

**MINUTES OF REGULAR MEETING OF THE
OKANAGAN COLLEGE BOARD OF GOVERNORS
Open Session**

**Tuesday, May 19, 2015, 12:30 p.m.
Room S103B, Kelowna Campus**

Approved June 30, 2015

Members Present: T. Styffe (Chair)
C. Denesiuk
J. Hamilton (President)
S. Johal
S. Lupul
J. Maciel
D. Manning
B. McGowan
C. Mitchell
L. Thurnheer

Regrets: C. Derickson
W. Favro
C. Gerbrandt

Board Secretary: L. Le Gallee

Vice Presidents: R. Daykin
A. Hay
C. Kushner

Directors: A. Coyle

Observers: T. Walters (OCFA) *arrived at 1:15, left at 2:40 p.m.*

Regrets: R. Vilene, (BCGEU Support Staff)
N. Ankerstein, Administrative Association
C. McRobb, BCGEU Vocational
K. Tracz, Student Observer
L. Stanley, Student Observer
J. Poirier, Student Observer
T. Leneveu, Student Observer, VSU

Guests: H. Schneider (item 5.1)

There being a quorum present, the Chair called the meeting to order at 1 p.m.

1. APPROVAL OF AGENDA

Motion: B. McGowan/C. Denesiuk
“BE IT RESOLVED THAT the May 19, 2015, OC Board open session meeting agenda is approved”.

MOTION CARRIED

2. DECLARATION OF CONFLICT

No conflicts were declared.

3. CONSENT AGENDA

Items Approved:

Motion: S. Johal/C. Mitchell

“BE IT RESOLVED THAT the March 31, 2015, Open Session minutes were approved.”

MOTION CARRIED

4. BUSINESS ARISING FROM THE MINUTES

5. PRESENTATION/DELEGATIONS

5.1 Regional Dean Report (H. Schneider)

Highlights included:

- The Trades building project is in the last phase of construction;
- The program with the longest waitlist for Trades is Heavy Duty Mechanic. The rotating trades program relieves some of the demand for some of the programs. The ITA Training Plan is on an annual basis. In some programs the College could offer more programs, however, labs and shops are a constraint;
- Fundraising is going quite well;
- Skills training information can be found at: www.investkelowna.com;
- With the 10% anticipated increase in FTEs for next year, there is a concern that there is insufficient classroom space.

H. Schneider left at 12:50 p.m.

6. NEW BUSINESS/RESOLUTIONS

6.1 Finance, Audit and Risk Review Committee (B. McGowan)

6.1.1 Audited Financial Statements – Report from In Camera

The Committee met on May 12th at which Clayton Gall, investment manager from Phillips Hager North gave an investment update. The auditors presented the audit to the Committee, as well as, a report on executive compensation. The audited financial statements were approved at the In Camera meeting today.

6.1.2 Banking Agreement

Motion: B. McGowan/C. Denesiuk

“BE IT RESOLVED that the Okanagan College Board of Governors approve an extension to the banking agreement with TD Canada Trust for one year with four one-year renewals as recommended by the Finance, Audit and Risk Review Committee and as presented here”

This an extension of the banking agreement with TD Canada Trust. Shared Services BC is working on behalf of all public sector organizations, the College can then make a decision to stay with the existing agreement or chose a different financial institution.

MOTION CARRIED

6.1.3 Line of Credit

Motion: B. McGowan/D. Manning

“BE IT RESOLVED that the Okanagan College Board of Governors approve a Line of Credit with TD Canada Trust in the amount of \$1 million as recommended by the Finance, Audit and Risk Review Committee and as presented here”

This approval occurs on an annual basis.

MOTION CARRIED

6.2 Education Council Submission (A. Hay)

6.2.1 Program Approvals

The Automotive Collision Repair Certificate is in response to industry needs. The Occupational Health and Safety Program is targeted for the gas and oil sector. Most of the revisions presented are minor.

The programs Post-Baccalaureate Diploma in Marketing and Accounting/Bookkeeping Certificate will come in June to the Board as they are required to be posted on the PSEC site for comment and approval. They were removed from the approvals.

