8 motel. When I got to Super 8 motel, everything was just so simple because I had the confirmation paper and they just said "oh, we have your room, and you have to go to your room now".

I went to my room and everything was just perfect, because the school, not only did they buy groceries for me, Junko came and gave me a NIC package from the school. It was very welcoming package. So groceries I was able to pull for about 3-4 days and from there I was ordering online. I did order from Dominos, Thrifty Foods and also from KFC. So that was the routine throughout my 14 days of quarantine. And during my 14 days Junko did check on me for the first week and Nadine was checking on me for the 2nd week, and everyday it was a series of questions, whether I was in a for example, if I had a sense of taste, or suffering from fatigue or tiredness, or if I had fever, and of course I had arrivecan messages so I was answering a series of questions as well. **I was answering questions everyday, and I had no COVID symptoms. It was also a great thing because even the people from Super 8 were also checking on me to see how I was doing.**

I literally had everything I ever needed in that room, though of course sometimes you get tired of living in the same room, but I was glad that I had this opportunity of going out and standing on the balcony, and if the weather is great I could see the weather. For example

when the sun would go out I could also go out and just see it from the balcony. So I was not really “confined, confined”, and it was actually a good experience.

Well, I started my classes online during quarantine and actually they are great. **Meeting great professors and having great classmates, I mean it is just a blessing.** A blessing we normally don't see anyway. So fast forward, I was done with my 14 day quarantine, and during my quarantine I was able to apply for SIN online. I was able to look for an apartment so I found a very nice apartment here in Comox. Here I am close to the park and everything and it is a very beautiful place, and everything was just great. So I am here, very healthy, no COVID, having my lessons, and I actually went for my first f2f lab experience last week and I was there at school, it is a very good school and good place. **And I do not regret it, it was a very nice experience and I would recommend anyone from anywhere to study at NIC because of what I had seen and experienced.** So that is just my experience and I thank the school for making my experience so great. Thank you.

OGE Student Support Services

Since August 2020, North Island College has welcomed over 30 new and returning international students back to Canada under the new Quarantine Act rules implemented by the Canadian government. OGE's role in settlement includes all pre-departure communication, organization of support documents and letter for entering Canada, hotel or homestay accommodation while in quarantine, and issuing “Welcome Packages” upon arrival to their quarantine location. The time span from the first communication with the student to their arrival in Canada ranges from a few months to just a few days.

The “Welcome Package” for students is left either in their hotel room or at their designated quarantine location before they arrive to maintain safe social distancing practices. Provisions for approximately three days are included, and are intended to give the student time to adjust before they need to begin ordering groceries or food delivery. Many students travel 12 hours or more before they arrive to the Comox Valley and many have expressed their thankfulness at having ready to eat food waiting for them upon their arrival.

During their 14 day quarantine period students are contacted daily for their “Health and Wellness” check-ins by the OGE Global Engagement Liaison and provincial and public health officials to ensure they are following the rules set out by the Quarantine Act but also as a way to develop a connection with the students and to allow ample time for questions about their studies and/or supports offered to international students by North Island College.

We are anticipating approximately 10 to 15 more students to arrive over the Winter 2021 semester. Many of these students are continuing students who returned home for a short period and will be re-entering Canada.

Last week the Office of Global Engagement was able to successfully launch the “iCent Ap” as a new option for students in quarantine for daily check-in messaging using their app on their phone or laptop.

iCent Alert: Standing together to support our clients during COVID-19! For more information

[Click Here](#)




Internationalize with iCent

Successfully helping international students and newcomers become acclimated to academic, work and social life



Pre-Arrival
Information



Post-Arrival
Information 

Global Learning by Margaret Hearnden

Even if you're not a marathon runner, you get the metaphor. We all experience the world differently. For me, it feels a little like we're in mile 20 (or should I say at 32 out of 42 km). Legs getting wobbly, wondering how to make it to the end, and knowing there *is* an end in sight, even if it's not yet visible. But chocolate; there is always chocolate.

Connecting with peers

The **Association of American Colleges and Universities** is holding a [conference on general education, pedagogy and assessment, February 11th to 13th](#). Sessions include how to use rubrics, creating critical thinking assignments, achieving excellence in inclusion, and how to increase student engagement in online learning environments.

Cost: \$415 US (cheaper if 3 or more individuals sign up from an institution)

In the News

Nathalie Bondil on redefining museums' roles, positive impact of cultural diversity on creativity - Thought provoking article on the positive impact of cultural diversity and museums. I particularly like this quote:

I am convinced that in our century, culture will be to health what sports were to it in the 20th century. I would remind skeptics that only a century ago it was believed that sports could deform the body and harm women's fertility! I am convinced that cultural experiences will be understood to contribute to well-being, the same way that sports improve physical conditioning (Nathalie Bondil)

Resources

A useful tool to share with students, the [assignment calculator](#) that helps students divide research and writing projects into manageable steps:

I attended a BC Campus online event this month on Indigenizing the Curriculum and heard about a book called *We all go back to the land: The who, why and how of land acknowledgments* by Suzanne KeepTwo.

Quote of the Month

"Laughter is the sun that drives winter from the human face" (Victor Hugo).



Study Abroad

NIC has successfully secured Colleges and Institutes Canada (CICan) funding to study new ways to increase the accessibility of study abroad experiences for under represented students. They include:

- **Breaking out of the Box: A Non-Traditional / Decolonized Toolkit for International Study Abroad and Intercultural Exchange**: Led by NIC Global Learning Facilitator Margaret Hearnden, this \$25,000 project will develop tools to encourage and support under represented students to participate in study abroad and digital intercultural learning environments.
- **Canada's West Coast Fishery: Indigeneity and Japanese Trans-pacific Migration**: Led by Lisa Domae, NIC Executive Vice President Academic and Chief Operating

Officer, this \$25,000 project tests a decolonized approach to recruiting and preparing Indigenous and under represented, low-income, visible minority students for a culturally relevant, industry focused study abroad experience in Japan. Students will explore trans-pacific migration, Indigenous sovereignty, ethnic and intercultural relations and globalization in the context of Canada's fishing industry.

- Global Mobility Peer Support: In partnership with the College of New Caledonia and Aurora College. This \$40,000 project addresses some of the perceived barriers and challenges to studying abroad by connecting students who are hesitant to participate with former exchange students outside of Canada and virtual experiences with overseas partners.

International Recruitment

In the new year we started our social media campaign, kicking it off with Brazil. With almost a 300,000 reach we had about 70 students join us for the webinar and our agent is busy following up with our leads. We expect more social media campaigns over the next two months and hope to have our brand established in many target countries.

Instagram: [studyatnicinternational](https://www.instagram.com/studyatnicinternational)

The international recruitment team is going through a large staffing change as well as strategic changes. After this month, we say farewell to our India and China representatives, Agnel Worth and Victor Liu. We have welcomed our new full-time South Asia representative, Parvinder Kaur Malhotra, and we continue to work with Linh Mai in Southeast Asia and Ewerton Lacerda in Latin/South America.

Recruitment is ongoing and we are currently busy with agent outreach. With a considerable number of changes to our recruitment strategy, agent communication, admission process and processing times, we are in the phase of "Re-Start" for our international recruitment. Although we do not expect a large surge of students so quickly, we expect to build a strong foundation worldwide over the next year.

Currently we are actively recruiting from following countries (by region):

- East Asia: Japan, Korea, Hong Kong
- Southeast Asia: Vietnam, Philippines, Indonesia
- South Asia: India, Bangladesh, Sri Lanka, Nepal, Pakistan
- Africa: Nigeria, Kenya, Zimbabwe, Uganda, Rwanda, Tanzania, Morocco, Mauritius
- Latin America: Mexico, Brazil, Columbia, Ecuador
- Middle East: UAE, Iran

There are many other countries that we reach out to on a regular basis and we hope to increase our engagement and we expect to increase our reach in Europe.



