

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

**Tuesday, June 28, 2016, 1 p.m.
Room PC 204, Penticton Campus**

Approved September 27, 2016

Members Present: C. Denesiuk (Chair)
C. Bransfield
C. Derickson
J. Hamilton (President)
S. Johal
S. Lupul (*teleconference until 3:11 p.m.*)
J. Maciel (*until 2:34 p.m.*)
D. Manning
L. Thurnheer

Regrets: A. Beaumont
C. Gerbrandt
S. Jung
B. McGowan
A. Hay

Board Secretary: L. Le Gallee

Vice Presidents: R. Daykin
C. Kushner

Directors: A. Coyle

Observers: A. Kirkpatrick for J. O'Brien (Administrative Association)
T. Walters (OCFA)
R. Vilene (BCGEU Support Staff)

Regrets: M. Moffat, Student Observers
P. Bradley, Student Observer
T. Thiessen, Student Observer
C. McRobb, BCGEU Vocational

Guests: J. Campbell, D. Lomas, C. Rawson

There being a quorum present, the Chair called the meeting to order at 1:06 p.m.

The Chair recognized that the meeting was occurring on the traditional Okanagan Nation territory.

The Chair presented the President with a gift and acknowledged his recent award of the Distinguished Service Award from Colleges and Institutes Canada (CICan).

1. APPROVAL OF AGENDA

Motion: J. Maciel/S. Johal

“BE IT RESOLVED THAT the June 24, 2016, OC Board open session meeting agenda is approved”.

MOTION CARRIED

2. ELECTION OF VICE CHAIR (R. Daykin)

The Chair recognized that this was D. Manning's last meeting as Vice Chair as his term on the Board will be complete on July 31, 2016.

The VP, Finance and Administration conducted the election of a new Vice Chair.

First call for nominations: C. Denesiuk nominated C. Derickson. He accepted.

Second call, none. Third call, none. C. Derickson was declared Vice Chair from August 1, 2016 to January 30, 2017.

3. DECLARATION OF CONFLICT

No conflicts were declared.

4. CONSENT AGENDA

Motion: C. Derickson/S. Johal

“BE IT RESOLVED THAT the Consent Agenda be approved”

Items approved:

“BE IT RESOLVED THAT the May 24, 2016, open session minutes be approved”.

“BE IT RESOLVED THAT the Board of Governors approve the appointment of Jan O'Brien as observer for the Administrator's Association for the period June 30, 2016, to June 30, 2017”.

MOTIONS CARRIED

5. BUSINESS ARISING FROM THE MINUTES

6. PRESENTATION/DELEGATIONS

7. NEW BUSINESS/RESOLUTIONS

7.1 Policies (C. Rawson)

A Committee consisting of Leadership Team, faculty and students was struck over a year ago to develop a policy on sexual violence. Legislation has been introduced and will be effective in 2017 that mandates all post-secondary institutions must have a sexual violence policy. Okanagan College is one of the first to bring their policy forward. The Policy will apply to students, employees and Board of Governors members.

Best practices have been examined in the sector, Ontario has been an example as institutions were mandated some time ago to have policies in that province.

7.1.1 Executive Committee Chair Report (C. Denesiuk)

a) Sexual Violence and Misconduct Policy

Definitions are within the policy, there are clear procedures for reporting with a commitment by the College to cooperate in a criminal investigation.

Highlights included:

- Confidentiality is priority within the policy although privacy legislation is trumped when there is an incident of safety;
- Complainants will be protected and accommodated (5.2 of the Policy);

- The Policy will be reviewed every three years with the President reporting to the Board on a yearly basis;
- There is a roll out plan. Funding has been received to run bystander training and self defense courses as well a website has been developed. There will be an information session for students at orientation in the Fall.

Comments included:

- This Policy would apply to guest lectures and visiting professors in that it applies to the College Community and College- related activities as defined in the Definitions of the Policy.
- A member suggested that “*may* be subject to discipline” should be changed to “*shall be/will be* subject to discipline”. This change would apply to the Discrimination, Bullying and Harassment Policy as well. This was clarified as disciplinary action is often discretionary (past practice, behaviour and years of unblemished conduct are considered). This change would have to be considered by Legal Counsel;
- There isn't a specified amount of time to respond to complaints as these issues are often complex and availability of complainant might be an issue. There will be acknowledgement of receipt of the complaint and the respondent will be provided with information. Resources will be provided to both the complainant and the respondent.

Motion: C. Derickson/D. Manning

“BE IT RESOLVED that the Okanagan College Board of Governors approve the Sexual Violence and Misconduct Policy as recommended by the Executive Committee”

MOTION CARRIED

1 abstention

b) Discrimination, Bullying and Harassment Policy

Amendments in this Policy are due to the *Sexual Violence and Misconduct Policy*. Information on confidentiality, definitions and resolutions to the investigation process have been added as well as review of the Policy on an annual basis.

