
**MINUTES OF THE REGULAR MEETING OF THE
NORTH ISLAND COLLEGE BOARD OF GOVERNORS
HELD IN ROOM N110, PORT ALBERNI CAMPUS & VIA VIDEOCONFERENCE
THURSDAY, APRIL 7, 2022**

**BOARD MEMBERS
PRESENT**

J. Atherton, Community Member, Comox Valley Region, Vice Chair
B. Babu, Student Representative
L. Domae, President
M. Erickson, Faculty Representative
R. Everson, Community Member, Comox Valley Region
W. Gus, Chair, Education Council
S. Humble, Community Member, Campbell River Region
R. LaTrace, 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
C. Scarlatti, Student Representative
P. Trasolini, Community Member, Campbell River Region

BOARD MEMBERS ABSENT

V. Puetz, Community Member, Campbell River Region

ALSO PRESENT

T. Bellavia, Vice President, Academic
K. Crewe, Associate Vice President, People, Equity and Inclusion
C. Fowler, Vice President, Finance and College Services
K. Kuhnert, Vice President, Students and Community Engagement
R. Reid, Executive Assistant, Board of Governors & Foundation Board
C. Wiens, Director, Public Affairs & Communications

IN THE GALLERY

Members of North Island Students Union (NISU)

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 traditional territories of the combined 35 First Nations of the Nuu-chah-nulth, Kwakwaka'wakw and Coast Salish traditions, on whose traditional and unceded territories the College's campuses are situated.

1.2 Welcome to New Board Member and Oath of Appointment – Shelley Humble

The Board welcomed new Board Member S. Humble who read and signed the Oath of Appointment.

1.3 Adoption of Agenda

The Board added item 3.4 Roundtable Board Member Reports.

Moved P. TRASOLINI / Seconded S. HUMBLE: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE ADOPT THE REGULAR AGENDA OF APRIL 7, 2022 AS AMENDED.

Motion carried

2. CONSENT AGENDA

Moved C. SCARLATTI / Seconded M. ERICKSON: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE RECEIVES AND APPROVES THE ITEMS INCLUDED IN THE CONSENT AGENDA OF APRIL 7, 2022.

Motion carried

3. BOARD BUSINESS

3.1 Board of Governors Workplan, 2022/2023

The proposed workplan:

- Runs from April of the current year to March of 2023 following a fiscal year cycle;
- Highlights key Board responsibilities and authorities based on the College and Institute Act;
- Has meetings that align with key reporting dates in both fiscal and academic year cycles and will include at least one item for Board deliberation and approval as well as education sessions in the morning;
- Includes proposed annual joint meetings with the NIC Foundation Board and the Indigenous Education Council.

L. Domae noted that Board governance process policies allow for opportunities to call a meeting should unscheduled business arise between meetings.

Moved P. TRASOLINI / Seconded B. MINAKER: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVES ITS WORK PLAN FOR FISCAL YEAR 2022/2023 AS PRESENTED.

Motion carried

3.2 2022/2023 NISU Fee Letter and Audited Financial Statements

Based on the College and Institute Act, the Board must direct the College to collect student society fees and remit the same. C. Scarlatti proposed to amend the suggested resolution to include remittance to the BC Federation of Students.

Moved S. HUMBLE / Seconded M. ERICKSON: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE DIRECTS THE COLLEGE TO COLLECT MEMBERSHIP FEES AND REMIT THE SAME TO THE NORTH ISLAND STUDENT UNION AND THE BC FEDERATION OF STUDENTS, AS OUTLINED IN THEIR FEBRUARY 2022 LETTER, FOR THE ACADEMIC YEAR 2022-2023.

Motion carried

3.3 Board Policy – Student/Employee Appeals to the College

Improvements made in the policy include:

- Clearer language;
- Addition of appeals process flowchart, scope and application;
- Grounds for appeal can be based on the lack or of flawed process and/or new evidence not available at the time of the decision to suspend;
- Expanded membership of the appeals committee;
- Additional support available for appellant.

P. Trasolini added that the Governance and Board Development Committee supports the approval of the revised policy.

K. Kuhnert referred the Board to training information on administrative justice that those interested in participating in the appeals process may avail of.

Moved B. MINAKER / Seconded C. SCARLATTI: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVES ITS POLICY: STUDENT/EMPLOYEE APPEALS TO THE COLLEGE BOARD AS PRESENTED.

Motion carried

3.4 Roundtable Board Member Reports

Board Members attended their respective committee meetings.

E. Mosley, P. Trasolini, C. Scarlatti, J. Atherton, M. Erickson, V. Puetz and A. McCubbin attended the February 11 virtual announcement of the Provincial funding of the student housing project.

E. Mosley, J. Atherton, P. Trasolini, A. McCubbin and S. Humble attended the Warm Up to Housing event on March 4th.

A. McCubbin, who sits as director on the NIC Foundation Board, briefly reported on the Foundation and its Finance & Investment Committee of which he is also a member.

S. Humble attended the Team BC Culinary Event dinner at the Campbell River campus on March 18 and recommended attending similar College events to the Board.

In addition to the aforementioned events, E. Mosley and L. Domae joined a virtual meeting with the Ministry's senior ministerial advisor Eric Peters. E. Mosley also attended virtual meetings of the BC Colleges board chairs as well as the Alberni Valley Learning Council.