Episode One: The Indigenous Engagement and Narrative in International Engagement

Welcome to BCCIE's ([BC Council for International Education](#)) *Morning Coffee Series - Things We Should Be Talking About*

These **important series take just 10 minutes** of your time. Speakers explore

issues and topics crucial to the conversations we should be having.

Presenter: **Dr. John Chenoweth**,
Associate Vice President - Academic &
Community Education, Nicola Valley
Institute of Technology (NVIT), member of
the Upper Nicola Indian Band of the
Okanagan Nation.



Sincerely,

The Office of Global Engagement Team



Continuing Education & Training (CET) Department

Highlights – March 2021

CET Regional Highlights – Bob Haugen:

The 2020/2021 fiscal year has been challenging to say the least. With the Covid-19 pandemic effectively sidelining our training for the first three months of the year and meeting the challenge of retooling our courses for online delivery, we have been scrambling. Now, with the end of the pandemic in sight and a new fiscal year to look forward to, we have taken a bit of time to reflect on what aspects of online training we will want to retain in our programs, and to transition back to in-person course delivery. Much of the online training has been positive and has enhanced our ability to deliver the training programs we offer.

Our action plan for the new fiscal year is to strengthen our core program areas and to develop innovative programs to assist in economic recovery throughout the region. We will continue to offer brewing, food production and farming courses as well as our Board-approved credentials such as Activity Assistant, Metal Jewelry and Design and Hospital Unit Clerk.

We are optimistic that the innovations we have developed in our course delivery models will improve our service to our students as well as meet the training needs in our communities.

Comox Valley Campus

Susan Murray:

First Aid Training

The First Aid Training Department has been extremely busy. Many employers have been choosing to run contract training for their employees if their numbers permit so they can limit public contact. To date, we have 561 students registered in courses ranging from basic first aid to EMR / OFA Level 3 training with some blended learning models as well as classroom models. These numbers will increase significantly before the end of April with more contracts and courses to come. We have provided training for the general public, CET programs, trades students, health / human services students and contract clients.

Sustainable Farming Program



We will be offering our second Sustainable Farming Program starting in the spring and are currently applying for funding. The program offers classroom and hands-on training for 12 students at Lentelus Farms in a variety of agriculture topic areas. Many of the students from last year's program have found full time or part time employment in the agricultural field and several others are starting or expanding their own small farms and market gardens.

Craft Brewing and Malting Program

The Craft Brewing and Malting Program has successfully completed the first half of this two-part program. Students are now participating in the hands-on portion of the program on Sundays with half of the class attending alternating weeks and the other half joining by Zoom. Applications for the Fall 2021 co-hort are being accepted with registration opening June 14th.

NEW! Facility Maintenance – Carpentry Micro-Credential

We have our first Facility Maintenance – Carpentry Micro Credential course running Mar 8 – 12th at the Lentelus Farm with six students attending the funded program. This is one program of a multi-program certificate being developed by several CET divisions across BC. Once all of the programs are developed and ready to offer, they will be bundled into a certificate program. Students on this course are given training in the basics of carpentry / building and safe tool operation.



Julian Benedict: Activity Assistant Certificate Program

The North Island College Activity Assistant Program continues to be a province-wide leader in developing highly trained recreation aides for public and private care facilities. After converting the program to a live online format in September 2020, it has since graduated two full cohorts already serving in various BC communities. Instructor Deborah Provencher observes that this unique program seems especially well-placed for online: “Students are busy managing demanding rotational shifts at their care facilities, she says. “This program provides them the flexibility to succeed in advancing their education on their own terms.”



Deborah Provencher, Activity Assistant Instructor

Meanwhile, Continuing Education Acting Director, Bob Haugen, has also launched an innovative new partnership with participating BC Colleges. The new cooperative partnership facilitates an easy way for other institutions to ladder into the Activity Assistant program. “We are working closely with our partner institutions, such as Okanagan College, to enhance access and support to education, regardless of where you live,” he says.

The program was also featured in a February 2021 article in Senior Living Magazine. Program Coordinator Julian Benedict authored the piece entitled *Addressing Loneliness More Important Than Ever for Seniors*. “The article highlights how this program can make a meaningful and positive contribution to the lives of seniors managing in the wake of the pandemic,” he says. Prospective students are encouraged to apply for the Fall 2021 program as the Spring cohort is already near capacity.

NEW! Advanced Memory Care Micro-Credential

NIC’s Continuing Education will soon launch a ground-breaking online course specifically designed for healthcare professionals providing support for seniors experiencing memory loss. The eight-week, intensive course will explore how the brain functions and how to identify different types of dementia, so caregivers can better support residents in care - both as individual workers and in workplace teams. Students who complete the training will receive a Certificate of Completion from the College. More information will be available on this course in the coming weeks.

Animal Care Aide Program

Since moving online in October 2020, NIC’s Animal Care Aide Program continues to attract students from across the province. Applications are now being accepted for cohorts beginning in October 2021 and January 2022. The Fall program is already nearing capacity, with students already applying to the Winter 2022 program almost a year away. Instructor Cris Caumartin continues to add additional interactive resources and further tailor programming to meet the needs of online classes. “Demand remains strong for this program as more and more people adopt animals in the wake of the pandemic,” she explains. Prospective students can apply at the following [link](#).

Comox Valley ElderCollege

Comox Valley ElderCollege (CVEC) has enjoyed a successful ‘all-digital’ Winter term this semester, attracting 825 annual memberships with over 40 regular and short courses, as well as eight Saturday lectures. Both courses and lectures were well attended in Winter term, and the program’s special series on the fascinating history of London, England has received wide praise. CVEC volunteers were very busy providing technical support to instructors and students learning how to navigate Zoom-based courses, but surveys suggest the experience has been positive. Considering that many other Third Age Learning programs have closed or greatly curtailed their offerings during the pandemic, CVEC has much to celebrate. CVEC will remain online for the Fall 2021 semester and likely return to the College classroom beginning in early 2022.

Port Alberni Campus

Leanne Moore:

Wildfire Crew Member Training

On March 1st, in partnership with Strategic Natural Resource Management, CET successfully launched two full cohorts of the Wildfire Crew Member Training program. The four-week program is funded through the Community Workforce Development Grant. In a blended format, students are attending approximately half of the program online via video platform while the hands-on portion is being delivered in person at the Campbell River and Port Alberni campuses. Successful completion in the program will provide students with a variety of industry certificates to find employment in Wildland firefighting in BC or Alberta.



NEW - Food Production & Processing

On March 8th, the new Food Production and Processing Program started with a full cohort of 12 at the Port Alberni campus. The 15-week Community Workforce Grant funded program includes theory, hands-on activities, and a six-week work experience component. The students are fortunate to be learning some of their skills in the new, fully outfitted, food hub facility in Port Alberni.

Once the training is complete, participants will be ready to go to work in food processing plants, supermarket produce departments, delis, restaurants, cafes and catering companies.



Campbell River Campus

Sandy Rose:

Hospital Unit Clerk Certificate Program

After moving from an entirely classroom based delivery model to an online delivery last Fall, NIC's Hospital Unit Clerk (HUC) Program is entering the final month of classes and final exams. Starting in April, this cohort will complete their graduation requirements by attending Island Health practicum placements for a total of 90 hours of experiential learning with a trained and qualified HUC preceptor. Graduates will be well prepared for positions in this high demand area. Recruitment for Fall 2021 is well underway with a healthy applicant pool established.

