

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

**Tuesday, January 30, 2007 10:00 a.m.
S103B, Kelowna Campus**

Approved February 27, 2007

Members Present: J. Shaw, J. Hamilton
B. Cooke
L. Kayfish
J. Perrino
A. Tozer
B. Hughes
P. Johnson
A. March
M. Preston- Horin
E. Brighthouse- Warren
A. Cossentine

Regrets: J. Lister
M. Conlin

Board Secretary: L. Le Gallee

Vice Presidents: A. Hay
S. Koehle
Y. Pinder

Directors: A. Coyle

Official Observers: J. Yacheson, Administrators Association

Regrets: C. McRobb, BCGEU Vocational Instructor
J. Pugsley, OC Faculty Association
Kalamalka Student Association
Okanagan College Student Union

Guests: R. Shaw (Student), J.P. Squires
J. Haller, Dean
R. Werger, Associate Dean
T. Dorn, Construction Trades Department Chair
K. Radelet, Residential Construction Instructor
M. , Residential Construction Instructor
T. George, Plumbing Instructor
P. McDonald, Electrical Instructor

R. Winslade and J. Coble (11:05 a.m.)
T. Guild, W. Stolz, B. McGillivray (Business) (11:05 a.m.)

J. Hamilton welcomed members of Trades and Apprenticeship Portfolio and congratulated them on the presentation of the Tommie Award.

J. Haller, Dean introduced his team: R. Werger, Associate Dean; T. Dorn, Construction Trades Department Chair; K. Radelet, Residential Construction Instructor; M. Rode, Residential Construction Instructor; T. George, Plumbing Instructor; P. McDonald, Electrical Instructor

The Tommie award was presented by the CHBA (Canadian Homebuilders Association) for the residential construction program in Kettle Valley. This home was the second project in Kelowna and has been sold. Okanagan College received this award for outstanding contribution in the housing industry covering the Okanagan Region and some of the region encompassed by Thompson Rivers University.

The money raised from the sale of the house is put into scholarships and bursaries for Trades students.

J. Haller and R. Werger will be attending the Georgie Awards in Vancouver as Okanagan College has also been nominated for the next level of award in this field.

Trades guests left.

J. Shaw welcomed new members and turned the chair over to Y. Pinder.

There being a quorum present, Y. Pinder called the meeting to order at 10:00 a.m.

1. APPROVAL OF AGENDA

Motion: J. Perrino/B. Hughes

“BE IT RESOLVED THAT the January 30, 2007, OC Board open session meeting agenda is approved”

CARRIED

2. ELECTION OF BOARD CHAIR (Y. Pinder)

Y. Pinder called for nominations to the Chair. J. Perrino nominated J. Shaw, she accepted. Second call; no nominations. Third call; no nominations. J. Shaw was acclaimed Chairperson for January 30, 2007 to January 28, 2008.

J. Shaw nominated J. Lister for Vice Chair. J. Lister had informed J. Shaw she was willing to serve. Second call; no nominations. Third call; no nominations. J. Lister was acclaimed Vice Chairperson for January 30, 2006 to November, 2007

J. Shaw resumed chair of meeting.

J. Shaw thanked the Board for the opportunity and the privilege to serve. She noted the work accomplished by J. Lister and the Governance Committee in this past year.

N. Brighthouse-Warren arrived at 10:17 a.m.

3. NEW MEMBERS OATH AND CODE OF CONDUCT

Each member read the Code of Conduct. The previous Code will be rescinded. A motion to rescind will be forthcoming.

4. DECLARATION OF CONFLICT

No conflicts were declared.

5. APPROVAL OF MINUTES - December 5, 2006

Motion: B. Hughes/N. Brighthouse-Warren

“BE IT RESOLVED THAT the December 5, 2006, open minutes are approved.”

CARRIED AS AMENDED

6. BUSINESS ARISING FROM THE MINUTES

6.1 Appointments to Advisory Committees

Motion: A. March/P. Johnson

“BE IT RESOLVED that the Board delegate authority to the VP, Education to approve appointments to the Regional and Program Advisory Committees; with the request that a report on Committee appointments and operations be provided to the Board and Education Council twice yearly”.