Motions: J. Hamilton/L. Thurnheer

“BE IT RESOLVED THAT the Board approve the revision to the Metal Fabricator (fitter) Certificate, as recommended by Education Council and as presented”

“BE IT RESOLVED THAT the Board approve the new program Automotive Collision Repair Certificate, as recommended by Education Council and as presented”

“BE IT RESOLVED THAT the Board approve the new program Occupational Health and Safety Certificate, as recommended by Education Council and as presented”

“BE IT RESOLVED THAT the Board approve the revision to the Electronic Engineering Technology Diploma, as recommended by Education Council and as presented”

“BE IT RESOLVED THAT the Board approve the revision to the Therapist Assistant Diploma, as recommended by Education Council and as presented”

“BE IT RESOLVED THAT the Board approve the revision to the Office Management Certificate, as recommended by Education Council and as presented”

“BE IT RESOLVED THAT the Board approve the revision to the Business Studies Certificate (all options), as recommended by Education Council and as presented”

“BE IT RESOLVED THAT the Board approve the revision to the Business Administration Certificate, as recommended by Education Council and as presented”

“BE IT RESOLVED THAT the Board approve the revision to the Business Administration Diploma (all options), as recommended by Education Council and as presented”

“BE IT RESOLVED THAT the Board approve the revision to the Post-Diploma Certificate in Business Administration, as recommended by Education Council and as presented”

“BE IT RESOLVED THAT the Board approve the revision to the Pathway to Professional Accounting, as recommended by Education Council and as presented”

“BE IT RESOLVED THAT the Board approve the revision to the Human Kinetics Pathway to the BBA, as recommended by Education Council and as presented”

“BE IT RESOLVED THAT the Board approve the revision to the to the Bridging Program into the BBA – Associate of Arts Bridge, as recommended by Education Council and as presented”

“BE IT RESOLVED THAT the Board approve the revision to the to the Bridging Program into the BBA – Technology and CIS Bridge, as recommended by Education Council and as presented”

“BE IT RESOLVED THAT the Board approve the revision to the Bachelor of Business Administration (all specialties), as recommended by Education Council and as presented”

“BE IT RESOLVED THAT the Board approve the revision to the Bachelor of Business Administration Honours Program, as recommended by Education Council and as presented”

“BE IT RESOLVED THAT the Board approve the revision to the Administrative Assistant Certificate, as recommended by Education Council and as presented”

“BE IT RESOLVED THAT the Board approve the revision to the Office Assistant Certificate, as recommended by Education Council and as presented”

“BE IT RESOLVED THAT the Board approve the revision to the Teaching English as a Second Language Certificate, as recommended by Education Council and as presented”

“BE IT RESOLVED THAT the Board approve the revision to the English for Academic Purposes Certificate, as recommended by Education Council and as presented”

The Post-Baccalaureate Diploma in Marketing is a program designed for Arts students to take Business courses.

It was noted that Corey Bransfield has been appointed to the position of Chair of Education Council. His term begins July 1st.

MOTIONS CARRIED

7. VERBAL REPORTS

7.1 Board Chair Report (T. Styffe)

The Board Chair, the President and the Regional Dean met with the Mayor of Penticton and identified areas of mutual interest.

He also attended the SILGA conference this year where he met with Salmon Arm and Revelstoke councils.

7.2 President’s Report (J. Hamilton)

The President congratulated the VP, Students and L. Thurnheer on a successful Employee Excellence Awards. T. Walters was honoured with a Scholarly Activity award. 21 employees received awards.

7.3 Governance Chair Report (L. Thurnheer)

The Governance Committee met on May 12th and discussed the following:

- Fall 2015 retreat agenda;
- To garner student interest in serving on the College governance Boards, the Committee Chair will send this information to the portfolio department chairpersons, they will then pass the information to students;
- The Chair evaluation will be conducted in the spring instead of the fall; and the meeting evaluations will be distributed after the January and May meetings;
- An ad hoc committee will be established to review each committee Terms of Reference as well as the President Selection Policy that needs revision.

7.3.1 Reports from Association of Governing Boards (T. Styffe, L. Thurnheer, S. Johal)

L. Thurnheer attended workshops on *Strategic Planning* as well as *Presidential Search and Transition*. She has a governance questionnaire that will be circulated at a future date to each Board member.

S. Johal attended workshops on *Being a New Trustee* and *Enrolment Management*. She found the conference very valuable.

The Board is enquiring about becoming AGB members. Information on this will come at a later date.

7.4 Finance Audit and Risk Review Committee Report (B. McGowan)

Reported in item 6.1.1

8. INFORMATION

9. TOPICS FOR NEXT MEETING

10. OTHER BUSINESS

11. FOR THE GOOD OF THE INSTITUTION

The Board Chair attended the funding announcement on April 28th.

Future events include golf tournaments, convocations, a scholarship reception in Salmon Arm. A list of events will be distributed to Board members.

12. DATE OF NEXT MEETING: June 30, 2015, Kelowna Campus

13. ADJOURNMENT

Motion to adjourn: D. Manning/C. Denesiuk

MOTION CARRIED

The meeting adjourned at 1:23 p.m.