NEW! Building Service Worker Micro-Credential

In partnership with Continuing Education & Training Association of BC, NIC's Continuing Education will soon offer an enhanced version of the popular Building Service Worker (BSW) Level 1 course. In addition to the existing BSW Level 1 content, students will receive an additional day of training to address seven key objectives related to contagion safety protocols. This additional day of training will include content and specific skills required to prevent viral and bacterial disease outbreaks. Students who complete the training will receive a Certificate of Completion from North Island College. A free pilot offering has been scheduled for March 18-21, 2021 at the Campbell River campus. More information will be available on this course in the coming weeks.

Digital Elevation Expertise Program (DEEP) – Campbell River

After a very successful delivery of the DEEP in Port Hardy which completed in December 2020, Continuing Education & Training partnered with the City of Campbell River's Office of Economic Development to provide another DEEP program for area residents. Ten students have embarked upon this 10-week program that provides valuable skills in the new age of the digital economy. This funded program is designed to set students up for success by supplying each participant with their very own laptop loaded with all the necessary software needed to market and sell their local services and products online.

Wildfire Training Program – Campbell River

In March 2020, CET was forced to cancel the popular Wildfire program. With funding obtained through the Community Workforce Development Agreement and in partnership with our long standing co-applicants Strategic Natural Resource Consultants, we applied again and were thrilled to receive approval to deliver this in-demand training in advance of the 2021 wildfire season. For the month of March, students will attend classes full time with 50 percent of classes online and 50 percent in person, and will be fully prepared to apply for entry level positions on Provincial contract crews in BC and Alberta.



Lynn Weaver:

Campbell River Campus

Campbell River Elder College (CREC) continues to offer classes via Zoom this winter term. The membership saw a decrease in numbers this past fall however the Winter term shows a slight increase. CREC board members state the winter term has rolled out smoother than the fall session as students overall are more adept at navigating their way through the online virtual classrooms.

Marine Training

Marine training continues to be in high demand. Our two new courses, Navigation Safety Level 1 (NS1) and Chartwork and Pilotage Level 1 (CP1), were highly subscribed. These two courses are higher level with a challenging examination invigilated by Transport Canada. The average pass rate is historically low, however NIC has always achieved a higher than average pass rate. Our CP1 students had a success rate of 100 percent while the NS1 class achieved a pass rate of 72 percent which exceeded the national average. This success is a credit to our highly skilled and knowledgeable seafaring marine instructors.

Marine training was delivered to remote communities both in person and online last fall and we continue to see a demand. We are currently preparing to offer a series of marine “deckhand” courses required for employment on tugboats, etc. The targeted training areas are the coastal communities of Port Hardy, Port Alberni, Campbell River, Ucluelet and Tofino.

Metal Jewelry Design

Metal Jewelry Design (MJD) saw a start up in January with six students registered. The program has signed on a new instructor, Agnes Wisden, to teach a few courses. Gordon Dick, Master Carver and co-owner of the Ahtsik gallery, has once again attended the program as a guest instructor. What an incredible addition to the already talented artist instructors of the MJD program.

Board of Governors Priorities and Objectives 2021

On an annual basis, the North Island College Board of Governors establishes a set of priorities and objectives to focus its work on behalf of the College, its students and other stakeholders. The Boards' objectives are designed to align with and be supportive of the College's strategic goals, the provincial government's priorities as set out in the College Mandate Letter and other needs as determined by the Board through its planning and review processes.

For 2021, the College Board of Governors has identified five overall priorities as the focus of its work in the coming year.

- A. New President Selection and Transition
- B. Planning, Oversight and Performance Assessment
- C. Advocacy and Government Relations
- D. Indigenous Reconciliation
- E. Board Development/Education

The objectives related to each of these priorities to be implemented and achieved are as follows.

A. New President Selection and Transition

- 1. Complete the process to select and appoint a new College President.
- 2. Establish and implement a plan/process to successfully onboard and transition the new President into the position.

B. Planning, Oversight and Performance Assessment

- 3. Complete final review and approval of a new five-year strategic plan (College Plan2025) and support implementation of the Widening Our Doorways: COVID-19 A 10-Point Plan to Reset, Reshape & Renew Learning at NIC.
- 4. Determine appropriate measures for monitoring, assessing and reporting on the College's overall progress, as well as the President's, and Board/members' performance as part of the annual and multi-year planning, objective setting and review/reporting processes.
- 5. Develop governance level "Dashboard" with key indicators for each college strategic plan priority to monitor status and assess progress, draw from the performance indicators in the Institutional Accountability Plan and Report (IAPR).

C. Advocacy and Government Relations

6. Develop and activate an advocacy plan and related activities to inform and influence the provincial government regarding the College's unique strengths, challenges, needs and priority requests.

D. Indigenous Reconciliation

7. Engage with the Indigenous Education Council in a review and assessment of the College's progress in advancing the Truth and Reconciliation Commission (TRC) Calls to Action related to post-secondary education and training, and supporting the needs of Indigenous learners and communities.

E. Board Development/Education

8. Strengthen board member orientation and ongoing development with additional education, information and discussion sessions regarding:
 - i. Governance: board types (public post-secondary institutions, others), NIC board processes, policies, member roles and fiduciary responsibilities, government mandate;
 - ii. College: programs, services, administrative structure and roles, finance; marketing and communications plans;
 - iii. Roles and Relationships: Education Council, Indigenous Education Council (IEC) and NIC Foundation (NICF);
 - iv. North Island First Nations' Cultures;
 - v. Truth and Reconciliation Commission Calls to Action, and U.N. Declaration on the Rights of Indigenous People (UNDRIP)



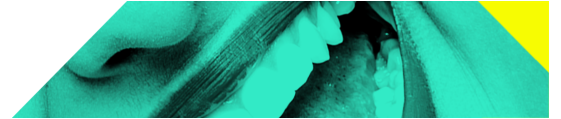
CI Can 2021

CONNECTION

Virtual Conference

(R 3.2)

Primary Menu



CONFERENCE AT A GLANCE

The conference will offer a full agenda, with several streams and sessions on a variety of topics. See our conference-at-a-glance to see how each day will unfold.

Monday, April 26, 2021

Time	Activity
11:00 – 17:00 EST	Virtual Marketplace Open
11:00 – 12:00 EST	Extracurricular Activity
12:30 – 13:30 EST	Opening and Keynote
13:30 – 13:45 EST	Exploration Time
13:45 – 14:45 EST	Thought Forums

Time	Activity
14:45 – 15:00 EST	Exploration Time
15:00 – 16:00 EST	Thought Forums
16:00 – 17:00 EST	Virtual Marketplace Exploration
16:00 – 17:00 EST	CICan Awards of Excellence Celebration

Tuesday, April 27, 2021

Time	Activity
11:00 – 17:00 EST	Virtual Marketplace Open
11:00 – 12:00 EST	Extracurricular Activity
12:00 – 12:45 EST	Keynote Addresses
12:45 – 13:15 EST	Exploration Time
13:15 – 14:00 EST	Stream Opening Sessions
14:00 – 14:15 EST	Exploration Time
14:15 – 15:00 EST	Stream Sessions
15:00 – 15:15 EST	Exploration Time
15:15 – 16:00 EST	Stream Sessions
16:00 – 17:00 EST	Virtual Marketplace Exploration

Wednesday, April 28, 2021

Time	Activity
11:00 – 17:00 EST	Virtual Marketplace Open
11:00 – 12:00 EST	Extracurricular Activity
12:00 – 12:45 EST	Stream Sessions
12:45 – 13:15 EST	Exploration Time
13:15 – 14:00 EST	Stream Sessions
14:00 – 14:15 EST	Exploration Time
14:15 – 15:00 EST	Stream Sessions
15:00 – 15:15 EST	Exploration Time
15:15 – 16:00 EST	Closing Keynote
16:00 – 17:00 EST	Virtual Marketplace Exploration Time

CICan 2021 Connection Conference

April 26-28 / Virtual

Join the mailing list to stay informed about our conference.

