

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

**Tuesday, June 26, 2007 10:30 a.m.
Room S103B, Kelowna Campus**

Approved September 25, 2007

Members Present: J. Shaw, J. Hamilton
J. Lister
B. Hughes
L. Kayfish
J. Perrino
P. Johnson
P. Terbasket
A. March
E. Brighthouse- Warren
A. Cossentine

Regrets: B. Cooke
A. Tozer
M. Conlin
M. Preston- Horin

Board Secretary: L. Le Gallee

Vice Presidents: B. Eby
A. Hay
S. Koehle

Directors: A. Coyle

Observers: G. Born, BCGEU Support Staff

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

Guests: J. Lent, M. Issac, M. Patterson, A. Nieoczyn (Capital News)

There being a quorum present, the Chair called the meeting to order at 10:40 a.m.

The Chair welcomed new member Pauline Terbasket, and members introduced themselves around the table.

1. APPROVAL OF AGENDA

Motion: A. March/B. Hughes

“BE IT RESOLVED THAT the June 26, 2007, OC Board open session meeting agenda is approved”

Item 6.1 was moved forward on the agenda to be dealt with first.

The President's Report was distributed at table.

Chair remarks included reminder of June 28th Summer Convocation; and a handout of the schedule for Next Steps.

CARRIED AS AMENDED

2. OATH OF OFFICE (P. Terbasket)

P. Terbasket read and signed her oath.

A gift was presented to J. Perrino as she will not seek reappointment in November and this was her last Board meeting.

6.1 Cultural and Social Diversity – (M. Isaac and M. Patterson)

Newspaper clippings and photos of the Jamaica initiative were circulated at table.

J. Hamilton stated that Okanagan College's mission is to transform lives and communities; the recent trip to Jamaica is an example of how the College is doing this. The College has partnered with the Economic Development Commission (EDC) to offer training and job opportunities to students from Jamaica.

M. Isaac gave a Powerpoint presentation. She and M. Patterson covered the following points:

- This initiative is based on supply and demand: there is a shortage of skilled labour in the Okanagan and an excess of workers in Jamaica.
- In April 2007 M. Isaac, H. Banham, M. Patterson (from Okanagan College) and R. Langford, R. Fine (from EDC) went to Jamaica on a recruitment trip. In May a delegation, including J. Hamilton, R. Werger, J. Haller, returned to sign MOUs (copies were made available at the table) and to visit technical schools and meet with the Canadian High Commission and Jamaican Ministry of Labour.
- There are 15 different community colleges in Jamaica, Okanagan College has chosen to work with three. Students will be chosen on their ability to integrate at Okanagan College (not on the basis of ability to pay).
- Money will not be spent on marketing to students in Jamaica, HEART (the national training facility in Jamaica) will do this on the College's behalf.
- The Ministry of Trade, the Canadian High Commission, HEART, and Canadian International Development Agency(CIDA) have partnered together to conduct a feasibility study regarding high end furniture manufacturing and OC/HEART NTA carpentry/joinery training centre; this would produce furniture for the hotel industry in Jamaica.

The benefits to this initiative include:

- Responsive to community education and labour market needs.
- Raises profile of Okanagan College regionally, nationally and internationally.
- Diversifies international student population across the programs and regions.
- Enhances revenue generation.
- Fills low enrolment programs.

In reply to a question with regard to student's paying tuition in Canada, M. Patterson stated that Okanagan College's fees are less than the United Kingdom and the United States. The culture is such that post secondary education is a priority for Jamaicans and they send their children with whatever means available to them.

Okanagan College has 20-30 applications already; students will likely be enrolled in business and maybe technology programs in September 2007.

M. Isaac and M. Patterson left the meeting

A. Nieoczyn left the meeting

2. DECLARATION OF CONFLICT

No conflicts were declared.

3. APPROVAL OF MINUTES - May 22, 2007

Motion: B. Hughes/L. Kayfish

"BE IT RESOLVED THAT the May 22, 2007, open minutes are approved as amended."

CARRIED

4. BUSINESS ARISING FROM THE MINUTES

J. Lister noted that the Board Retreat is scheduled for September 24th. The outgoing President of ACCC, Gerry Brown, has been invited to discuss issues being experienced at other colleges across Canada.

5. NEW BUSINESS/RESOLUTIONS

5.1 Revised Bylaws (J. Lister)

The Bylaws have been revised to be in alignment with the *College and Institute Act*, as well, the appeal section was revised.

Motion: J. Lister/B. Hughes

"BE IT RESOLVED THAT the Okanagan College Board of Governors approve the revised Bylaws as distributed June 20, 2007".

CARRIED

5.2 Policies (J. Lister)

5.2.1 President's Selection Policy

Motion: J. Lister/N. Brighthouse Warren

"BE IT RESOLVED THAT the Okanagan College Board of Governors approve the President's Selection Policy as presented".

CARRIED

Motion: J. Lister/J. Perrino

“BE IT RESOLVED THAT the Okanagan College Board of Governors approve the following policies as circulated:

***Finance – Auditor
Board of Governors – Employee Members
Mandatory Retirement
Naming Buildings and Facilities***

And that the following policies be deleted:

***OC Organization
Acting President
Investment”.***

A. Nieoczyn returned to the meeting

CARRIED

5.3 Terms of Reference – Presidential Review Committee (J. Lister)

The terms for the Human Resource Committee have been revised to reflect the establishment of the Presidential Review Committee.

