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**MINUTES OF THE REGULAR MEETING OF THE  
NORTH ISLAND COLLEGE BOARD OF GOVERNORS  
HELD IN KOMOUX HALL BOARDROOM, COMOX VALLEY CAMPUS  
THURSDAY, JUNE 30, 2022**

**BOARD MEMBERS  
PRESENT**

J. Atherton, Community Member, Comox Valley Region, Vice Chair  
B. Babu, Student Representative  
L. Domae, President  
M. Erickson, Faculty Representative  
S. Humble, Community Member, Campbell River Region  
R. LaTrace, Support Staff Representative  
B. Minaker, Community Member, Comox Valley Region  
E. Mosley, Community Member, Port Alberni Region, Chair  
V. Puetz, Community Member, Campbell River Region  
C. Scarlatti, Student Representative  
P. Trasolini, Community Member, Campbell River Region

**BOARD MEMBERS ABSENT**

R. Everson, Community Member, Comox Valley Region  
W. Gus, Chair, Education Council  
A. McCubbin, Community Member, Comox Valley Region

**ALSO PRESENT**

T. Bellavia, Vice President, Academic  
A. Carrel, Vice Chair, Education Council  
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**

C. Wilson, North Island Students Union (NISU)

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

**1.2 Adoption of Agenda**

To support discussion of the Board's annual evaluation, item 2.3 Governance and Board Development Committee Report will be lifted out of the consent agenda and added as Board Business item 3.6.

**Moved V. PUETZ / Seconded C. SCARLATTI: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE ADOPT THE REGULAR AGENDA OF JUNE 30, 2022 AS AMENDED.**

**Motion carried**

## **2. CONSENT AGENDA**

**Moved S. HUMBLE / Seconded B. BABU: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE RECEIVES AND APPROVES THE ITEMS INCLUDED IN THE CONSENT AGENDA OF JUNE 30, 2022.**

**Motion carried**

## **3. BOARD BUSINESS**

### **3.1 2022 AEST Letter of Direction & 2021/22 Mandate Letter**

This year's letter of direction from Government refers to the previous year's mandate letter and expounds on other areas including key government initiatives and policy directions.

L. Domae noted that this year's Institutional Accountability Plan and Report (IAPR) shows how the College's activities align with both the Government's letter of direction and last year's mandate letter.

**Moved P. TRASOLINI / Seconded M. ERICKSON: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE ACKNOWLEDGES ITS COMMITMENT TO PROVINCIAL GOVERNMENT'S DIRECTION TO THE COLLEGE AS STATED IN THE GOVERNMENT'S LETTER OF DIRECTION OF APRIL 19, 2022 AND AUTHORIZES THE BOARD CHAIR TO SIGN THE SAID LETTER OF DIRECTION ON ITS BEHALF.**

**Motion carried**

### **3.2 2021/2022 Full-time Equivalent Enrolment (FTE) Report**

T. Bellavia presented the report that shows both qualitative and quantitative measures. He highlighted the following:

- Compared to the previous year's FTEs, total student FTEs this year increased by eight percent with domestic students FTEs increasing by 11 percent and international student FTEs lower by 11 percent.
- NIC is one of the few colleges that continued to run Continuing Education programs during the pandemic;
- Strong synergy between Continuing Education and Indigenous Education contributed to successes in both program areas;
- Enrolments in Trades and Technical, Digital Design and Development and Health and Human Services programs continue to remain strong;
- Although there continues to be a general interest in University Transfer programs, students' have an increased focus on gaining skills toward employability;

W. Skulmoski added that the domestic enrolment numbers in Trades and Technical, Health and Human Services and Digital Design programs are the highest ever in NIC history.

**Moved M. ERICKSON / Seconded P. TRASOLINI: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVES THE 2021/22 FINAL FTE ENROLMENT REPORT.**

**Motion carried**

### **3.3 2021/2022 Institutional Accountability Plan and Report (IAPR)**

The IAPR is the Board's report to Government and the general public on how the College met its mandate and direction given to it in the last fiscal year.

L. Domae reported that the College achieved 19 out of the 22 performance measures set out by the Ministry. She added that the report includes two stand-alone documents, one a template from Government and the other a report on the College's strategic plan, *BUILD 2026*, upon direction from the Board.

W. Skulmoski added that the report demonstrates how *BUILD 2026* aligns with Government's priorities and goals as reflected in the mandate letter.