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Governing in the Public Interest

What it means to be appointed to a Public Sector Organization in British Columbia:
what you need to know about governing boards and tribunals



**Tips for
Navigation**



Overview



**Module 1:
Board Basics**



**Module 2:
Your Role**

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 [Announcements](#)

INTERIM PRESIDENT'S REPORT TO THE BOARD OF GOVERNORS

March 25, 2021

Prepared by Colin Fowler

This report covers the time period from February 12 to March 17, 2021. It is intended to provide an overview (not an exhaustive list) of the activities and events that the Interim President has participated in during the time period.

BC Colleges Council of Presidents (COP)

On February 23rd, I attended the COP videoconference meeting. The Honourable Anne Kang, Minister of Advanced Education and Skills Training (AEST) and Andrew Mercier, Parliamentary Secretary for Skills Training joined the meeting. Deputy Minister Shannon Baskerville was also in attendance and provided an update from AEST on fall re-opening, year-end funding, budget 2021/22, and the scope of the AEST funding review, process and timeline.

Ministry of Advanced Education and Skills Training

On February 24th, L. Domae and I participated in a conference call with Post-Secondary Presidents hosted by Deputy Minister Baskerville regarding planning for the Fall Term 2021. Dr. Bonnie Henry, Provincial Health Officer (PHO) was present, as were members of her team. The focus of the call was Fall start-up, and what the post-secondary sector needs from the PHO in order to open up our campuses further and increase on-campus training for the Fall.

Dr. Henry advised that a letter from the PHO regarding our re-start plans for September would be sent out and would provide some general guidance and support. The letter was received on March 8th and is included in the Board agenda package for the Board's information.

NIC Foundation Board

On March 1st, I attended the NIC Foundation Board meeting.

Post-Secondary Employers' Association

On March 4th, I attended a videoconference meeting with College President's and PSEA President and CEO Rebecca Maurer. The purpose of the meeting was to discuss planning for the Fall semester and the impacts for staff and faculty. The College Presidents group was aware that the letter from Dr. Henry would be coming out but wanted to discuss it with the PSEA prior to its release.

MLA North Island

On March 5th, I had a telephone call with Michele Babchuk, MLA North Island, at her request. She was interested in NIC's First Nations Gathering Place project at the Campbell River campus. She was very supportive of the project and was curious about when an announcement might be made. In addition, I discussed our success in obtaining re-training grants in her constituency. She offered her assistance with grant applications.

Board of Governors

On March 11th, I met with the BOG Executive Committee to review the agenda for the March 25th business meeting.

On March 12th, I met with the Finance and Audit Committee. The agenda included the FY 20-21 forecast, the FY 21-22 Budget, a review of NIC's Investment portfolio, and a review of the committee's terms of reference.

NORTH ISLAND COLLEGE BOARD OF GOVERNORS
March 25, 2021

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**
4.2.1 New Course Tuition Approval:
 BIO 113 - Introduction to the Marine Environment

Course Description

3 credits

This “pop sci” blended course introduces students to the physical and biological aspects of the marine environment. Topics include how the ocean works, a survey of marine biodiversity, fishing and aquaculture, traditional species knowledge, resource management, and an overview of changing ocean climates. Emphasis is placed on local marine environments and current issues in BC. A diversity of perspectives are presented throughout the course and are welcomed from participating students (e.g. Indigenous, International, and Western).

Prerequisites: C in one of Composition 11, Creative Writing 11, Literary Studies 11, New Media 11, Spoken Language 11, EFP Literary Studies and Writing 11, EFP Literary Studies and New Media 11, EFP Literary Studies and Spoken Language 11, English 11, English First Peoples 11, or ENG 052; or English Assessment. English 12 highly recommended.

BIO 113 is an elective option in the Associate of Arts/Science Degree

Education Council Approval Date: March 13, 2020

Proposed Domestic Tuition & Fees

Course/Lab Name	# of Credits	Course Fee	Program Lab Fee	Total Cost
BIO 113 – Introduction to the Marine Environment	3	\$149.30 credit	n/a	\$447.90

As this course is not a prescribed component of any program, the Tuition Limit Policy does not apply. Proposed tuition is costed by credit in keeping with current Academic tuition and fee and reflects similar costing of recent approvals under the Math/Science programs.

Proposed International Tuition

This program falls under the Academic tuition category under *International Tuition and Fees Bylaw No. 6, 2021*, resulting in a proposed tuition of \$468.18/credit, or total cost of \$1,404.54.

Action:
Board of Governors approval of tuition.

Suggested Domestic Tuition Resolution

THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVES THE FOLLOWING DOMESTIC TUITION, EFFECTIVE IMMEDIATELY.

Course Name	Course Code	Costing Unit	Cost/Unit	Total Course Cost
Introduction to the Marine Environment	BIO 113	Credit	\$149.30	\$447.90

Suggested International Tuition Resolution

THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVES THE FOLLOWING INTERNATIONAL TUITION, EFFECTIVE IMMEDIATELY:

Course/Program Name	Course Code	Costing Unit	Cost/Unit	Total Course Cost
Introduction to the Marine Environment	BIO 113	Credit	\$468.18	\$1,404.54

NORTH ISLAND COLLEGE BOARD OF GOVERNORS
March 25, 2021

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 F21/22 Draft Budget (*attachment*)

Background:

In past years, the Provincial budget was released in mid-February. This year the Provincial budget won't be released until April 20th, due to the impacts of the COVID-19 pandemic. While the Provincial budget doesn't always include post-secondary items that are pertinent to NIC's budget planning, it can provide an indication of the overall direction government is taking.

NIC's budget is in draft form and will continue to be fine-tuned from now until it goes to the Board for approval in late April. The College generally receives some additional Provincial funding during March for programs that span the following fiscal year. As those currently aren't included in this draft, it can be a little challenging to compare this early draft budget with the completed FY 20-21 budget.

The draft budget is attached, along with some additional tables and notes to provide some additional context.

Action:

For information only

NORTH ISLAND COLLEGE

2021-2022 Budget - Draft

	<u>2021-2022</u>	<u>2020-2021</u>	<u>Change</u>
Revenues			
Province of BC revenues			
Base operating grant	\$26,632,407	\$27,429,603	-\$797,196
Industry Training Authority grant	2,927,628	2,971,911	-44,283
Routine capital	160,592	320,020	-159,428
Leases	347,604	344,640	2,964
Aboriginal Service Plan	436,473	510,661	-74,188
Literacy grants (CALP)	210,896	233,500	-22,604
Student aid (AUG, LDAB, SOS, AEF)	359,620	383,899	-24,279
Educational partnerships (VIU, Island Health)	617,593	789,000	-171,407
Provincial contracts	772,896	1,116,455	-343,559
	<u>32,465,709</u>	<u>34,099,689</u>	<u>-1,633,980</u>
Federal Government grants and contracts	1,058,752	725,963	332,789
Student fees			
Base funded programs	4,781,634	4,586,833	194,801
Cost recovery program	1,172,371	1,314,132	-141,761
International Education	4,843,623	6,892,555	-2,048,932
	<u>10,797,628</u>	<u>12,793,520</u>	<u>-1,995,892</u>
Sales of goods			
Bookstore revenue	820,000	1,294,000	-474,000
Cafeteria revenue	145,000	184,000	-39,000
	<u>965,000</u>	<u>1,478,000</u>	<u>-513,000</u>
Contract services	1,244,644	280,083	964,561
Investment income	510,020	543,350	-33,330
Other income	420,692	450,900	-30,208
Total Operating Revenue	47,462,445	50,371,505	-2,909,060
Amortization of deferred capital revenue	2,916,306	2,911,442	4,864
Total Revenue	50,378,751	53,282,947	-2,904,196
Expenditures			
Salaries, benefits, other personnel costs	37,725,581	38,671,232	-945,652
Advertising and promotion	776,917	744,989	31,928
Books and periodicals	343,874	288,123	55,751
Cost of good sold	676,112	999,150	-323,038
Equipment costs	1,621,473	1,234,312	387,161
Facilities costs	2,651,655	2,577,977	73,678
Financial service charges	234,003	232,695	1,308
General fees and services	1,564,819	1,833,265	-268,446
Student awards	732,354	883,615	-151,261
Supplies and general expenses	1,252,310	1,230,057	22,253
Travel	685,051	763,662	-78,611
Grant transfers	210,896	233,500	-22,604
Donation to Foundation	0	0	0
Amortization of capital assets	3,645,840	3,590,370	55,470
Total Expenditures	52,120,885	53,282,947	-1,162,063
Revenue less Expenditures	-1,742,134	0	-1,742,133

