



Board of Governors Open Meeting Minutes

Wednesday, May 29, 2019

Okanagan College Kelowna Campus

BOARD MEMBERS PRESENT:

- Chris Derickson (Chair)
- Gloria Morgan (Vice Chair)
- Shelley Cook
- Blake Edwards
- Jim Hamilton (President)
- Tina Lee
- Bob McGowan
- Chris Newitt
- Devin Rubadeau
- Shakti Singh

REGRETS:

- Juliette Cunningham
- Charity Gerbrandt
- Raghav Mahajan
- David Porteous

OTHER STAFF:

- Curtis Morcom, Vice President, Employee & Corporate Services
- Andrew Hay, Vice President, Education
- Allan Coyle, Interim Vice President, Students and Director, Student Services
- Linda Le Gallee, Board Secretary

GUESTS:

- Donna Olson, Director, Legal Affairs and Policy Development (*Item 6.2*)

OBSERVERS:

- Sharon Mansiere, Okanagan College Faculty Association
- Valerie Tuhkala, BCGEU Support Staff
- Megan Potter, Okanagan College Student Union

ACTION

The meeting was called to order at 11:00 am.

*We acknowledge that we are meeting on the unceded territory of the Syilx (Okanagan) people.
We also want to acknowledge and thank our host community, Westbank First Nation.*

*ACTION***1. APPROVAL OF AGENDA**Motion:

"BE IT RESOLVED THAT the May 29, 2019, OC Board open session meeting agenda is approved".

J. Cunningham/
B. Edwards
CARRIED

2. DECLARATION OF CONFLICT

No conflicts were declared

3. CONSENT AGENDAMotions:

"BE IT RESOLVED THAT the Consent Agenda be approved as presented".

J. Cunningham/
B. Edwards
CARRIED

"BE IT RESOLVED THAT the Okanagan College approve the minutes of March 29, 2019, as presented".

"BE IT RESOLVED THAT the Okanagan College approve the minutes of April 30, 2019, as presented".

4. BUSINESS ARISING FROM THE MINUTES

None

5. PRESENTATIONS/DELEGATIONS**6. NEW BUSINESS/RESOLUTIONS****6.1 Finance, Audit & Risk Review Committee****6.1.1 Committee Chair Report – B. McGowan**

The Committee met on May 14th and approved the financial statements.

The auditors attended the meeting and noted the following:

- All matters have been disclosed in the financial statements;
- The auditors received full cooperation from the Okanagan College staff;
- The reference to Note 1 should be 1A;
- There was one deficiency noted in Appendix C that is related to the employee information master file.

Financial statements were reviewed and it was noted that the largest change in the Statement of Operations is a result of increased student enrolment and the subsequent tuition fees collected.

The Committee approved the recommended increase to international tuition for 2020, and the request for a Line of Credit. The Committee also received the report on Executive Expenses.

6.1.2 Audited Financial Statements – Report from In Camera – C. Morcom

As noted the Committee met and approved the statements to March 31, 2019. The Board approved the audited Financial Statements at the In Camera meeting.

6.1.3 International Tuition 2020

ACTIONMotion:

“BE IT RESOLVED THAT the Okanagan College Board of Governors approve an increase of three per cent to international tuition, effective September 2020, as recommended by the Finance, Audit and Risk Review Committee and as presented”.

B. McGowan/
D. Rubadeau
CARRIED

An observer noted that higher tuition might increase instances of plagiarism due to pressure on students to achieve academically. The Interim VP, Students noted that this is being addressed in various ways and that measures to support students academically are in place.

This increase will be implemented in September 2020.

6.1.4 Line of CreditMotion:

“BE IT RESOLVED THAT the Okanagan College Board of Governors approve the short term line of credit with TD Canada Trust in the amount of \$2.5 million as recommended by the Finance, Audit and Risk Review Committee and as presented”.

B. McGowan/
D. Rubadeau
CARRIED

Under provincial government regulations the College is not permitted to take on debt that would span fiscal years. The Line of Credit is set to the amount that the College would need to bridge payroll in the event it was required. This is approved annually and has never been drawn on before.

6.2 President’s Selection Policy – D. Olson joined the meetingMotion:

“BE IT RESOLVED THAT the Okanagan College Board of Governors approve the President’s Selection Policy as recommended by the Executive Committee and as presented”.