CARRIED

7. NEW BUSINESS/RESOLUTIONS

7.1 Appointment of Board Observers

G. Born, Co-op Placement Officer, agreed to serve as the BCGEU Support Staff observer.

Amended Motion: J. Perrino/P. Johnson

BE IT RESOLVED that the following people be appointed as Student Board Observers for the term January 30, 2007 to August 31, 2007:

Representing the Kalamalka Student Association:

***Chrystal Murphy
Paul Champness;***

Representing the Okanagan College Students' Union:

***Sam Clark-Johnson (Penticton Campus Representative)
Liam Caves (Salmon Arm Campus Representative)
Desiree Day (Kelowna Campus Representative)”.***

“BE IT RESOLVED that the following people be appointed as Board Observers for the term January 30, 2007 to December 31, 2007:

***Cam McRobb, representing the BCGEU Vocational Instructors
John Pugsley, representing the Okanagan College Faculty Association
Jo-Anne Yacheson, representing the Okanagan College Administrators”.
Gerry Born, representing the BCGEU Support Staff”.***

CARRIED

7.2 2007 Board Meeting Schedule

Motion: B. Hughes/J. Perrino

“BE IT RESOLVED that the Board approve Meeting Schedule for 2007 as presented”.

A member noted that she was pleased to see the visits to regional campuses in the months when the weather is favourable.

CARRIED

Members were asked to reserve Monday, September 24th for a possible Board Retreat. They were asked to inform L. Le Gallee if this would not be possible for them.

7.3 Education Council Approvals

Academic Schedule

Motion: A. Cossentine/N. Brighthouse-Warren

BE IT RESOLVED that the Board approve the 2007-2008 Academic Schedule as recommended by Education Council.

CARRIED

Framing Technician

Motion: A. Cossentine/J. Perrino

BE IT RESOLVED that the Board approve the new program Residential Construction Framing Technician, as recommended by Education Council.

A member noted that the reference to “walls and roofs” should be stated “walls and ceilings”.

A member asked for clarification of dual credit programs and if the student earns their first year apprenticeship through this program. The clarification stated these types of programs are common and are run in connection with the school district. The student receives technical credit for Level One Carpentry. The students may receive their 1st year apprenticeship credit; this is determined by ITA (Industry Training Authority).

CARRIED

Automotive Refinishing

Currently auto repair and refinishing are one program; the approval of the next two proposals will allow Okanagan College to offer them separately.

Motion: A. Cossentine/P. Johnson

BE IT RESOLVED that the Board approve the new program Automotive Refinishing, as recommended by Education Council

CARRIED

Automotive Collision Repair

Motion: A. Cossentine/J. Perrino

BE IT RESOLVED that the Board approve the new program Automotive Collision Repair, as recommended by Education Council.

CARRIED

7.4 Investment Policy (J. Shaw)

Motion: J. Shaw/P. Johnson

BE IT RESOLVED that the Board approve revised Investment Policy as recommended by the Finance and Audit Committee and as presented.

A. Tozer arrived at 10:35 a.m.

A revision was made to Section 5 – Restrictions, it was put into bullet format to ensure it remains easy to reference.

The Board discussed Appendix A in detail.

At OC, social responsibility has never been challenged, it was noted that in development of the policy there was considerable discussion on this, it was felt that this Appendix would serve as a guideline for the fund manager in consultation with the VP, Finance and Administration and the President.

If required this policy could be revised to specify tighter restrictions.

Reports would be generated quarterly by the fund manager, these would come to the Finance Committee and then the Board. If any of the investments are questioned, this would be reviewed with the fund manager.

A member stated that as a public institution it is imperative that Okanagan College invest in a socially responsible manner.

CARRIED AS AMENDED

7.5 Revised Terms of Reference – Finance and Audit Committee (J. Shaw)

The point defined in the agenda was simply an omission from the approved Terms of Reference.

Motion: A. March/J. Perrino

“BE IT RESOLVED that the Board approve revised Terms of Reference as recommended by the Finance and Audit Committee and as presented”.

CARRIED

7.6 Terms of Reference for Executive Committee (J. Perrino)

Motion: J. Perrino/A. March

“BE IT RESOLVED that the Board approve Terms of Reference for the Executive as presented”.

CARRIED

7.7 Revised Code of Conduct

Motion: J. Perrino/A. March

“BE IT RESOLVED that the Board approve revised Code of Conduct as recommended by the Governance Committee and as presented”.

CARRIED

Members were directed to hand the signed page to L. Le Gallee.

7.8 New FTE Recommendation for 2007/08 (A. Hay)

Motion: A. March/A. Tozer

“BE IT RESOLVED that the Board approve the new FTE recommendations contained in the report presented”.

The high demand for PN (Practical Nursing) and HSRCA (Home Support Resident Care Attendant) programs were noted for Salmon Arm and Vernon. Demand for HSW (Human Service Work) is also high, currently this program is only offered in Kelowna.

R. Winslade and J. Coble arrived at 11:05 a.m.

Business students and B. McGillivray arrived at 11:04 a.m.