Base Operating Grant Breakdown	FY 21-22	FY 20-21	Variance
Ministry Operating Grant	24,979,131	24,267,267	711,864
One-Time Grants	<u>1,653,276</u>	<u>3,162,336</u>	<u>-1,509,060</u>
Total	26,632,407	27,429,603	-797,196

Notes: 1. The increase in the Ministry Operating grant is mainly due to wage settlement funding under the Economic Stability mandate.
2. The decrease in the one-time grants is mainly due to the timing of preparing this draft. We tend get some grant funding late in the fiscal which is not in the current year draft.
3. One-time grant funding does have variability that impacts expenses. It also has to be viewed with the inclusion of all contract training revenues (see table below).

Contract Funding - All Sources	FY 21-22	FY 20-21	Variance
Provincial Contracts	772,896	1,116,455	-343,559
Federal Grants and Contracts	1,058,752	725,963	332,789
Contract Services	<u>1,244,644</u>	<u>280,083</u>	<u>964,561</u>
Total	3,076,292	2,122,501	953,791

Notes: 1. Overall contract training funding has increased in FY 21-22, when all categories of contract training are taken into account.
2. It should be noted that most of the Federal grant funding relates to Applied research.

Salaries and Benefits	Increase/ Decrease
Annual wage increase estimate	650,000
Benefit Cost Savings	-195,000
Reduced Staffing costs re: International and Pandemic related	<u>-1,399,000</u>
Total	-944,000

NORTH ISLAND COLLEGE BOARD OF GOVERNORS
March 25, 2021

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 F20/21 Forecast (*attachment*)

Background:

Fiscal Year 20-21 has been impacted greatly by the COVID-19 pandemic. The timing of the pandemic meant that NIC passed a balanced budget just as the impacts of the pandemic were beginning to be felt. However, passing the balanced budget was beneficial as it created a benchmark to work from as a starting point. We then began comparing the pandemic-impacted results against this established benchmark.

NIC's original forecasts created back in May 2020 indicated that the deficit could be in the magnitude of \$3M. However, that was predicated on a significant reduction in both Domestic and International tuition revenues. At the time it was challenging to predict what impact the pandemic would have on domestic student program delivery.

In the end our domestic student enrolment numbers have remained stable and even grown slightly, especially in programs starting in Winter 2021. We've also mitigated more of the revenue declines with reductions in expenses than we had anticipated early in the pandemic.

As a result, NIC is now forecasting a much smaller deficit than earlier anticipated. The projection from late January was for a deficit of approximately \$1.4 million. In February, we updated NIC's 3rd quarter statements to include January's results. The deficit at that point was \$1.58 million. Not significantly different than the projections from January, so we didn't update the forecast. NIC has received approval to run a \$2.2 million deficit, so we will be well within that approval limit.

The FY 20-21 forecast (along with notes) is attached.

Action:

For information only

NORTH ISLAND COLLEGE
2020-2021 Forecast with Covid -19 Impacts
Forecast Updated January 26, 2021

	<u>2020-2021 Budget</u>	<u>Adjustments & Covid Impacts</u>	<u>20-21 Forecast</u>
Revenues			
Province of BC revenues			
Base operating & One-Time Grant Funding	\$27,429,603	\$888,823	\$28,318,426
Industry Training Authority grant	2,971,911		\$2,971,911
Routine capital	320,020		\$320,020
Leases	344,640		\$344,640
Aboriginal Service Plan	510,661		\$510,661
Literacy grants (CALP)	233,500		\$233,500
Student aid (AUG, LDAB, SOS, AEF)	383,899		\$383,899
Educational partnerships (VIU, Island Health)	789,000		\$789,000
Provincial contracts	1,116,455	-1,000,000	\$116,455
	<u>34,099,689</u>	<u>-111,177</u>	<u>33,988,512</u>
Federal Government grants and contracts	725,963	-400,000	\$325,963
Student fees			
Base funded programs	4,586,833		\$4,586,833
Cost recovery program	1,314,132	-64,132	\$1,250,000
International Education	6,892,555	-2,200,000	\$4,692,555
	<u>12,793,520</u>	<u>-2,264,132</u>	<u>10,529,388</u>
Sales of goods			
Bookstore revenue	1,294,000	-750,000	\$544,000
Cafeteria revenue	184,000	-120,000	\$64,000
	<u>1,478,000</u>	<u>-870,000</u>	<u>608,000</u>
Contract services	280,083	150,000	\$430,083
Investment income	543,350		\$543,350
Other income	450,900		\$450,900
	<u>450,900</u>		<u>\$450,900</u>
Total Operating Revenue	50,371,505	-3,495,309	46,876,196
Amortization of deferred capital revenue	2,911,442		\$2,911,442
Total Revenue	53,282,947	-3,495,309	49,787,638
Expenditures			
Salaries, benefits, other personnel costs	38,671,232	-2,251,856	\$36,419,376
Advertising and promotion	744,989		\$744,989
Books and periodicals	288,123		\$288,123
Cost of good sold	999,150	-416,050	\$583,100
Equipment costs	1,234,312	1,554,432	\$2,788,744
Facilities costs	2,577,977	634,732	\$3,212,709
Financial service charges	232,695		\$232,695
General fees and services	1,833,265	-750,470	\$1,082,795
Student awards	883,615		\$883,615
Supplies and general expenses	1,230,057	-212,498	\$1,017,559
Travel	763,662	-638,662	\$125,000
Grant transfers	233,500		\$233,500
Donation to Foundation	0		\$0
Amortization of capital assets	3,590,370		\$3,590,370
	<u>53,282,947</u>	<u>-2,080,372</u>	<u>51,202,575</u>
Total Expenditures	53,282,947	-2,080,372	51,202,575
Revenue less Expenditures	0	-1,414,937	-1,414,937

Notes (FY 20/21 forecast):

1. Base Operating grant adjusted to include one-time initiative funding as that funding comes in. There was an estimate made at the beginning of the fiscal that has been adjusted to reflect actual activity.
1. Provincial contracts adjusted downward by \$1M to reflect actual activity. Original budget amount was an estimate based on prior years. Expenses adjusted by an equal amount.
2. International student tuition projected to be down by \$2.2M at year-end. Forecast will be adjusted as YTD actual revenues come in.
3. Domestic student FTEs are projected to exceed budget, but have forecast to be on budget just to be safe.
4. Significant reduction in Bookstore and Cafeteria revenue also results in a reduction to Cost of Goods sold. That said, the bookstores and cafeteria fixed costs will drive an approx \$250K loss in Ancillary operations.
5. Investment earnings now projected to be on budget as 3Q results indicate.
6. Salary and benefit cost savings a result of reduced course sections offered due to the reduction in International students. Much of the Provincial one-time funding came in late in the fiscal, so much of the Revenue and the related Salary costs will be recognized next fiscal.
7. Equipment cost increases mainly due to digital delivery requirements such as laptops, servers, and infrastructure investments to shift delivery methods.
8. Saving in general fees and services is mainly OGE agent fee savings driven by drop in International students. Travel savings are a result of restrictions on air travel and border closure.

