

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

**Tuesday, March 27, 2007 11:30 a.m.
S103B, Kelowna Campus**

Approved April 24, 2007

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

Board Secretary: L. Le Gallee

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

Directors: A. Coyle

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

Guests: P. Therrien, J. Degenhardt, J. Black, D. Westmacott, G. Tisnado,
N. Scott, B. Shaw, K. Callaway

There being a quorum present, the Chair called the meeting to order at 12:00 p.m.

1. APPROVAL OF AGENDA

In consideration of the guests, items 5.5 and 5.6 were moved to the beginning of the meeting.

Motion: N. Brighthouse Warren/L. Kayfish

“BE IT RESOLVED THAT the March 27, 2007, OC Board open session meeting agenda is approved”

CARRIED AS AMENDED

2. DECLARATION OF CONFLICT

No conflicts were declared.

3. APPROVAL OF MINUTES - February 27, 2007

Motion: J. Lister/B. Hughes

“BE IT RESOLVED THAT the February 27, 2007, open minutes are approved.”

CARRIED AS AMENDED

5.5 Approval of Tuition for 2007/07 (B. Cooke)

B. Cooke stated that tuition and the proposed budget were discussed at the March 13th Finance and Audit Committee meeting. These were reviewed in the context of the Key Directions for Okanagan College, no increase in tuition is being proposed at this time.

Y. Pinder added that tuition fee consultation meetings occurred at each campus, students were unanimous in recommending no increase. Students stated that Okanagan College provides a quality education where students receive good value for their money. Administration considered these issues as well as Okanagan College’s competitive advantage in the region when recommending that tuition rates remain the same as 2006/07 rates.

5.6 2007/08 Okanagan College Budget (B. Cooke)

The budget for 2007/08 is a balanced budget an overview has been provided to the Board. Significant consultation has occurred within the institution.

The budget is \$76.5M; this includes new funding from AVED for 190 new FTEs and new health related programming; funding from ITA for new apprentices; \$1.22M will be used for one time funding requests to provide ongoing student support services.

The President added that this is a growth budget for Okanagan College. This year as one of the most successful colleges in the province Okanagan College will exceed provincial targets. Last year trades programming was targeted by Okanagan College, this year health programming is the target. Okanagan College is working closely with IHA (Interior Health Authority) and other colleges in the region to address the gap in this sector. He complimented the Board for moving ahead to proceed in this strategic area.

Motion: B. Cooke/J. Lister

“BE IT RESOLVED that the Okanagan College Board of Governors approve the 2007-08 Budget as recommended by the Finance and Audit Committee; and,

“BE IT RESOLVED that the Okanagan College Board of Governors approve that tuition fees remain the same as 2006-07 as recommended by the Finance Committee”.

CARRIED

P. Therrien stated that the students would like to thank the Board for their decision and for aiding in the accessibility of the College. He noted that 900 signatures were collected in support of tuition rates remaining the same.

Guests left

4. BUSINESS ARISING FROM THE MINUTES

4.1 Affiliations and Agreements (J. Hamilton)

This briefing piece has been deferred from the February 24th Orientation session. Members were directed to Tab 6 of the Manual. If they would like copies of the documents noted, please forward your request to L. Le Gallee.

MOU with UBC O – this set the stage for an ongoing relationship between OC and UBC O. Shared resources include: library, sports teams, labs for engineering training. The two institutions continue to work together on the international front. An update on the progress of the Memorandum of Understanding can be available at a future meeting if requested by the Board.

BCIT - OC is in the early development stages of discussion to offer programs jointly with BCIT. OC would be the first college in British Columbia with an agreement with BCIT.

ACCC – the Association of Canadian Community Colleges lobbies government (affected change to the federal budget and obtained money for applied research for colleges) and provides a service to colleges.

Relationship with Okanagan Nations – OC has a MOU with the Okanagan Nation Alliance (ONA) this includes a shared Okanagan Nation Education Council with UBC O. A MOU with the En'owkin Centre in Penticton outlines the relationship between OC and the First Nations in relation to program delivery.

Other Agreements – an agreement is being formalized with Thompson Rivers University (TRU) to jointly offer a MBA program.

OC has a standard agreement with school districts throughout the valley to offer programs in various schools.

5. NEW BUSINESS/RESOLUTIONS

5.1 Attendance at Association of Community Colleges (J. Lister)

The Governance Committee recommends that each year the Chair attend the annual ACCC conference together with one elected or appointed member (on alternate years).

Motion: J. Lister/J. Perrino

“BE IT RESOLVED that the Board adopt the recommendation from the Governance Committee that the Board Chair and one other Board member attend the annual ACCC conference”.

CARRIED

Members were directed to contact L. Le Gallee if they wish to submit their name for attendance at the May 27-30th in Montreal.

J. Lister and N. Brighthouse Warren indicated interest.

5.2 Education Council Approvals (A. Cossentine)

5.2.1 Diploma in Writing and Publishing

Motion: A. Cossentine/ E. Brighthouse Warren

“BE IT RESOLVED that the Board approve the Diploma in Writing and Publishing as recommended by Education Council”.

