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**MINUTES OF THE REGULAR MEETING OF THE  
NORTH ISLAND COLLEGE BOARD OF GOVERNORS  
HELD VIA VIDEOCONFERENCE  
THURSDAY, JUNE 17, 2021**

**BOARD MEMBERS  
PRESENT**

J. Atherton, Community Member, Comox Valley Region, Vice Chair  
L. Domae, President  
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  
C. Scarlatti, Student Representative  
P. Trasolini, Community Member, Campbell River Region

**BOARD MEMBERS ABSENT**

P. Chakraborty, Student Representative  
V. Puetz, Community Member, Campbell River Region

**ALSO PRESENT**

M. Allison, Director, College Governance & Strategy  
T. Bellavia, Acting Vice President, Academic  
K. Crewe, Associate Vice President, People, Equity and Inclusion  
C. Fowler, Vice President, Finance and College Services  
M. Herringer, Executive Director, International Education  
K. Kuhnert, Vice President, Students and Community Engagement  
R. Reid, Executive Assistant, Board of Governors  
W. Skulmoski, Manager, Institutional Research & Planning  
C. Wiens, Planning and Communications Officer

**IN THE GALLERY**

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

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**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 Nuuchah-nulth, Kwakwaka'wakw and Coast Salish traditions, on whose traditional and unceded territories the College's campuses are situated.

E. Mosley also read a statement on behalf of NIC Board of Governors, acknowledging the impacts and trauma of the discovery of the unmarked graves of 215 children at the site of the former Kamloops Residential school on the territory of the Tk'emlúps te Secwépemc Nation.

The Board acknowledges the pain and grief experienced by the Tk'emlúps te Secwépemc, knowing that many Indigenous peoples in the region are also residential school survivors and that they, and their families, have been deeply affected by the effects of colonization that still exist across Canada today.

E. Mosley added that as an educational institution, NIC has an active role to play in reconciliation and reiterated the College's support of the Nuu-chah-nulth, Kwakwaka'wakw and Coast Salish peoples within the region as the College takes steps following the Truth and Reconciliation Commission Calls to Action.

The following are some actions that the College has taken to date:

- Letter to employees from NIC President L. Domae, including resources for counselling and supports;
- Public statement posted on the College website, repeating resources for counselling and supports;
- Half-masting of flags at all campuses (ongoing);
- Letter to the Indigenous Education Council, confirming our commitment to Indigenous-led Education and requesting a meeting to discuss next steps;
- Department or Dean led meetings to remember the moment of silence on May 31;
- Providing space and resources to Indigenous Elders and advisors to grieve;
- Competency training for all employees in development.

## **1.2 Adoption of Agenda**

**Moved C. SCARLATTI / Seconded J. MURPHY: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE ADOPT THE REGULAR AGENDA OF JUNE 17, 2021 AS PRESENTED.**

**Motion carried**

## **2. CONSENT AGENDA**

- 2.1 Minutes of the Regular Meeting of May 27, 2021
- 2.2 Executive Committee Report, May 31, 2021
- 2.3 Finance and Audit Committee, June 4, 2021
- 2.4 June 2021 College Highlights Report
- 2.5 Correspondence and Information (Agenda item #5)

**Moved C. SCARLATTI / Seconded J. ATHERTON: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE RECEIVES AND APPROVES THE ITEMS INCLUDED IN THE CONSENT AGENDA OF JUNE 17, 2021.**

**Motion carried**

### 3. BOARD BUSINESS

#### 3.1 2021/2022 AEST Mandate Letter

L. Domae summarized the five foundational principles stated in the Ministry's mandate letter to NIC, noting that those same principles are incorporated throughout the College's strategic plan *BUILD 2026*, adding that having those principles embedded in *BUILD 2026* allows the College to achieve its mandate going forward.

S. Frank and W. Gus joined the meeting at 1:14 pm.

Asked for an update on Government's direction around international education as was indicated in the previous year's mandate letter, L. Domae reported that the Ministry is looking to the post-secondary sector to produce skilled workers, whether domestic or international students, to fill jobs as reflected in labour market projections. M. Herringer added that the Province is working with the Federal Government to clear pathways in designated areas for international students to achieve permanent resident status.