**Vice President Strategic Initiatives
Report to the Board of Governors
March 25, 2021
Prepared by Randall Heidt**

This report covers the time period from February to March 2021. It is an overview of the activities and events of the NIC Foundation and Strategic Initiatives Division during this time period.

CARTI research on sea cucumbers receives national attention

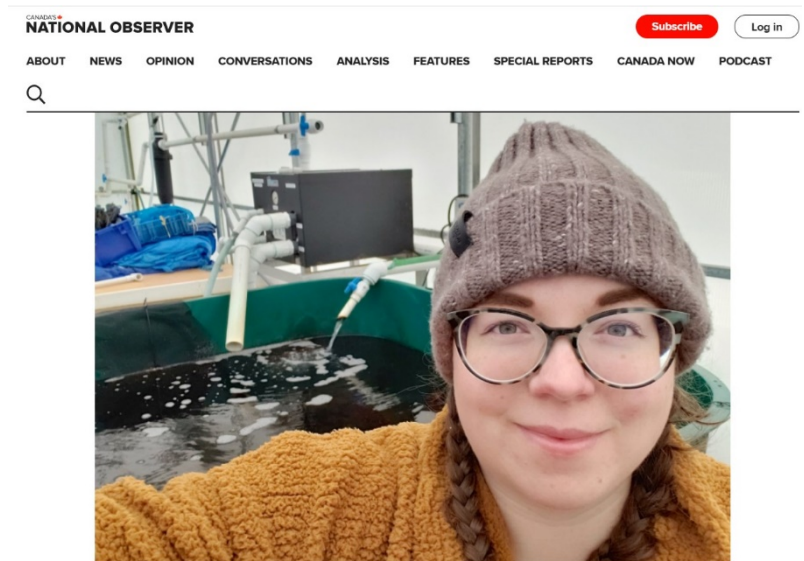
NIC researcher Emaline Montgomery is receiving local, provincial and national media coverage for her research on *Apostichopus californicus*, or the giant red sea cucumber.

A story in Canada's National Observer describes how Montgomery's research is studying how these "unsung heroes" of the seabed may be the ticket to more environmentally friendly and sustainable aquaculture. Montgomery is researching the sea cucumber's ability to remove excess organic matter from surrounding water and sediment and how the co-cultivation of various species together could improve the sustainability and profitability of aquaculture. Montgomery also explained how she is exploring and developing containment methods for growth of sea cucumbers in British Columbia.

Read more about Emaline's research and listen to her interview with Kathryn Marlow on CBC's All Points West: [Sea cucumbers could soon be taking the ocean floor by storm at an aquaculture farm near you](#)
Read the Canada's National Observer story: [Is the lowly sea cucumber the new superhero of sustainable aquaculture?](#)

CTV Vancouver Island: [B.C. researchers turn to sea cucumbers to address aquaculture sustainability](#)

CBC News: [A slimy, squishy invertebrate could create a more sustainable aquaculture industry, researcher says](#)



Emaline Montgomery, a biologist and researcher at North Island College (NIC), is studying how sea cucumbers can be used in regenerative ocean farming. Photo courtesy of Emaline Montgomery



A giant red sea cucumber is shown. (Stock)

NISU student leader “really excited” about return to campus

North Island Students' Union's Director of External Relations was featured in a CBC radio [interview](#) recently on All Points West. Mary Rickinson (right) said in the interview that she is “really excited” that more in-person class will be coming to NIC's campuses this September. Rickinson's interview came after NIC announced recently that we will be able to provide even more certainty this September for our students during these uncertain times, thanks to Dr. Bonnie Henry's announcement regarding more in-person classes coming to BC's post-secondary institutions this Fall. “I know that I am thrilled for it and my class is really thrilled for it too,” Rickinson said. Special thanks to Mary for being such a great student ambassador for the College.

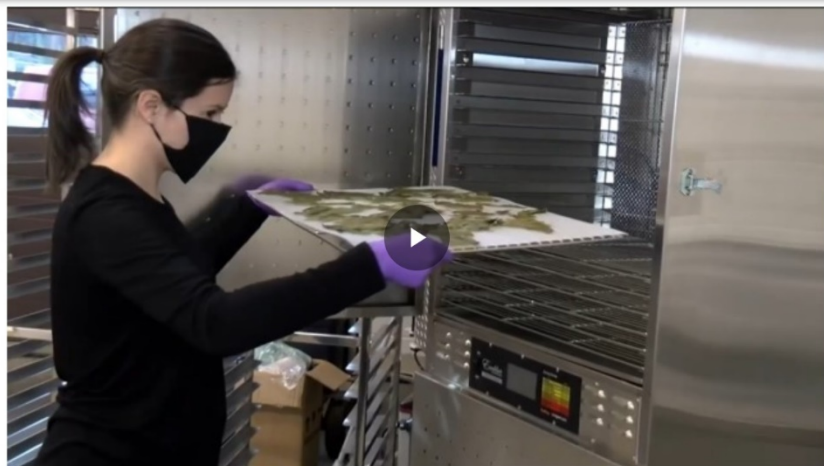


NIC's kelp research featured by several media outlets

NIC's kelp research project with Cascadia Seaweed has received media coverage in print, radio and TV recently. CARTI researcher Allison Byrne's project to grow sugar kelp with Victoria-based Cascadia Seaweed Corporation and Nuuchahnulth Seafood Ltd. has been featured in the Alberni Valley [News](#), [CBC](#) and on [Chek TV](#) news. The project, which is supported by a \$25,000 NSERC Engage Grant, will determine how to efficiently turn cultivated seaweed from raw biomass into shelf-friendly food products. The goal is to identify and assess equipment, methodology and product formulations for developing shelf-stable seaweed products.

CHEK

HOME NEWS COVID-19 SHOWS WEAT



WATCH | A Sidney-based company has joined forces with researchers at North Island College with a goal of revolutionizing the way we use seaweed. It's eyeing what it says is a billion-dollar market for new products here in North America but needs to be able grow the specific kelp here in B.C. Dean Stoltz has more.



Pritchard legacy to help more students than anticipated

A total of 332 students will benefit from the largest bequeathed gift in NIC history. The legacy gift donated by Dr. Allan Pritchard recently completed probate and increased in size by \$47,000 to a total of \$332,000. That means a total of 332 students will receive \$1,000 each in Pritchard's name over the coming years. To read more about Dr. Pritchard click [here](#). If you would like to leave a legacy that helps others, please visit the NIC Foundation [website](#).

COVID-19 Student Hope Campaign update

This month's feature video for the NIC Foundation's COVID-19 Student Hope Campaign is Marion Dawson. Marion is an aspiring documentary filmmaker and active community volunteer. You can watch her inspiring video [here](#). Marion is a member of the Dzawada'enuxw First Nation of Kingcome Inlet. The community is based alongside the Gwa'yi (Kingcome) River on the mainland across from the Northern tip of Vancouver Island. You can learn more about the Dzawada'enuxw First Nation [here](#).