Motion: J. Lister/B. Hughes

“BE IT RESOLVED THAT the Okanagan College Board of Governors approve the Terms of Reference for the Presidential Review Committee as presented”.

CARRIED

The Chair thanked J. Lister and D. Olson for their work on these items.

5.4 2006-07 to 2009-10 Accountability Plan and Report (S. Koehle)

In previous years this report was referred to as the Institutional Service Plan and was submitted to the Ministry in May or June. In late 2006 the Ministry engaged a consultant to review the process resulting in a redesign of the process. Institutions now submit the Accountability Plan and Report in July.

The structure is the same as last year. S. Koehle noted for the Board that most of the information reflects figures that have been seen in other reports. Okanagan College has exceeded the targets, other than in the area of developmental student spaces (Foundational programming).

This is part of a cycle, typically when the economy is good, enrolments in these areas decline, with enrolments increasing when jobs are not as prevalent.

It was noted that it will take one more cycle for this Report to reflect solely Okanagan College grads. The report before the Board reflects some Okanagan University College figures; as well as the College.

This report serves as communication to the Ministry and the public. As required, it will be posted on the website.

Once the Ministry has completed its review of the Plan, the College will receive feedback and expectations of the Report.

Motion: A. March/B. Hughes

“BE IT RESOLVED THAT the Board instruct the Administration to submit the Accountability Plan and Report 2006/07-2009-10 as attached to the agenda, to the Ministry of Advanced Education”.

CARRIED

5.5 Education Council Approvals (A. Cossentine)

5.5.1 Business and Trades Certificate Program

Motion: A. Cossentine/N. Brighthouse Warren

“BE IT RESOLVED that the Board approve the new Business and Trades Certificate Program as recommended by Education Council.”

This new program uses existing business and trades courses and programs and does not introduce any new curriculum. Either domestic or international students can complete the certificate.

CARRIED

5.5.2 Revision to the Mechanical Engineering Technology Diploma Program

Motion: A. Cossentine/A. March

“BE IT RESOLVED that the Board approve the change in the length of the Mechanical Engineering Technology Diploma Program as recommended by Education Council.”

The proposer has done a thorough revision of the program including re-sequencing courses, combining course content, placing more practical components early in the program and has made a small change recommended by the accreditation body. One of the results of these changes is a three credit reduction in the length of the Mechanical Engineering Technology Program.

CARRIED

6. PRESENTATIONS/KEY DIRECTIONS

6.2 Regional Dean – North Okanagan (J. Lent)

J. Hamilton introduced J. Lent.

J. Lent stated that the first six months as Regional Dean have been challenging and exhilarating; he expressed his thanks to J. Smeyers, the staff at the Kalamalka Campus and the Leadership Team for their assistance in making his transition from faculty to administration an easy one.

Three of the biggest issues faced in the last six months have been:

- The morale of the staff at the Campus.
- University course enrolments have suffered (down 20-25%) due to the closeness of UBCO; the location of the campus; and the economy.
- The success of programming over the next three years. This has now been diversified, a future strength will be the rotating trades.

The AME program has been successful; and the Campus has partnered to offer the Access to the LPN Program.

The Vernon Campus has had a great year in international and business office training; as well as, the new Diploma in Writing and Publishing; classrooms have been converted so that additional health programming can be offered; staff and students were invited to share their thoughts on how the lunch time timetable could be opened up; and lastly, the Kal Press has had a good year.

In the next three years, J. Lent hopes that there will be a Trades facility on site; the Okanagan Leadership Institute will be up and running; a modest cluster of high end student residences; and a child care facility will be on campus. These four initiatives in combination would develop the Campus significantly.

Questions

The Okanagan Leadership Institute was explained as being a training vehicle that would assist external and internal clients with their need for skilled management personnel. This is in the initial planning stages and will come to the Board prior to implementation.

The Chair thanked J. Lent for sharing his insights and challenges and wished him success in his leadership at the Kalamalka Campus.

J. Lent left the meeting

7. REPORTS

7.1 Board Chair Report (J. Shaw)

The Board office has received a letter from Lorraine McGrath, Honourary Fellow, thanking the College for the honour bestowed on her.

Members were made aware of an ACCC Conference in October 2007 *Strategies for Meeting Educational Needs of Aboriginal Leaders*.

7.2 President's Report (J. Hamilton)

Report was distributed at table.

The College Leadership Team had a successful retreat last week at which they reviewed the Key Directions. A Report will be provided to the Board once available.

The Small Business Task Force Project is in the early stages. In the next few days, J. Hamilton will announce that H. Banham will be appointed to the project on a full time basis. The Project does not begin until July 1st, to date a business plan and budget have been developed. It is expected that this will be an interesting and challenging project.

7.3 Finance and Audit Committee (B. Cooke)

Report as submitted.

7.4 Education Council (A. Cossentine)

Report as submitted

7.5 Student Representative Report (N. Brighthouse Warren)

Report as submitted.

8. INFORMATION ITEMS

B. Hughes noted for the Board that the week of July 17th Tibetan Week events occur at the Campus in Penticton.

9. TOPICS FOR NEXT MEETING

10. OTHER BUSINESS

11. DATE OF NEXT MEETING

September 25, 2007, Kelowna Campus

12. ADJOURNMENT

The meeting adjourned at 12:35 p.m.