In response to a question, it was noted that the \$60,000 difference in table 3 to teach the same program in Kelowna as in Penticton, is due to the exceptional costs that are driven by the practicum.

The programs noted in the Report have also been identified in the Education Plan as those needed in the OC region.

A. Hay also stated that Okanagan College is in discussion with the Interior Health Authority to explore additional areas of training (such as programs to train lab and x-ray technicians). Discussions with regard to partnering to offer additional areas of health training as and is occurring with BCIT.

A. Cossentine noted that Education Council has reviewed these documents, they were supported with the clear understanding that training needs exist in the health fields.

CARRIED

J. Shaw deferred from the agenda to welcome T. Guild, W. Stolz and B. McGillivray. She congratulated them on behalf of the Board for having recently represented Okanagan College at the Intercollegiate Business Competition at Queen's University and placing in the top six.

The President noted that Okanagan College hosts one of the best business programs and have had tremendous success in competitions. This speaks well of quality faculty and students in the program.

B. McGillivray noted that Intercollegiate Business Competition is the Superbowl of Business Competitions with 35 universities and only 1 college being invited to compete. The team thanked P. Johnson for his contribution and continued support of the School of Business.

Both students expressed their gratitude for being able to participate in the competition and for having the opportunity to network with other teams.

8. PRESENTATIONS/RESOLUTIONS

8.1 Aboriginal Communities

R. Winslade, Director, Student Services and J. Coble, Aboriginal Access and Services Coordinator attended.

Questions and Dialogue

Scholarships and bursaries are available to aboriginal students as well as if a student is affiliated with a First Nations Band, through federal funds the Band is obligated to provide funding for post secondary education, policies are in place as the funds are not limitless and are granted to those who meet the requirements.

Some communities have facilities for study on site. Vernon is looking at opening a Gateway to Trades program so that students who have barriers to access (such as transportation) would be able to attend. Continued consultation is required with all communities and the institution needs to advertise so that opportunities are known to the students.

Additional barriers to students include: the student must self declare their status when they apply to Okanagan College; distance learning is not possible in all communities due to isolation and lack of technology; more students are completing high school and others are being encouraged to attend Okanagan College for the Adult and Academic Career Preparation Program (ACCP).

A member noted that the Community Access Program may assist with connecting communities. J. Coble stated he would look into this.

R. Winslade and J. Coble left the meeting

9. REPORTS

9.1 Board Chair Report (J. Shaw)

A farewell dinner was held jointly by the Board and Foundation for N. Embree.

J. Shaw has been asked to serve on VP, Finance and Administration Selection Committee. The intention is to hire by early March.

J. Shaw attended a meeting in early November with other Board Chairs and the Minister of AVED. Discussion has occurred in relation to forming an organization for the Chairs of BC Colleges.

As Board Chair, J. Shaw sits on the Board of Directors for the OC Foundation; she may be attending the ACCC Symposium in Victoria on Friendraising, Advancement and Fundraising. She is reviewing the budget to determine if funds are available.

9.2 President's Report (J. Hamilton)

Distributed at table.

J. Hamilton invited questions at the table or at a later date.

9.3 Education Council (A. Cossentine)

As presented. A. Cossentine noted that Education Council has a full complement of standing committees which they will be populating soon.

Two new Diploma programs have been approved. These will be posted provincially and will come to the Board for approval once this process has been completed.

9.4 Finance and Audit Committee (J. Shaw)

As presented. The Board was reminded that the Orientation and Financial Training Session will be on Saturday, February 24th.

9.5 Campus Planning Committee

In M. Conlin's absence P. Johnson stated that the Master Capital Plan will come to the Board in late February and the next step after its approval will be to set project priorities.

9.6 Governance Committee (J. Perrino)

As presented.

9.7 BCGEU Support – G. Born – absent - no report

9.8 BCGEU Vocational Instructors (C. McRobb) - absent – no report

9.9 Faculty Association (J. Pugsley) - absent - no report

9.10 Administrators Association (J. Yacheson) – no report

9.11 Kalamalka Students' Association – absent – no report

9.12 Okanagan College Students' Union – absent

M. Preston-Horin noted for the Board that February 7th has been declared a Day of Action for students to bring attention to reduced access and increases tuition fees across Canada.

10. INFORMATION ITEMS

11. TOPICS FOR NEXT MEETING

12. OTHER BUSINESS

13. DATE OF NEXT MEETING

Tuesday, February 27, 2007, Kelowna Campus

14. ADJOURNMENT

The meeting adjourned at 12:25 p.m.