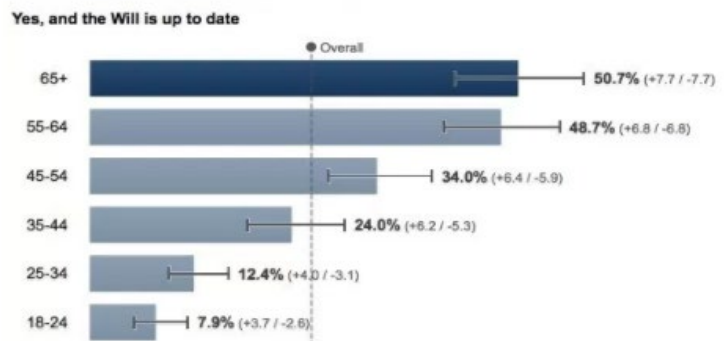


ElderCollege Leaving a Legacy course delivered online via Zoom

NIC Foundation executive members Donna Cloutier (treasurer) and Brett Woodside (secretary) presented the Leaving a Legacy short course with Executive Director Randall Heidt to ElderCollege learners on February 17. The course was delivered to 19 participants over Zoom, due to physical distancing requirements associated with COVID-19. Participants learned how they can leave a legacy that benefits their favourite non-profit organization as well as their loved ones. Many participants were surprised to learn that only about half of Canadians over 65 years of age have a will (see chart for details). The presentation marked the fourth time that the NIC Foundation has delivered the course and more are planned for future years and with other organizations. If you know of an organization or individual that would be interested in this valuable information, email Randall.heidt@nic.bc.ca Special thanks to Donna and Brett for their excellent presentations.

Canadians with Wills by age

When we dissect the data by age, it is remarkable how few Canadians have an up-to-date Will. In fact, even amongst seniors over the age of 65, only about half have a valid Last Will and Testament in place.



Number of Canadians with an up-to-date Will by age.

Education Council Chair Report
March 2021

I attended the Planning and Standards meeting of January 22nd.

In February I met with Megan Wilson, Judith Marriott and Alix Carroll about the continuation of flexibility with ACDS and later Megan and I met with Tony Bellavia and Diane Naugler to discuss this and review the memo regarding this. This memo was sent to Education Council for consideration.

I met with Miriam Jones for an orientation to Curriculog and participated in a group demo of Curriculog with Tony Bellavia, Megan Wilson, Miriam Jones and Kathleen Khunert.

I attended the February 26th meetings of Planning and Standards and the Curriculum Committee.

I was asked to and approved with consultation, the Winter 2021 launch of the Trades program specific to fabricator-welder which Education Council had approved the new credential for as of Fall 2021. Funding to advance this training became available for an earlier offering.

Edco met on March 12th and approved the following:

- Policy 1-18 Faculty Emeritus Recognition and Policy 4-14 Grade System
- the Fast Track Committee's recommendations for program revision of Culinary Business Operations Advanced Diploma, course deactivation of PCA 313, and program revision of Culinary Business Operations Diploma
- Curriculum Committee's recommendations of:
 - course revisions for ELH 200, ELH 300; ELH 301 and ELH 400 - Electrician Apprenticeship Common Core – Levels 2, 3 and 4 and Electrician Apprenticeship Harmonized Gap Training B
 - program revision of the Bachelor of Science in Nursing and the new courses: NUR 208 and 218 – Health Sciences: Pathophysiology I and II
 - the new course ENG 170 - Writing Digital Content
 - course revision of LIB 160 and new courses HIS 245 and HIS 246: Empire Matters: A Comparative History of Empire and Domination and Resistance: A History of Imperialism and Colonialism
 - program revision of the Computer Information Systems Certificate and the new course: MAT 156 – Applied Math and Statistics for Computing
 - course deactivations of MAT 155 and BIO 171 - Applied Math for Computing and Applied Ethnobotany
 - the new programs: Digital Design + Development Post-Degree Certificate and Digital Design + Development Post-Degree Diploma
 - the new course DGL 409 Advanced Capstone Project 2 and course revision of DG 309 Advanced Capstone Project.

We passed a motion acknowledging and endorsing faculty's need for flexibility related to the methods by which learning outcomes are achieved in order to best meet students' shifting learning needs during the pandemic, including student evaluation and assessment methods as indicated in Authorized Course Descriptions, effective March 12, 2021 as appropriate to the subject are, and as approved by the relevant Dean/Director and shall be extended for the entirety of the 2021-22 academic year.

Respectfully submitted

Wilma Gus



February 4, 2021

Our Ref. 120913
File No. 66740-01/MultiPSI/Deficit Approval

Colin Fowler, Vice-President, Finance and Facilities
North Island College
2300 Ryan Rd
Courtney BC V9N 8N6

Dear Colin Fowler:

I am writing to advise you that the Ministers of Finance and Advanced Education and Skills Training have approved North Island College's request for deficit approval in 2020/21 and 2021/22 as set out in the table below.

2020/21 (\$ thousands)	2021/22 (\$ thousands)
2,211	2,309

Approval of these deficits is subject to the following condition:

- North Island College is not permitted to retain unspent 2020/21 Adult Basic Education and English Language Learning funding to reduce the 2020/21 deficit.

Please note that exceeding the approved deficit amounts noted above is subject to approval by the Ministers of Finance and Advanced Education and Skills Training.

Prior to any public announcements pertaining to this approval, please have your communications staff contact Mr. Sean Leslie, Communications Director, Government Communications and Public Engagement, at (250) 356-8485.

... /2

I appreciate North Island College's continued efforts to improve its financial health during these challenging times, while at the same time continuing our partnership to provide the highest quality education and training to students in British Columbia.

Sincerely,

A handwritten signature in black ink, appearing to read "Kevin Brewster". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Kevin Brewster
Assistant Deputy Minister

pc: John Bowman, President
North Island College

Phil Hancyk, Executive Director
Post-Secondary Finance Branch
Ministry of Advanced Education and Skills Training

Wendy Grondzil, Director
Post-Secondary Finance Branch
Ministry of Advanced Education and Skills Training

Sean Leslie, Communications Director
Government Communications & Public Engagement
Ministry of Advanced Education and Skills Training



1190387

March 8, 2021

Dear Post-Secondary Institution Presidents:

I am writing to you to acknowledge the important leadership the post-secondary sector has shown in BC's response to the COVID-19 pandemic over the past 12 months, and to support you with the critical goal of resuming safe on-campus teaching, learning and research in September 2021.

Your institutions worked in partnership with the BC Centre for Disease Control, WorkSafeBC, the Ministry of Advanced Education and Skills Training, and staff in my office to produce and update the "COVID-19 Go-Forward Guidelines for B.C.'s Post-Secondary Sector." Those Guidelines and your institutional health and safety plans helped the sector to be very successful in mitigating the spread of COVID-19. The quick adaptation to remote learning, while staying open and available for learners, played a major role in the success of B.C.'s pandemic response.

My office and our medical health officers share your concerns about the wellbeing of young adults who are disproportionately affected by the pandemic, including worsening mental health, increased financial instability and diminished future prospects. We also acknowledge this has been a difficult and stressful time for faculty and staff. It is imperative to get back on campus for everyone's health and well-being.

There are very good reasons to be confident that a return to on-campus instruction in the fall can be undertaken safely and successfully. Current projections of the COVID-19 vaccine supply in BC suggest that all vulnerable and high-risk groups should be immunized this spring, and the majority of the adult population by the summer. Young adults aged 18-24 should receive the vaccine no later than the end of July, but more likely sooner. The timing of immunization should not be a determinant of planning for a return to on-campus activities.

Given the expected timelines for immunization it is essential that we plan for a full return to in-person activities on campus in September 2021, including in-person instruction, with faculty and staff returning to campus sooner. Immunization will support what seems likely to become stable coexistence with COVID-19 as another manageable, seasonal ailment.

.../2

New variants of the SARS CoV-2 virus will likely continue to emerge. We will respond to them through monitoring, re-formulation of tests and vaccines, and through other measures as needed depending on the characteristics of the variants. Targeted testing and contact tracing by health authorities will remain key supplements to immunization in rapidly controlling transmission. These activities will be part of normal, ongoing life with COVID-19.