In reply to a question with regard to what percentage of the courses are university transferable, A. Cossentine answered that this is not designed as a transferable program. This is a Creative Writing and Publishing Program within the English Department; the Professional Writing Program is within the Communications Department. Most of the core courses in English, Business and Communications are offered at all campuses and are transferable. There is already a strong creative writing course component within the English Department. This Diploma adds publishing courses.

CARRIED AS AMENDED

5.2.2 2007/08 Program Schedules

At a previous meeting the Board approved the university transfer and business program schedules; these are the rest of the schedules.

Motion: A. Cossentine/ B. Hughes

“BE IT RESOLVED that the Board approve the following 2007-2008 Program Schedules as recommended by Education Council”.

It was noted that the AAC program in Penticton starts at a different time in January. Explanation for this was that it is on a trial run as many students have family commitments and can not start early in January.

CARRIED

5.3 Approval of Policies (J. Lister)

Additional policies will be coming forward for approval over the next six months. Finance policies will be reviewed by the Finance and Audit Committee on May 8th.

5.3.1 Operating Budget Contingency Policy

Motion: B. Cooke/J. Lister

“BE IT RESOLVED that the Board approve the Operating Contingency Policy as recommended by the Finance and Audit Committee”.

CARRIED

5.3.2 Unrestricted Net Assets and Internally Restricted Assets Policy

Motion B. Cooke/J. Lister

“BE IT RESOLVED that the Board approve the Unrestricted Net Assets Policy as recommended by the Finance and Audit Committee”.

CARRIED

5.3.3 Use of Okanagan College Corporate Seal Policy

Motion: J. Lister/N. Brighthouse Warren

“BE IT RESOLVED that the Board approve the Use of the Okanagan College Seal Policy as recommended by the Governance Committee”.

In answer to a question, L. Le Gallee will check with D. Olson to determine how use of the seal is monitored.

CARRIED

5.3.4 Acting President Policy

Motion: J. Lister/M. Preston Horin

“BE IT RESOLVED that the Board approve the Acting President Policy as recommended by the Governance Committee”.

Members questioned if all appointments need to come to the Board; it was noted that the President should have authority to appoint on an interim basis.

MOTION WAS TABLED

5.4 Approval of Revised Terms of Reference (J. Lister)

5.4.1 Executive Committee Terms of Reference

These revisions complete the Terms of Reference.

Motion: J. Lister/A. Tozer

“BE IT RESOLVED that the Board approve the revised Terms of Reference for the Executive Committee as recommended by the Governance Committee”.

CARRIED

5.4.2 Human Resource Committee Terms of Reference

Motion: J. Lister/A. Tozer

“BE IT RESOLVED that the Board approve the revised Terms of Reference for the Human Resources Committee as recommended by the Governance Committee”.

A member confirmed that succession planning is handled by the HR Committee.

It was noted that the Committee is developing a guideline that defines the relationship between the President and the Board; so yes, succession planning is under the HR Committee.

CARRIED

6. PRESENTATIONS/KEY DIRECTIONS

6.1 Four Regions of Equal Value (J. Hamilton, A. Hay, S. Koehle)

Powerpoint presentation.

Questions:

A member noted that the information provided has been very positive; and suggested that it be shared with the media.

A. Coyle noted that it would form part of communication that will be shared with elected officials in the coming year.

It was noted that if this is shared widely background information for the program enrolment data should be provided so that the information is contextual.

In reply to a question, J. Hamilton stated “equal value” means all campuses are equally valuable to Okanagan College in the area of programming, staffing, and planning. It does not mean equal size but valuable parts of the whole.

In answer to a question with regard to re-directing intercollegiate fees, this is will be discussed at the April Board meeting.

7. REPORTS

7.1 Board Chair Report (J. Shaw)

Nothing further to add.

7.2 President's Report (J. Hamilton)

Report was available at the table.

7.3 Education Council (A. Cossentine)

Education Council continues to work on its standing committee process.

7.4 Finance and Audit Committee (B. Cooke)

Nothing to add.

7.5 Campus Planning Committee

Nothing to add.

7.6 Governance Committee (J. Perrino)

As per the agenda.

7.7 BCGEU Support (G. Born) - absent

7.8 BCGEU Vocational Instructors (C. McRobb) - absent

7.9 Faculty Association (J. Pugsley) - absent

7.10 Administrators Association (J. Yacheson) – absent

7.11 Kalamalka Students' Association – absent

7.12 Okanagan College Students' Union – absent

8. INFORMATION ITEMS

9. TOPICS FOR NEXT MEETING

9.1 Foundation/Board Issues

10. OTHER BUSINESS

11. DATE OF NEXT MEETING

Tuesday, April 24, 2007, Salmon Arm Campus

12. ADJOURNMENT

The meeting adjourned at 1:40 p.m.