
**MINUTES OF THE REGULAR MEETING OF THE
NORTH ISLAND COLLEGE BOARD OF GOVERNORS
HELD IN THE BISTRO, CAMPBELL RIVER CAMPUS
THURSDAY, DECEMBER 1, 2022**

BOARD MEMBERS PRESENT

J. Atherton, Community Member, Comox Valley Region, Chair
L. Domae, President
W. Gus, Chair, Education Council
S. Humble, Community Member, Campbell River Region
J. Kim, Student Representative
B. Minaker, Community Member, Comox Valley Region
E. Mosley, Community Member, Port Alberni Region
V. Puetz, Community Member, Campbell River Region
S. Thakur, Student Representative
P. Trasolini, Community Member, Campbell River Region, Vice Chair

ABSENT

N. Arsenault, Community Member, Comox Valley Region
M. Erickson, Faculty Representative
R. LaTrace, Support Staff Representative

ALSO PRESENT

T. Bellavia, Vice President, Academic
M. Dysserinc, NISU Communications Officer
C. Fowler, Vice President, Finance and College Services
K. Kuhnert, Vice President, Students & Community Engagement
R. Lennox, NISU Organiser - Advocacy
R. Reid, Executive Assistant, Board of Governors

1. CALL TO ORDER

J. Atherton called the meeting to order at 1:00 p.m.

1.1 Acknowledgement of First Nations Traditional Territory

J. Atherton 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

Moved V. PUETZ / Seconded J. KIM: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE ADOPT THE REGULAR AGENDA OF DECEMBER 1, 2022 AS PRESENTED.

Motion carried

1.3 North Island Students Union (NISU) Presentation

R. Lennox and M. Dysserinc spoke on behalf of NISU, highlighting the following:

- A number of students access extended health and dental benefits from NISU;
- A referendum that reviewed the definition of full-time students resulted in the decision that students with six credits or more will be qualified to avail of the extended health and dental benefits beginning in 2023 (a minimum of nine credits was previously required);

- NISU thanks the College for its decision to cap international tuition fees at 2% with a two-year commitment, allowing international students to better prepare for their post-secondary education journey.

R. Lennox added that other student unions belonging to the BC Federation of Students complimented NIC for putting a cap on international tuition.

M. Dysserinc left the meeting at 1:17pm.

2. CONSENT AGENDA

On request from Board Members, the Executive Committee and Governance and Board Development Committee reports were lifted from the consent agenda for further discussion.

Moved J. KIM / Seconded S. HUMBLE: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE RECEIVES AND APPROVES THE ITEMS INCLUDED IN THE CONSENT AGENDA OF DECEMBER 1, 2022.

Motion carried

2.1 Executive Committee Report, November 17, 2022

J. Atherton reported that S. Humble has joined the Executive Committee.

2.2 Governance and Board Development Committee Report, November 16, 2022

B. Minaker, referring to the report, inquired about decolonizing Robert's Rules of Order. Decolonizing Robert's Rules of Order, decolonizing governance and decolonizing relational knowledge will be part of a future Board's education session.

Moved B. MINAKER / Seconded S. HUMBLE: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE RECEIVES THE EXECUTIVE COMMITTEE REPORT OF NOVEMBER 17, 2022 AND THE GOVERNANCE AND BOARD DEVELOPMENT REPORT OF NOVEMBER 16, 2022.

Motion carried

3. BOARD BUSINESS

3.1 Board Bylaw #4 – Domestic Tuition and Fee Bylaw

K. Kuhnert presented the bylaw which reflects a 2% increase to domestic tuition and fees in compliance with Government's tuition limit policy. She added that employment transition programs are exempted from the increase as these are already charged at the maximum allowable fee.

On questions from the Board Members, the following points were clarified:

- Costs to run programs differ based on the nature of programs;
- Access for students as well as fee comparison with competitor institutions are some of the factors considered in establishing new tuition and fees.

Moved V. PUETZ / Seconded P. TRASOLINI: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVE BYLAW NO. 4, 2023-2024 DOMESTIC TUITION AND FEE BYLAW WHICH INCLUDES A 2% INCREASE TO DOMESTIC TUITION AND MANDATORY FEES WITH THE EXCEPTION OF THE EMPLOYMENT TRANSITIONS PROGRAMS.

Motion carried

3.2 Board Bylaw #6 – International Tuition and Fee Bylaw

A 2% increase is also being proposed for the international tuition and fee bylaw for the forthcoming two consecutive academic years. K. Kuhnert explained that the proposed increase for two years supports the College's recruitment efforts and allows international students to plan ahead. The two-year initiative was

first proposed in 2019 by M. Herringer, Executive Director, International Education and was initially approved by the Board for academic years 2020-2021 and 2021-2022.

On questions from the Board, the following points were noted:

- The commitment to a 2% increase will be in place for the next two academic years despite possible budgetary pressures to further increase tuition and fees;
- The decline in international student numbers during the pandemic partly caused budget deficits during the last two years but an increase in international student numbers moving forward will alleviate budgetary pressures and could help in balancing the budget.

MOVED V. PUETZ / SECONDED S. THAKUR: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVE BYLAW 6, INTERNATIONAL TUITION AND FEE BYLAW, WHICH INCLUDES A 2% INCREASE FOR THE 2023-24 AND THE 2024-2025 ACADEMIC YEARS TO INTERNATIONAL TUITION FEES.

Motion carried

3.3 Island Pre-Health Science Credentials

T. Bellavia presented a list of credentials that would lead to either an associate of science degree or advanced diploma in island pre-health science that will help students to ladder into a medical profession. The proposed programs are modeled after Selkirk College which has successfully delivered the nationally recognized program for decades.