T. Lee/
G. Morgan
CARRIED

This policy was the first policy to go through the 30 day intuitional consultation process. Feedback was received. The Director of Legal Affairs and Policy Development met with the Committee and shared the feedback prior to finalizing the policy.

D. Olson left the meeting

6.3 Education Council – C. Newitt**6.3.1 Program Revision**Motion:

“BE IT RESOLVED THAT the Okanagan College Board of Governors approve the program revision Commercial Aviation Diploma as recommended by Education Council and as presented.”

B. Edwards/
T. Lee
CARRIED

There have been problems with the sequencing of the prerequisites. Education Council is recommending the Board endorse this revision as students do not require all the prerequisites.

6.3.2 New ProgramMotion:

B. Edwards/

ACTION

“BE IT RESOLVED THAT the Okanagan College Board of Governors approve the new program Commercial Helicopter Pilot Certificate recommended by Education Council and as presented.”

D. Rubadeau
CARRIED

6.3.3 Memorandum of UnderstandingMotion:

“BE IT RESOLVED THAT the Okanagan College Board of Governors approve the Memorandum of Understanding between Okanagan College and JAMK University of Applied Sciences recommended by Education Council and as presented.”

T. Lee/
D. Rubadeau
CARRIED

This is one of a number of agreements Okanagan College has around the world; JAMK University of Applied Sciences is a highly accredited business school in Finland.

6.3.4 Dual Credit ProgramMotion:

“BE IT RESOLVED THAT the Okanagan College Board of Governors approve the dual credit agreement for the Early Childhood Education Certificate Program between Okanagan College and School District No. 22 recommended by Education Council and as presented.”

S. Morgan/
B. McGowan
CARRIED

This dual credit program will give students in Vernon access to the Early Childhood Education Certificate program. There is great need for skilled workers in this field. It is a certificate program that will allow students to transfer to the diploma program.

6.3.5 Education Council Update

A degree quality assessment panel visited the College to evaluate the BBA Associate of Arts degree. Students are very excited about this program.

The Chair of Education Council attended an Academic Governance Council last week. They discussed indigenization at Okanagan College. Education Council has some ideas to implement this into the Education Council processes.

7. VERBAL REPORTS
7.1 Board Chair Report – C. Derickson

The Chair has received a letter from Minister Mark requesting each institution review their money laundering policies and to respond to her by June 30th. The VP, Employee and Corporate Services noted that this does not seem to be a problem at Okanagan College as the amount of cash being collected is declining. Most fee payments are done electronically. The College will be reviewing policies and will address any gaps identified.

The Chair noted a number of events that are occurring this month such as Convocation.

Members were directed to fill out the meeting evaluation that is on the table and return it to the Board office.

ACTION**7.2 President's Report – J. Hamilton**

The Employee Excellence awards were held on May 15th.

The Director of Advancement and Alumni, Helen Jackman, begins her job on June 10th.

This week the President's office hosted the BC Colleges Presidents and Vice Presidents for a two day conference.

7.3 Committee Chair Report – Governance – S. Cook

On May 23rd the Chair attended the *Governing in the Public Interest* workshop in Vancouver. A number of reference documents were distributed which she will share electronically with the Board.

7.4 Reports from Conferences Attended

A member noted that the sessions at the College and Institute Canada conference were good. The conference will be held next year in Montreal.

It was reported that:

- D. Rubadeau recently received the Bob Giordano Memorial Award for Coach/Sport Administrator of the Year from the City of Kelowna.
- B. Edwards received the Strong Start Award at the Employee Excellence Awards.
- S. Cook recently completed her PhD.

8. INFORMATION**9. TOPICS FOR NEXT MEETING**

No topics suggested for the next meeting

10. OTHER BUSINESS

No other business

11. FOR THE GOOD OF THE BOARD

A member noted that Pride Day is June 15-22, there are events happening throughout the week.

A member noted that she is involved in a musical performance June 20-23 in Enderby, Sicamous and in Armstrong.

12. ADJOURNMENT The meeting adjourned at 12 p.m.

D. Rubadeau
CARRIED

Next regular Board meeting: June 25, 2019 – Vernon Campus