**Moved M. ERICKSON / Seconded S. HUMBLE: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVES THE INSTITUTIONAL ACCOUNTABILITY PLAN AND REPORT FOR THE 2021/2022 REPORTING CYCLE.**

**Motion carried**

### **3.4 BUILD 2026 Updates and Dashboard Review**

L. Domae presented the updated *BUILD 2026* and its dashboard. She reported that of the 56 measurables, six have been completed, 36 are on track, three have not been started yet, a few are behind target and others don't have data yet. L. Domae added that the updated plan has a much sharper focus and is one that advances reconciliation, responds to changing demographics, promotes inclusivity and clean economy.

**Moved V. PUETZ / Seconded B. MINAKER: THAT THE NORTH ISLAND COLLEGE BOARD OF GOVERNORS APPROVE THE UPDATED BUILD 2026 STRATEGIC PLAN AND YEAR 1 DASHBOARD.**

**Motion carried**

The updated plan will be posted on the College's Engage site and provided to community and external partners.

The Board determined that it would include discussion of the plan's dashboard at its annual retreat in November with regular reporting at the January and June meetings.

### **3.5 Roundtable Board Member Reports**

Board Members attended their respective committee meetings as well as the in-person graduation ceremonies held the week of June 20<sup>th</sup> in the three campus regions. E. Mosley, P. Trasolini, R. LaTrace and J. Atherton attended the NIC Employee Recognition and Year-end celebration at the Campbell River campus on June 3<sup>rd</sup>.

E. Mosley also attended the NIC Nurses' Pinning Ceremony on June 23<sup>rd</sup>. As Board Chair, he also participated in the BC colleges' board chairs meeting where the main topic of discussion was a Ministry letter sent to all board chairs.

### **3.6 Governance and Board Development Committee Report**

At its last meeting, the Committee worked on the Board's annual evaluation process and decided to pare down the questions to less than 20. The Committee also decided that Board Members need to focus on

board self-evaluation as opposed to evaluating other Board Members. This year's evaluation will be augmented by a one-on-one interview with each Board Member by L. Domae and P. Trasolini. Some of the survey questions that relate to committee performance will be included in each committees' future agenda for consideration.

E. Mosley commented on a board meeting evaluation process and requested the Committee to include that item in their next meeting agenda.

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

##### **4.1 President**

###### **4.1.1 President's Annual Priority Performance Objectives, 2022/23**

L. Domae presented her objectives for year 2022/23 as guided by the Executive Committee. Some of the highlights of her performance objectives are:

- An overarching goal to use the strategic plan in building the College's capacity to recover from the pandemic and respond to key provincial government initiatives;
- Focus on *BUILD 2026* and the integrated planning framework including Working Together, the NIC Indigenization Plan, Widening Our Doorways, the Academic Plan, the CARE<sup>2</sup> plan, Indigenized international education plan and other plans;
- Preparation for sector-wide funding review and supporting advocacy and stakeholder engagement.

L. Domae added that the 12 performance measures each have aligned targets.

**Moved C. SCARLATTI / Seconded P. TRASOLINI: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVES THE PRESIDENT'S PERFORMANCE OBJECTIVES, 2022/23.**

**Motion carried**

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

###### **4.2.1 Audited Financial Statements, Year Ended March 31, 2022**

C. Fowler acknowledged the work of the College's Finance team particularly S. Fleck and H. Buchanan. He highlighted the following:

- All adjustments suggested by the external auditor were made, resulting in a clean audit;
- A small surplus was realized resulting from a gain in the investment portfolio and federal government funding around COVID-19 relief;
- Overall tuition and student fee revenues were down to the College's lowest level since prior to the pandemic.

**Moved M. ERICKSON / Seconded S. HUMBLE: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVES THE COLLEGE'S FINANCIAL STATEMENTS FOR THE YEAR ENDED MARCH 31, 2022.**

**Motion carried**

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

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

A. Carrel, EdCo Vice Chair, presented the Education Council report to the Board highlighting the work of EdCo Chair W. Gus during the past few months. W. Gus is currently out of the country to complete academic requirements of her PhD.

### **5. INFORMATION**

The Board received the following information items:

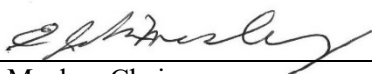
- 5.1. AEST Funding Review Email Communication, April 22, 2022
- 5.2. Fact Sheet - Post-Secondary Funding Formula Review
- 5.3. Learner Resource Fee Annual Report 2021/22
- 5.4. FY 2021/22 Audit Findings Report
- 5.5. Commonly used acronyms
- 5.6. Link to Board policies and bylaws
- 5.7. 2022/23 Board Workplan

### **6. NEXT MEETING DATE**

- 6.1 Regular meeting – Thursday, October 6, 2022

### **7. ADJOURNMENT**

The regular meeting adjourned at 2:34 p.m.

  
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Eric Mosley, Chair

  
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Rachel Reid, Executive Assistant