

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

**Tuesday, January 31, 2006, 12:00 p.m.  
Woodhaven Room, 1450 KLO Road, Kelowna, B.C.**

**Approved February 28, 2006**

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Members Present:	N. Embree, J. Hamilton J. Shaw B. Hughes J. Perrino M. Conlin A. March E. Brighthouse Warren A. Cossentine
Regrets:	J. Lister P. Johnson T. Tischik D. Forbes S. Koehle
Board Secretary:	L. Le Gallee
Vice Presidents:	K. Burt A. Hay
Directors:	A. Coyle
Official Observers:	R. Dewar attended on behalf of C. McRobb, BCGEU Vocational Instructor J. Pugsley, OC Faculty Association
Absent:	G. Fjetland, BCGEU Support Staff J. Yacheson, Administrators Association OC Student Union Kalamalka Student Association
Guests:	H. Stewart J. Gorman

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There being a quorum present, the Chair called the meeting to order at 12:40 p.m.

Items 1 and 2 were reordered on the agenda.

**1. ELECTION OF CHAIR AND VICE CHAIR**

J. Shaw nominated N. Embree; he accepted.

Second call; no nominations. Third call; no nominations. N. Embree was acclaimed Chairperson for January 2006 to January 2007.

A. Tozer nominated J. Shaw for Vice Chair; she accepted.

Second call; no nominations. Third call; no nominations. J. Shaw was acclaimed Vice Chairperson for January 2006 to January 2007.

## 2. APPROVAL OF AGENDA

**Motion:** J. Perrino/A. Tozer

***“BE IT RESOLVED THAT the January 31, 2006, OC Board open session meeting agenda is approved as amended.”***

Item 7.1 was deferred until February.

A. Cossentine added an item to 9.2.3 with regard to the current program schedule for ACCP.

**CARRIED**

## 3. APPROVAL OF MINUTES

**Motion:** A. Tozer/A. March

***“BE IT RESOLVED THAT the November 29, 2005, open minutes are approved.”***

**CARRIED**

## 4. BUSINESS ARISING FROM THE MINUTES

### 5. REPORT ON BUSINESS ARISING FROM IN CAMERA SESSION

#### 5.1 Appointment of Program and Regional Advisory Committee Members (N. Embree)

**Motion:** M. Conlin/N. Brighthouse-Warren

***“BE IT RESOLVED the appointments to the Program and Regional Advisory Committees be approved as amended”.***

**CARRIED**

## 4. BOARD CHAIR COMMENTS

N. Embree welcomed and introduced the new members.

The Chair encouraged members to attend ACCC in Calgary May 28<sup>th</sup>. L. Le Gallee will email members the ACCC Conference website.

A sub-committee of the HR Committee has begun their review of the President.

Within the next month membership on all the committees will be reviewed. Members were encouraged to let the Chair know if they have interest in a specific committee.

Documents that were made available were: the South Okanagan Continuing Studies course with regard to Board member roles and responsibilities; the Calendar of Events for 2006; Fall 2005 OC Journal.

## 7. PRESENTATIONS

7.1 OC Foundation – deferred until February 28<sup>th</sup>.

## 8. BUSINESS ARISING

**8.1 Vision, Mission and Values** (H. Stewart)

Revised copy was emailed on January 27/06.

The Strategic Directions have been developed; a draft has gone to the Leadership Team and Steering Committee. As well, data on the environmental scan is being gathered; this will be sent to Board members within the next two weeks.

A. Cossentine stated that Education Council has voted electronically and they recommend striking the first sentence of the Vision statement. She distributed suggested wording changes. Council stated they felt the word “community” would be restrictive.

H. Stewart stated that the feedback from communities and students has been very strong. They saw a college in their region who would work with them to meet their needs. Consultation sessions discussed learning communities and learning colleges.

A point was further made that a community college is a two year institution, and this may not be how OC wants to be projected.

The examples distributed by Education Council were not considered due to the limiting geographic nature of the statements.

The first sentence was revised to read:

We are the college of first choice; a college which students are proud to attend, where employees are proud to work, and whose graduates are highly valued in the workplace and at other post-secondary institutions.

**Motion:** J. Shaw/A. Tozer

***“BE IT RESOLVED that the Board approves the Vision, Mission and Values for Okanagan College as amended”.***

**CARRIED**

J. Hamilton thanked H. Stewart and her team for a job well done.

**9. REPORTS**

**9.1 President’s Report** (J. Hamilton)

The President’s Annual Report was attached. He welcomed members to submit comments with regard to format and content directly to him.

A figure on page 43 was corrected in the Finance section to read: secured provincial funding of \$8 million to finance transition –related costs...”.

Questions:

A member questioned if the Noel Levitz Enrolment report has been revisited. Yes, the Executive has been following up with the report, some of the implications will be brought to the Board.

It was confirmed for the Board that a number of sessions with the aboriginal community and aboriginal students were held during the consultation process for the Mission, Vision and Values.

Monthly report: yesterday the President and Board Chair attended the Irving K Barber BC Scholarship Program announcement at the Kalamalka campus. Minister Coell and MLA Tom Christensen, as well as I. Barber and M. Piper attended.

Heather Schneider has been appointed Regional Dean for the Central Okanagan, she joins OC on March 1, 2006.

J. Hamilton, A. Hay, L. Wilson visited TRU a couple of weeks ago to meet with the President, and VP Academic. Possible relationships were discussed between OC and TRU.

## **9.2 Education Council** (A. Cossentine)

Education Council met on November 23<sup>rd</sup>, December 7<sup>th</sup> and January 5<sup>th</sup> as well as a special meeting to discuss the Mission, Vision and Values.