4. REPORTS ON STRATEGIC ACTIVITIES

4.1 President

4.1.1 President's Report, April 2022

L. Domae highlighted the following in her verbal report:

- The Ministry's funding of the College's student housing project is the largest capital investment it has made in NIC history;
- The College is working closely with the Komoks First Nations and the design team in proceeding with the housing construction;

- Plans are underway to officially announce the opening of The Gathering Place in the Campbell River campus with the AEST Minister in April;
- The College is developing plans to consolidate the Tebo facility with the Port Alberni campus on Rogers Street in order to better support students and a more vibrant campus life in the region;
- Last year, the College delivered over \$4.7 million in one-time only funded programs;
- The Ministry announced the sector-wide funding review to begin in May 2022, adding that revenue generation by post-secondary institutions and Indigenous education frameworks will be integral parts of that review;
- In the funding review process, the College will advocate for more stable program funding as opposed to one-time only funding;
- Recommendations to update some of the metrics in *BUILD 2026* will be brought to the Board in the near future.

L. Domae noted that programs that are delivered exclusively by the use of one-time only funding are not sustainable given the amount of work in applying for those grants and competition with other institutions.

4.2 Vice President, Finance and College Services

4.2.1 Budget, Fiscal Year 2022/23

C. Fowler reported that the College's recovery from the projected deficit started in fiscal year 2021 and has since cut the deficit in half. He added that the Board's Finance and Audit Committee met with the Ministry's Assistant Deputy Minister Jason Butler to discuss the approval process for deficit budgets. The College is required to show its deficit management plan in order to receive approval for its deficit budget.

Moved M. ERICKSON / Seconded S. HUMBLE: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVE THE FISCAL YEAR 2022/23 BUDGET CONDITIONAL ON MINISTRY APPROVAL OF THE DEFICIT.

Motion carried

4.2.2 Fiscal Year 2021/22 Forecast

The FY 2021/2022 audited financial statements will be brought to the Board at its June meeting for approval. C. Fowler noted the drop in revenues from international student tuition which accounts for a big portion of the College's pre-pandemic budget.

4.2.3 Comox Valley Campus Student Housing Project Update

C. Fowler referred to the Ministry's certificate of approval indicating that capital funds for the project are now available. He added that money spent on producing the indicative design required for the submission of the project for funding have already been withdrawn from the available funds. C. Fowler noted that the procurement process to select a builder has begun and added that while the selected builder will have their own architect, the architect for the indicative design, Dialogue, will provide support in ensuring that the construction will be based on specifications approved by the Ministry.

4.3 Vice President, Academic

4.3.1 Post-Secondary Indigenous Education Framework

T. Bellavia presented an email communication from the Ministry which included a draft Indigenous post-secondary education and skills training policy framework. The Ministry is seeking feedback from the Board's Indigenous Members, post-secondary partners and Indigenous learners, communities and institutes. He suggested that the Board consider a joint response with the College's Indigenous Education

Council (IEC) or request the IEC to provide feedback on the Board's behalf. The Board discussed the matter and decided to refer the request to the IEC and the Board of Governors' Indigenous Members.

Moved B. MINAKER / Seconded J. ATHERTON: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE ACKNOWLEDGES RECEIPT OF THE EMAIL COMMUNICATION DATED MARCH 14, 2022 FROM THE MINISTRY OF ADVANCED EDUCATION AND SKILLS TRAINING SEEKING FEEDBACK ON ITS DRAFT INDIGENOUS POST-SECONDARY EDUCATION AND SKILLS TRAINING POLICY FRAMEWORK AND RESPECTFULLY FORWARD THE SAME TO MEMBERS OF THE INDIGENOUS EDUCATION COUNCIL AND THE BOARD'S INDIGENOUS MEMBERS FOR THEIR FEEDBACK AND REVIEW.

Motion carried

4.4 Vice President, Students & Community Engagement

4.4.1 NIC Foundation Update

K. Kuhnert updated the Board with the Foundation's activities during the last few months including:

- Welcoming three new directors;
- Retirement of Foundation Chair Garry Griffin and election of Sandra Harrison as Chair;
- Development of a memorandum of understanding and operating agreement between the College and Foundation that will outline how the two entities will work together;
- Receipt of funding for Indigenous language programming through the Foundation (a first in Foundation history).

4.5 **Chair, Education Council (EdCo)**

4.4.1 Education Council Report

W. Gus reported that EdCo met in March to review policies, do program and course revisions and adopted bylaw amendments. She noted that faculty is now transitioning from BlackBoard to BrightSpace learning platform.

5. INFORMATION

The Board received the following information items:

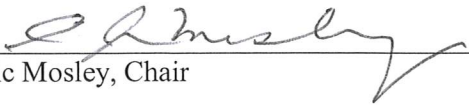
- 5.1. Order-in-Council 103-2022, February 28, 2022
- 5.2. NIC / NIC Foundation Memorandum of Understanding and Operating Agreement
- 5.3. Training in administrative justice for appeals processes
- 5.4. Schedule of NIC graduation ceremonies
- 5.5. NIC and IEC joint statement in memory of Fran Prince
- 5.6. Media release: Province announces post-secondary funding review
- 5.7. Commonly used acronyms
- 5.8. Link to Board policies and bylaws

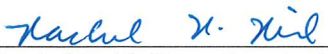
6. NEXT MEETING DATES

- 6.1 Regular meeting – Thursday, June 30, 2022

7. ADJOURNMENT

The regular meeting adjourned at 2:52 p.m.


Eric Mosley, Chair


Rachel Reid, Executive Assistant