We have also learned over the past year that when we implement effective safety plans, large sectors can operate safely. Reducing the opportunity for infectious contacts will continue to be an important strategy. As such, safety plans will remain important, with updates as required. My team looks forward to working with you to fine-tune plans for the prevention activities we have all become so familiar with: self-administered health checks; facilitating hand cleaning through access to soap and water or encouraging people to use hand sanitizers; use of masks; early detection and rapid testing of potential cases; isolation; and case and contact management.

The experience of the past year can help with a safe return to post-secondary campuses. Above and beyond immunization, infectious contacts in group settings at post-secondary institutions can be reduced through a variety of prevention and exposure control measures. Two-meter physical distancing has been my guidance for uncontrolled group settings. Such distancing is neither practical, nor necessary, in the controlled context of post-secondary instructional settings. I am very confident that the combination of immunization and continued application of the “COVID-19 Go-Forward Guidelines for B.C.’s Post-Secondary Sector” will support the safe and complete resumption of campus teaching, learning, and research.

We also believe student housing, dining and other on-campus student services will be able to return to normal or close-to-normal capacities by following revised protocols in the “COVID-19 Go-Forward Guidelines for B.C.’s Post-Secondary Sector.”

Based on what we have learned in the past year, and the important protection that immunization will provide, I, as well as the medical health officers in British Columbia, strongly support the resumption of on-campus activities in September 2021. Public health will also continue to work with post-secondary institutions to determine if measures are needed to keep activities inside and outside the classroom safe in the fall, such as public transportation, socializing outside of class, athletics, and arrival and quarantine of international students.

Thank you, again, for the important role you play in supporting the provincial COVID-19 response, and in helping British Columbians to realize the full experience and benefits of post-secondary education. I look forward to working with you to strengthen the collaboration between public health and post-secondary institutions for a full and safe return to on-campus instruction in September 2021. We all look forward to the rich campus interactions that will make learning and personal development so much more effective and supportive for students, faculty, and staff.

Sincerely,

A handwritten signature in black ink, appearing to read 'Bonnie Henry', with a stylized, flowing script.

Bonnie Henry
MD, MPH, FRCPC
Provincial Health Officer

Cc Honourable Anne Kang, Minister of Advanced Education and Skills Training
 Shannon Baskerville, Deputy Minister of Advanced Education and Skills Training
 Max Blouw, President Research Universities' Council of BC
 Ruth Wittenberg President, BC Association of Institutes and Universities
 Colin Ewart, President BC Colleges
 Honourable Adrian Dix, Minister of Health
 Stephen Brown, Deputy Minister, Ministry of Health
 Chief Medical Health Officers, Regional Health Authorities
 Chief Medical Officer, First Nations Health Authority
 Deputy Provincial Health Officers

BOARD OF GOVERNORS BURSARY**Endowment Fund Report**

Mr. Eric Mosley, Chair
 NIC Board of Governors
 North Island College
 2300 Ryan Rd
 Courtenay, BC V9N 8N6

**FINANCIAL UPDATE**

This year, during uncertain times, your investment in education will give others hope and the financial means they need to pursue new skills, education, and training right here at North Island College.

YOUR IMPACT:

"I cannot thank you enough for this award. Your generosity has taken a huge financial load off my shoulders and filled me with confidence to keep going.

2020 bursary recipient

Endowment Fund

\$83,324.77	Opening balance January 1, 2020
\$3,811.96	New donations, January 1 to December 31, 2020
\$87,136.73	Endowment total December 31, 2020

Award Available

\$0	Prior year returns
\$3,330	New funding for Awards 2021
\$3,330	Total available for awards

3 awards of \$1,110 Award balance to students in 2021

The investment and allocation of all funds are managed in accordance with NIC Foundation's policies and procedures.

Would you like to grow your endowment? Or learn more about your fund?
 Please contact us any time or visit foundation.nic.bc.ca.

Jolean Finnerty
 Manager, Office of Advancement & NIC Foundation
 250-334-5040 | jolean.finnerty@nic.bc.ca

foundation.nic.bc.ca
 FUND: BOGE

BOARD OF GOVERNORS
MEETING AND PLANNING SCHEDULE to June 2021

MONTH/LOCATION	ROUTINE AGENDA ITEMS	SPECIAL ITEMS and PRESENTATIONS
MARCH 25, 2021	<ul style="list-style-type: none"> • 2021-2022 Budget Preparation • Quarterly 2021 Forecast 	<ul style="list-style-type: none"> • Board Objectives, 2021
APRIL 29, 2021	<ul style="list-style-type: none"> • 2021/2022 Budget Approval • Planning for Board Evaluation • Draft Government's Mandate Letter 2021/2022 • Board Meeting and Planning Schedule, 2021-2022 	<ul style="list-style-type: none"> • NIC Strategic Plan • Genus Presentation: NIC Investment Portfolio
JUNE 17, 2021	<ul style="list-style-type: none"> • Final FTE Report for Year End March 31, 2021 • 2020/2021 Institutional Accountability Plan and Report Approval • 5-Year Capital Plan Priorities • Audited Financial Statements for Year Ended March 31, 2021 	<ul style="list-style-type: none"> • Joint meeting EdCo and IEC (pandemic protocols permitting) • Board Evaluation (Survey)
JULY / AUGUST Committee Meetings		<ul style="list-style-type: none"> • NIC Graduation Ceremonies (virtual)

Commonly Used Acronyms

This is an incomplete list of acronyms commonly used at North Island College.

ABE	Adult Basic Education (formerly known as Adult Upgrading)
AEC	Aboriginal Education Council (now Indigenous Education Council)
AEST	(Ministry of) Advanced Education and Skills Training
AGC	Academic Governance Council. This is the group of EdCo chairs from all BC colleges and institutes (BCIT and the Justice Institute), which meets twice a year to discuss areas of common concern.
ASD	Access for Students with Disabilities. Now renamed to DALs.
AVP	Associate Vice President
AST	Arts, Science and Technology (Faculty of)
BCNet	Not-for-profit, shared services organization providing computer support and services to post-secondary institutions
BOG	Board of Governors
CABRO	Crown Agencies and Board Resourcing Office
CARTI	Centre for Applied Research, Technology and Innovation
CEO	Chief Executive Officer
CET	Continuing Education and Training
CICan	Colleges and Institutes Canada
COO	Chief Operating Officer
CR	Campbell River
CUPE	Canadian Union of Public Employees
CV	Comox Valley
DAC	Deans Advisory Council
DACSO	Diploma, Associate degree, and Certificate Student Outcomes; BC Student Outcomes conducts annual surveys of former students from British Columbia's post-secondary institutions
DALS	Department of Accessible Learning Services
DCC	Deferred Capital Contribution
DCWG	Department Chairs Working Group
EdCo	Education Council
EVPA	Executive Vice President, Academic
FBAS	Faculty of Business and Applied Studies
HHS	Health and Human Services (Faculty of)
IEC	Indigenous Education Council (former Aboriginal Education Council)

IRR	(Ministry of) Indigenous Relations and Reconciliation
ITA	Industry Training Authority BC (Trades programs)
ITV	Interactive Television
IWC	Immigrant Welcome Centre
JTT	(Ministry of) Jobs, Trade and Technology
MYPP	Multi-Year Program Plan
NIC	North Island College
NICFA	North Island College Faculty Association (Union)
NISU	North Island Students' Union
OGE	Office of Global Engagement (formerly International Education)
OIC	Order-in-Council
PA	Port Alberni
PSEA	Post-Secondary Employers' Association
PSEC	Public Sector Employers' Council Secretariat
PSI	Post-Secondary Institution
SET	Senior Education Team
SIF	Strategic Investment Fund
SLT	Senior Leadership Team
SVM	Sexual Violence and Misconduct (Policy)
TLC	Teaching and Learning Committee
TLI	Teaching & Learning Innovation
T&T	Trades & Technical (Faculty of)
UCIPP	University, College and Institute Protection Program
UT	University Transfer