The proposed program's highlights are:

- Tuition is applied on credit basis and admission to the program is based on criteria, competition and evaluation of academic standing;
- The program provide foundational concepts, examine social economic factors in health care, emphasize local place-based and Indigenous ways of knowing and prepare students to work on the Island;
- Students are given five years to complete the program;
- The program prepares students for admission into medical degree programs as well as laddering into other health science degree programs.

MOVED J. KIM / SECONDED P. TRASOLINI: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVE THE CREDENTIALS, WITH IMMEDIATE EFFECT:

1. **ASSOCIATE OF SCIENCE DEGREE – ISLAND PRE-HEALTH SCIENCE;**
2. **ADVANCED DIPLOMA – ISLAND PRE-HEALTH SCIENCE.**

Motion carried

3.4 New Course Tuition and Lab Fees

T. Bellavia presented 12 courses and associated tuition and fees for each course. He added that the courses were approved and supported by the Education Council (EdCo). T. Bellavia noted that some of the proposed fees are higher than the normal domestic tuition but are still considered reasonable compared to other post-secondary institutions' tuition for similar courses.

Moved S. HUMBLE / Seconded J. KIM: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVES THE DOMESTIC TUITION AS OUTLINED IN THE TABLE BELOW, EFFECTIVE 01 SEPTEMBER 2023.

Course Name	Number of Credits	Tuition per Credit	Lab Fee	Total Course Cost
IPH 101 Island Pre-Health I: Introduction to Health Science	1.5	\$155.32* *Tuition Group II	n/a	\$232.98
IPH 102 Island Pre-Health II: Regional Issues in Health Science	1.5	\$155.32	n/a	\$232.98
IPH 201 Island Pre-Health III: Social Justice in Health Science	1.5	\$155.32	n/a	\$232.98
IPH 202 Island Pre-Health IV: Careers and Communication in Health Science	1.5	\$155.32	n/a	\$232.98
IPH 310 Epidemiology and Population Health	3	\$155.32	n/a	\$465.96
BIO 330 Introduction to Indigenous and Pharmaceutical Medicines	3	\$155.32	\$129.30	\$595.26
BIO 301 General Biochemistry	3	\$155.32	\$146.98	\$612.94
IPH 350 Island Pre-Health Applied Research	3	\$ 155.32	n/a	\$465.96
GLS 140 Fishing, Indigeneity and the Asia Pacific I	3	\$155.52	n/a	\$465.96
GLS 240 Fishing Indigeneity and the Asia Pacific II	3	\$155.32	n/a	\$465.32
GLS 241 Field School: Fishing Indigeneity and the Asia Pacific II	3	\$155.32	\$146.98	\$612.94
NUR 201 Transition to BSN Program for Option C Admission	3	\$155.32	\$26.32	\$491.64

Motion carried

3.5 Board Members Roundtable Discussion

Most Board Members reported on their participation in their respective standing committee meetings as well as the annual board retreat held in Port Hardy in November.

J. Atherton, S. Humble, P. Trasolini and B. Minaker participated in CABRO's workshop "Governing in the Public Interest" in Vancouver held in November. S. Humble reported that a few major takeaways from the workshop are the recruitment of board members in general and Indigenous participation in particular as well as how to retain appointed Board Members. She also cited the need for a representative from the region north of the Campbell River area. P. Trasolini shared that the workshop highlighted the importance of building board culture and relationships among board members.

J. Atherton shared a personal experience meeting a young medical professional who expressed pride in being an NIC graduate. J. Atherton and L. Domae, met with Tony Loughran, senior staff at the AEST, who informed them that there will be a governance workshop in spring of 2023 designed specifically for the post-secondary sector. J. Atherton and L. Domae also met with Vanessa Geary of CABRO regarding board member recruitment.

S. Thakur and J. Kim have both finished their final exams. S. Thakur reported that he will be in a co-op internship as an advisor with a major bank in Vancouver in the winter term. J. Kim is waiting to hear news about his applications to medical schools in BC.

The Board congratulated W. Gus for her re-election as chair of the Education Council (EdCo). W. Gus reported that EdCo approved a number of new courses at its last meeting and will meet again on December 16.

4. REPORT ON STRATEGIC ACTIVITIES

4.1 Vice President, Finance & College Services

4.1.1 Second Quarter Financial Statements

C. Fowler presented the second quarter financial statements, noting the College's positive financial standing as it slowly recovers from the pandemic. He added that the deficit is expected to decline in the second quarter of the fiscal year as incoming tuition revenue will be reported.

C. Fowler also noted two factors that contributed to the deficit in this quarter:

- A delay in the receipt of a \$200,000 government funding;
- Realized gains on investments were higher last year during the same period because of better market performance compared to the same period this year.

4.1.2 Third Quarter Financial Forecast

C. Fowler reported that the College is projecting a deficit of under \$800,000 and will be reporting the forecast to the Province in December. He added that the College may face challenges in reducing the deficit due to a number of factors including possible recession but will not be significantly off-budget.

5. INFORMATION

The Board received the following information items:

- 5.1 College Highlights Report, December 2022
- 5.2 Updated Board Workplan 2022/23
- 5.3 AEST Acknowledgment Letter – NIC IAPR 21/22
- 5.4 Commonly used acronyms
- 5.5 Link to Board bylaws and policies

6. NEXT MEETING DATES

6.1 Regular meeting – Thursday, February 9, 2023, Port Alberni campus

7. ADJOURNMENT

MOVED S. HUMBLE / SECONDED J. KIM: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE ADJOURN ITS REGULAR MEETING OF DECEMBER 1, 2022.

Motion carried

Time: 3:00 p.m.



Jane Atherton, Chair

Rachel Reid, Executive Assistant