### **9.2.1 New Proposals**

#### **Hairstylist Certificate Program**

Motion: A. Tozer/J. Shaw

***“BE IT RESOLVED THAT the Board approve the new Hairstylist Certificate program, as recommended by Education Council and presented in the agenda package.”***

#### **Sheet Metal Worker Pre-Apprenticeship New Certificate Program**

Motion: J. Shaw/A. Tozer

***“BE IT RESOLVED THAT the Board approve the new Sheet Metal Worker Pre-Apprenticeship Certificate program, as recommended by Education Council and presented in the agenda package.”***

This program will require space on campus.

**CARRIED**

#### **Desktop Support Technician Certificate**

Motion: A. Tozer/B. Hughes

***“BE IT RESOLVED THAT the Board approve the new Desktop Support Technician Certificate program, as recommended by Education Council and presented in the agenda package.”***

**CARRIED**

### **9.2.2 Information Items**

A. Cossentine questioned members how much information they would like to see with regard to information items.

She will query other institutions; detailed information will be available to members upon request.

### **9.2.3 AACP Revision**

AACP would like the dates for Spring Break 2006 revised to align with the School District Spring Break to alleviate child care costs.

**Motion:** J. Perrino/J. Shaw

***“BE IT RESOLVED THAT the Board approve a change in the study break period for AACP (Revelstoke & Vernon only) from the 05/06 Calendar published dates of March 20-24 to March 13-17, 2006”.***

**CARRIED**

**9.2.3 Program Schedules 2006/07**

**Motion:** N. Brighthouse Warren/A. Tozer

***“BE IT RESOLVED THAT the Board approve the following program schedules as recommended by Education Council and amended in the agenda package:***

***Academic;  
Vocational Health and Social Development;  
Adult Academic and Career Preparation;  
English as a Second Language;  
Adult Special Education;  
Office Administration Department”.***

A typographical error was corrected on page 30.

Council Chair noted that the dates of convocation are still under discussion.

**CARRIED**

**9.2.4 Program and Regional Advisory Committees**

It was noted that changes to Terms of Reference should be submitted through the Governance Committee, however, these minor changes were accepted.

**Motion:** A. March/A. Conlin

***“BE IT RESOLVED THAT THE Board approve the changes to the Program Advisory Committee Terms of Reference as recommended by Education Council and as presented herein”.***

**CARRIED**

**9.2.5 Chair Report**

Three main items:

Council is developing a committee that would be responsible for investigating the use of honorary doctorate (if these are applicable to colleges); recommendations on other exceptional awards (distinguished service); and policy and procedures on commencement. A Board member will be required to sit on this Tributes Committee.

Council has received support from the Executive to provide compensation to students serving on Council similar to the Board honouraria. A bi-election is being held to fill the three student vacancies.

*M. Conlin had to leave.*

*A. Tozer expressed a need to leave as well, so quorum would not be lost those items with motions were dealt with prior to his departure (9.4.1 and 10.1).*

**9.3 Finance, Audit and Campus Planning Committee** (J. Shaw)

The budgets are tracing in a positive manner, there are no areas of concern. The budget letter is expected in February. A budget retreat will be held at the end of March or early April.

**9.4 Governance Committee** (J. Perrino)

J. Perrino encouraged members to pick up the information on the Continuing Studies course for Board members.

She noted that she, J. Shaw and A. Tozer were given an evaluation form to critique the meeting. This task will be shared with three members each month. Information will be reviewed with regard to effectiveness.

**9.4.1 Revision to the Bylaws**

Page 57, 3.1 ii) requires revision. This will be reviewed. As well, typographical errors were found on page 60 and corrected.

**Motion:** J. Perrino/J. Shaw

***“BE IT RESOLVED THAT the Board approve the revised Board Bylaws as amended”***

**CARRIED**

**9.5 BCGEU Support Staff** (G. Fjetland) - absent

**9.6 BCGEU Vocational Instructors** (R. Dewar)

C. McRobb has been elected Chair of the BCGEU, Vocational Instructors; he was unable to attend due to a scheduling conflict.

R. Dewar stated that the unit has had a busy couple of months; they have a tentative resolution to the Vocational agreement, with the hopes of having it in print shortly.

They are enthusiastic about working with administration and all labour groups.

He thanked the Board for the opportunity to have input and discussion.

**9.7 Faculty Association** (J. Pugsley) – had to leave at 2:20 p.m. to teach in Penticton. Will submit a written report.

**9.8 Administrators Association** - absent

**9.9 Student Associations** – Kalamalka – absent  
OCSU - absent

**10. NEW BUSINESS**

**10.1 Appointment of Board Observers** (N. Embree)

**Motion:** J. Shaw/B. Hughes

***“BE IT RESOLVED that the following people be appointed as Board Observers for a one year term from January 1, 2006 to December 31, 2006:***

***John Pugsley, representing Okanagan College Faculty Association  
Cam McRobb, representing BCGEU Vocational Instructors***

***Greg Fjetland, representing BCGEU Support Staff  
Jo-Anne Yacheson, representing Administrators Association  
Brett Wilkie, representing the Kalamalka Student Association  
Dave Loubers, representing the Okanagan College Student Union.”***

**CARRIED**

**11. TOPICS FOR NEXT MEETING**

**11.1 Continuing Studies Presentation by Director**

**12. OTHER BUSINESS**

**13. DATE OF NEXT MEETING**  
February 28, 2006, Penticton Campus

**14. ADJOURNMENT**

The meeting adjourned at 3:00 p.m.