**Moved P. TRASOLINI / Seconded M. ERICKSON: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE ACKNOWLEDGES ITS COMMITMENT TO PROVINCIAL GOVERNMENT DIRECTION TO THE COLLEGE AS STATED IN THE GOVERNMENT'S MANDATE LETTER OF JUNE 1, 2021 AND AUTHORIZES THE BOARD CHAIR TO SIGN THE SAID MANDATE LETTER ON ITS BEHALF.**

**Motion carried**

#### 3.2 2020/2021 Institutional Accountability Plan and Report

L. Domae presented NIC's 2020/2021 Institutional Accountability Plan and Report (IAPR) which is a required annual report to the Ministry describing its goals, objectives and outcomes, what actions were taken to achieve those outcomes and accomplishments achieved based on priorities within the College's 2020/21 mandate letter. The IAPR also reports on progress toward the goals and objectives of the Ministry as established by the Accountability Framework performance measures.

L. Domae noted that while the College chose to include in the current IAPR outcomes and achievements based on *Plan 2020*, there will be separate reporting for *BUILD 2026* in the years to come. She added that the College's new Indigenization Plan *Working Together* will also have a built-in reporting mechanism which she hopes to present at the Board's September meeting.

**Moved C. SCARLATTI / Seconded D. HOOGLAND: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVES THE INSTITUTIONAL ACCOUNTABILITY PLAN AND REPORT FOR THE 2020/21 REPORTING CYCLE.**

**Motion carried**

#### 3.3 Finance and Audit Committee Terms of Reference

**Moved J. ATHERTON / Seconded P. TRASOLINI: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVES THE FINANCE AND AUDIT COMMITTEE TERMS OF REFERENCE AS PRESENTED.**

**Motion carried**

#### 3.4 Roundtable Regional Reports

E. Mosley and J. Atherton together with L. Domae attended a series of governance workshops, including discussions around implementation of the TRC Calls to Action, hosted by BC Colleges.

C. Scarlatti is currently mentoring a student representative who sits on a Vancouver-based college board of governors. He also participated in a number of virtual workshops and activities.

J. Murphy and a colleague met with Kathleen Haggith, NIC's dean of health and human services, about innovative approaches to health care education and how the College could respond to the sector's human resources needs. She expressed appreciation for the College's responsiveness to such requests and highlighted the importance of building relationships and working with employers in the region in order for the College to be able to respond to industry needs.

A. McCubbin participated in NIC Foundation meetings as the Board's representative. D. Hoogland attended an Education Council (EdCo) meeting, noting the detailed work that the EdCo does and encouraged other Board Members to join at least one EdCo meeting.

#### **4. REPORTS ON STRATEGIC ACTIVITIES**

##### **4.1 President**

###### **4.1.1 President's Report, June 2021**

L. Domae highlighted the month of June as graduation month and acknowledged all NIC graduates who completed their credentials throughout the pandemic. She added that the spring/summer enrolment indicates an increase of about nine percent in domestic enrolment.

##### **4.2 Vice President, Finance and College Services**

###### **4.2.1 Audited Financial Statements for Year End March 31, 2021**

C. Fowler presented the College's audited financial statements and highlighted the following:

- At year end March 31, 2021, the College reported a deficit of \$1.6M, lower than the Ministry-approved deficit of \$2.3M;
- The College is managing a low cash flow position to date but has not pulled monies out of its investment portfolio to mitigate the issue;
- Cost reduction of about \$1.5M offset increased costs in technology-related expenses that support digital program delivery.

**Moved M. ERICKSON / Seconded A. MCCUBBIN: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVES THE COLLEGE'S FINANCIAL STATEMENTS FOR THE YEAR ENDED MARCH 31, 2021.**

**Motion carried**

##### **4.3 Chair, Education Council (EdCo)**

###### **4.3.1 Education Council Report**

W. Gus attended the NIC Faculty Association's (NICFA) annual general meeting and expressed appreciation for retiring NICFA president Shirley Ackland.

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**5. INFORMATION**

The Board received the following information items:

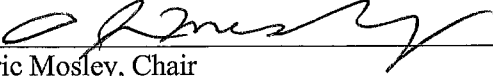
- 5.1 FY 2020/2021 Audit Findings Report
- 5.2 Learner Resource Fee Annual Report
- 5.3 Commonly used acronyms
- 5.4 Link to Board policies and bylaws

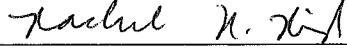
**6. NEXT MEETING DATES**

- 6.1 Regular meeting – Thursday, September 23, 2021
- 6.2 Joint meeting with Indigenous Education Council – Friday, October 15, 2021

**7. ADJOURNMENT**

The regular meeting adjourned at 2:07 p.m.

  
Eric Mosley, Chair

  
Rachel Reid, Executive Assistant