

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

**Tuesday, January 26, 2010, 12:30 p.m.
Room S103B, Kelowna Campus**

Approved March 30, 2010

Members Present: P. Bourbeau
M. Conlin
R. Gee
J. Hamilton (President)
B. Hughes
P. Johnson
L. Kayfish (Chair)
J. Lister
A. Nelson
L. Rozniak
T. Styffe
L. Swite

Regrets: B. Cooke
Y. Pinder (Vice Chair)

Board Secretary: L. Le Gallee

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

Directors: A. Coyle

Observers: C. Athay, Student, Salmon Arm
L. Grahame OC Admin Association,
T. Walters, OCFA

Regrets: J. Gabanowicz, Student, Kelowna
C. McRobb, BCGEU Vocational
J. Petersen, Student, Penticton

Guests: S. Tuck (Okanagan College Foundation) (12:55 to 1:45 p.m.)

There being a quorum present, the VP, Finance and Administration called the meeting to order at 12:55 p.m.

4. ELECTION OF CHAIR AND VICE CHAIR (B. Eby)

The VP, Finance called for nominations to the position of Chair. J. Lister nominated L. Kayfish; he accepted the nomination. Second call; no nominations. Third call, no nominations. L. Kayfish was declared Chair for the term January 26, 2010 to January 25, 2011.

The VP, Finance called for nominations to the position of Vice Chair. J. Lister nominated Y. Pinder; in her absence the Board was in receipt of written acceptance of the nomination. Second call; no nominations.

Third call, no nominations. Y. Pinder was declared Vice Chair for the term January 26, 2010 to January 25, 2011.

L. Kayfish assumed the Chair

1. APPROVAL OF AGENDA

Motion: L. Rozniak/A. Nelson

“BE IT RESOLVED THAT the January 26, 2010, OC Board open session meeting agenda is approved”

CARRIED

2. WELCOME and INTRODUCTION OF NEW MEMBERS

3. SIGNING OF CODE OF CONDUCT ALL MEMBERS

L. Le Gallee will contact those members who are absent and obtain their signatures.

5. DECLARATION OF CONFLICT

No conflicts were declared.

6. CONSENT AGENDA

Motion: T. Styffe/B. Hughes

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

CARRIED AS AMENDED

Items Approved:

“BE IT RESOLVED THAT the November 24 2009, open session minutes are approved.”

7. BUSINESS ARISING FROM THE MINUTES

8. PRESENTATIONS/DELEGATIONS

8.1 Strategic Planning Process (J. Hamilton)

The Mission, Vision and Values statement that was approved in 2006 and revised in 2008 is in need of revision. The upcoming process will involve updating the key strategic directions for the next five years; and the VP, Education will lead the process to develop a Long Term Education Plan.

The process will not be as exhaustive as the first time in 2005, however, there will be opportunity for internal and external consultation.

Board has a significant role in the process as strategic directions will need to be established. There will be opportunities for crucial input throughout the process.

The timeline for this project will have the draft plan completed in April with a submission to come to the Board at the April retreat.

Motion: L. Rozniak/J. Lister

“BE IT RESOLVED THAT the Okanagan College Board of Governors approve the proposed process for the review of the strategic plan”.

CARRIED

9. NEW BUSINESS/RESOLUTIONS

9.1 Education Council Submission (R. Gee)

9.1.1 Adult Academic and Career Preparation Program Schedule

9.1.2 Education Council Submission

Motions: R. Gee/P. Johnson

“BE IT RESOLVED THAT the Okanagan College Board of Governors approve the 2010/11 Schedule for Adult Academic and Career Preparation as recommended by Education Council and as presented here”

“BE IT RESOLVED THAT the Okanagan College Board of Governors approve the new program: Autism Spectrum Certificate as recommended by Education Council and as presented here”

“BE IT RESOLVED THAT the Okanagan College Board of Governors approve the the revisions to the Network and Telecommunications Engineering Technology Diploma as recommended by Education Council and as presented here”.

“BE IT RESOLVED THAT the Okanagan College Board of Governors approve the revisions to the Associate of Science Degree as recommended by Education Council and as presented here”

“BE IT RESOLVED THAT the Okanagan College Board of Governors approve the revision to the Legal Access (to be renamed as Administrative Assistant Fundamentals) Certificate as recommended by Education Council and as presented here”.

The submission to approve the EET to UBC-O Electrical Engineering Bridge was removed from the agenda. This will likely be re-submitted in a few months, and may be offered in the Fall 2010.

The Board was assured that the program schedules are developed in consultation with the Registrar's office prior to submission.

CARRIED

10. VERBAL REPORTS

10.1 Board Chair Report (L. Kayfish)

The Chair reported the following:

- He represented the Board at the City of Kelowna celebrations for the Olympic Torch Relay on January 25th, at which a donation was received for the Centre of Excellence from RBC;
- On January 18th he attended the BCC meeting with the President where a number of issues were discussed;
- Committee assignments will be finalized at the February Governance Committee meeting.

10.2 President's Report (J. Hamilton)

The strategic planning process will define “where Okanagan College goes next”. A portion of the project will be best practices in other sectors.

He reported a couple of student initiatives: the SIFE student fashion show on January 22, 2010; and Culinary Arts student, Davide Colombe, has published a recipe book “Cooking in your Kitchen”. This is available at the Okanagan College Bookstore.

Steve Tuck asked to say a few words before departing the meeting. He thanked the Board for their continued support of the Foundation. The Okanagan College Foundation is one of the few college Foundations who have increased the funds distributed to students through scholarships and bursaries.

S. Tuck left the meeting at 1:45 p.m.

11. INFORMATION ITEMS

11.1 Enrolment Numbers (A. Hay)

The VP, Education clarified that the charts in the report display both headcount (full time or part time students) and credits. The credits measure how much teaching activity is being undertaken.

Programs that are starting at a different time other than January are not captured in this report. As well Continuing Studies are not included. Numbers are up significantly. The trend is more students are taking a heavier course load.

The paragraph below Figure 2 was revised to read: “At the same time, credits have increased by 12.8%, with the largest percentage growth in credits occurring in Vernon (25.1%) and the lowest in Kelowna (-9.6%)”.

It was further noted that overall Penticton numbers are up as students are shifting their programming choices at this campus.

Total student numbers will be available after March 31st. Due to the economic shift, Okanagan College recruiters and the ITA (Industry Training Authority) are encouraging students to continue in trades and apprenticeship training.

12. TOPICS FOR NEXT MEETING

13. OTHER BUSINESS

14. FOR THE GOOD OF THE INSTITUTION

The Chair thanked Y. Pinder for agreeing to serve as Vice Chair.

A member commented on the fact that BC is leading in sustainable initiatives. He encouraged the President to continue to connect with other institutions who are leaders in this area as well.

15. DATE OF NEXT MEETING

March 30, 2010, Kelowna Campus

16. ADJOURNMENT

The meeting adjourned at 2 p.m.