



OKANAGAN COLLEGE
Executive Compensation Disclosure Statement for 2017/2018
Prepared: May 29, 2018

The following report provides an accurate representation of all compensation provided to all employees whose base salary was \$125,000 or greater in the fiscal year 2017/2018.

Compensation Philosophy:

Okanagan College provides exempt employees with a total compensation program that is designed to attract and retain qualified staff. The program aligns with the College's Mission, Vision and Values.

The College's subscribes to the following guiding principles:

1. Performance – compensation programs support and promote a performance based organizational culture.
2. Differentiation - salary differentiation is supported where there are differences in the scope of the position within the College, and/or due to superior individual or team contributions.
3. Accountability - compensation decisions are objective and based upon a clear and well documented business rationale that demonstrates the appropriate expenditure of public funds.
4. Transparency – compensation programs are designed, managed and communicated in a manner that ensures the programs are clearly understood by employees and the public while protecting personal information.

Exempt compensation is targeted at approximately the 50th percentile (median) of the core BC post-secondary and public sector comparator groups. The College's core comparator group includes similar post-secondary and other public sector organizations in British Columbia. When considering other public sector organizations, emphasis will be given to those within the BC Public Service. A secondary comparator group may be used in certain circumstances. The relative scope, responsibilities, and complexities of jobs are considered to ensure compensation levels are fair and equitable. Market competitiveness is balanced with internal equity to ensure that the relative internal value of the work is fairly recognized.

The compensation program is fiscally responsible and ensures that costs are affordable and sustainable over time.

Total Compensation:

The College's Total compensation program includes four main elements:

1. Compensation - fair and equitable compensation based on the scope and breadth of job responsibilities and the education, experience and competencies the employee brings to the position.
2. Benefits - pension and group benefit programs for the well-being of employees and their families.
3. Career Development - support for skill, professional and career development.
4. Work/Life Balance – paid/unpaid leave and other programs to help employees balance their work and personal demands, as well as community service roles.

Total compensation programs may be amended from time to time, as determined by the College, and as approved by the Government. For the purposes of this report, total compensation includes: base salary, performance pay, pension, group insurance benefits and other perquisites (e.g. RRSP).

Process:

President: The President's performance management and compensation is the responsibility of the Presidential Review Committee under the leadership of the Board Chair. This Committee is led by the Board Chair and also includes the Chair and Vice-Chair of the Human Resource Committee. This Committee is responsible for conducting the President's annual performance evaluation, establishing goals for the coming year and making recommendations to the full Board on any changes to the compensation.

The annual process involves (1) annual performance evaluation (performance on previous year's goals, including self-assessment by President, survey of Board members and assessment by Committee), (2) establishment of new goals for forthcoming years including actions, performance measures, targets and constraints and discussion of any changes to compensation package, and (3) the Sub-Committee produces a report on the evaluation, compensation recommendations and the draft President's goals for the upcoming year. Board considers and approves the recommendation(s).


Vice-Presidents: The President is responsible for the performance management of the Vice Presidents, which includes setting annual goals including measurements and targets.

Okanagan College is in the process of instituting a comprehensive performance management system for its entire Management Team. This system is based on the process described for the President.

Relation of Goals to Compensation: Compensation change is dependent on performance in meeting previous year's performance measures and targets, including AEST enrolment targets and institutional budget. The President's compensation level has been set according to the PSEA guidelines.

Performance Pay: There was no performance payout for 2017/2018 due to the conditions explained above.

Sincerely,



Christopher Derickson
Chair, Board of Governors

Attached: 2017-18 Compensation Table



**Okanagan College
Executive Compensation
Fiscal 2017-2018**

(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)
Name and Principal Position	Annual Base Salary Received (\$\$\$)	Bonus (\$\$\$)	Incentive Plan Compensation Paid (\$\$\$)	Benefits (SSS)	Pension (\$\$\$)	*Other Compensation (\$\$\$)	**Total Compensation (\$\$\$)	Previous Years Totals 2016/2017 (\$\$\$)	Previous Years Totals 2015/2016 (\$\$\$)
James Hamilton President	\$ 183,985	\$ -	\$ -	\$ 11,066	\$ 18,675	\$ 15,472	\$ 229,198	\$ 218,417	\$ 221,810
Andrew Hay Vice-President, Education	\$ 150,552	\$ -	\$ -	\$ 10,542	\$ 15,281	\$ 6,044	\$ 182,418	\$ 174,972	\$ 176,190
Roy Daykin Vice-President, Finance & Administration	\$ 113,265			\$ 6,437	\$ 11,496	\$ 4,500	\$ 135,698	\$ 174,854	\$ 176,027
Charlotte Kushner Vice-President, Students	\$ 150,542	\$ -	\$ -	\$ 10,542	\$ 15,280	\$ 6,044	\$ 182,408	\$ 174,854	\$ 176,024
Robert Eby Vice-President, Employer & Corp Services	\$ 54,655	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 54,655	\$ -	\$ -
Totals:	\$ 652,999	\$ -	\$ -	\$ 38,587	\$ 60,732	\$ 32,060	\$ 784,378	\$ 743,097	\$ 750,051



**Okanagan College
Executive Compensation
Fiscal 2016-2017**

(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)
Name and Principal Position	Annual Base Salary Received (\$\$\$)	Bonus (\$\$\$)	Incentive Plan Compensation Paid (\$\$\$)	Benefits (SSS)	Pension (\$\$\$)	*Other Compensation (\$\$\$)	**Total Compensation (\$\$\$)	Previous Years Totals 2015/2016 (\$\$\$)	Previous Years Totals 2014/2015 (\$\$\$)
James Hamilton President	\$ 176,176	\$ -	\$ -	\$ 10,299	\$ 17,723	\$ 14,218	\$ 218,417	\$ 221,810	\$ 220,220
Andrew Hay Vice-President, Education	\$ 144,152	\$ -	\$ -	\$ 10,253	\$ 14,502	\$ 6,064	\$ 174,972	\$ 176,190	\$ 174,261
Roy Daykin Vice-President, Finance & Administration	\$ 144,152			\$ 10,136	\$ 14,502	\$ 6,064	\$ 174,854	\$ 176,027	\$ 53,827
Charlotte Kushner Vice-President, Students	\$ 144,152	\$ -	\$ -	\$ 10,136	\$ 14,502	\$ 6,064	\$ 174,854	\$ 176,024	\$ 170,121
Totals:	\$ 608,633	\$ -	\$ -	\$ 40,824	\$ 61,228	\$ 32,412	\$ 743,097	\$ 750,051	\$ 618,429