The Faculty Union representative raised a concern that the report will not be released with the union (or the complainant), a grievance will have to proceed with insufficient information. The A/Director of HR explained that Director of Legal Affairs has advised that the report should not be released and that the VP has the power to uphold or dismiss the report despite recommendations. The report could be accessed with a FOIPP (under the *Freedom of Information and Protection of Privacy Act*) request and through the normal grievance/arbitration process. She stated there would be further discussion with HR, Legal and outside legal counsel with regard to the administrative procedures in relation to the new policy.

The A/Director of HR clarified that in the past there was no reference to an investigation report, under the Collective Agreement reports were released to the Union. In this case the Collective Agreement does not apply. The Director of Legal Affairs has instructed that this report is not to be released due to its confidential nature.

The Board Chair noted that the policies can be revised at a future date. The President noted that guidelines are expected from the Ministry that may inform this discussion around the issues noted.

The Board directs administration to address the issues raised at the meeting about Section 11 and report back to the Board.

The A/Director of HR noted that there has been employee training on discrimination, bullying and harassment, and some departments have brought in Worksafe BC people to address issues. Broader face-to-face training has been advocated by HR.

The Faculty Representative shared his concern that OCFA was not notified sooner of the policy revision. The A/Director of HR noted that it was unfortunate she was called away from the College and was unable to meet with them earlier. Bargaining units are not normally involved with the development of policies. Administration will meet with the bargaining units with regard to Section 11 of the Policy.

Motion: C. Derickson/D. Manning

“BE IT RESOLVED that the Okanagan College Board of Governors approve the revised Discrimination, Bullying and Harassment Policy as recommended by the Executive Committee”.

MOTION CARRIED

1 opposed

7.2 Finance, Audit and Risk Review Committee (J. Maciel)

7.2.1 Chair Report

No report.

7.2.2 Line of Credit

Motion: S. Johal/D. Manning

“BE IT RESOLVED that the Okanagan College Board of Governors approve a Line of Credit with TD Canada Trust in the amount of \$1 million as recommended by the Finance, Audit and Risk Review Committee and as presented here”

MOTION CARRIED

7.3 Education Council (C. Bransfield)

7.3.1 Program Proposals

Motion: C. Bransfield/D. Manning

“BE IT RESOLVED THAT the Board approve the program revision Associate of Science-Chemistry Emphasis, as recommended by Education Council and as presented”

MOTION CARRIED

Motion: C. Bransfield/S. Johal

“BE IT RESOLVED THAT the Board approve the new program Aboriginal Community Support Worker Certificate, as recommended by Education Council and as presented”

MOTION CARRIED

Motion: C. Bransfield/J. Maciel

“BE IT RESOLVED THAT the Board approve the new program Leadership and Change Certificate, as recommended by Education Council and as presented”

MOTION CARRIED

T. Walters left at 2:30 p.m.

7.4 Accountability Plan (A. Coyle)

Motion: S. Johal/C. Derickson

“BE IT RESOLVED THAT the Board of Governors approve the draft Accountability Plan and Report 2015-2016 to 2018- 2019 as presented”.

MOTION CARRIED

J. Maciel, R. Vilene, J. Campbell left at 2:34 p.m.

*Break at 2:34 p.m.
Reconvened at 2:46 p.m.*

The Accountability Plan is an annual requirement by the Ministry. It contains information with regard to whether the College has met or achieved targets set out by the Ministry. Aboriginal FTEs will be reported fully later in the year.

7.5 Regional Dean Report (D. Lomas)

The Campus has hosted a number of community initiatives recently. Such as: a solar fair; showcased the facility and programs; a Community Summit welcoming immigrants to the community.

In terms of facilities, the Regional Dean stated that they are pleased to receive the funding for a child and family development centre.

She noted that: the Viticulture Diploma will begin in September 2017. The Regional Dean will be retiring as of December 2016 so thanked the Board for all their support for the Penticton Campus.

8. VERBAL REPORTS

8.1 Board Chair Report (C. Denesiuk)

The Chair attended the Foundation AGM this past week, she noted that they have some new members to their Board.

8.2 President's Report (J. Hamilton)

The President's Report was included in the agenda, nothing to add.

He noted that as approved in the Budget for 2016/17 parking rates will be increasing. Consultation has occurred with Regional Deans with additional College-wide consultation to occur this Fall. This is expected to result in better use of parking facilities on all campuses.

8.3 Reports from Conferences

8.3.1 Colleges and Institutes Canada (CICan) (C. Denesiuk, J. Hamilton, C. Derickson, S. Lupul)

S. Lupul attended a number of sessions on entrepreneurship. The conference was good, he found the time spent with other Board members valuable.

C. Derickson found that Okanagan College is very well respected in the sector. He attended a workshop on 360° Board evaluations identifying strengths and weaknesses facilitated by Douglas College. He won free registration to next year's conference.

The President attended sessions on indigenization as did the Board Chair. He will share this information with the College's task group.

It was noted that Board member, C. Gerbrandt, facilitated the Governor's Forum. Positive feedback was received on this workshop.

The VP, Finance and Administration, noted that it was a quality conference, the networking was valuable.

S. Lupul signed off at 3:11 p.m.

9. INFORMATION

10. TOPICS FOR NEXT MEETING

11. OTHER BUSINESS

12. FOR THE GOOD OF THE INSTITUTION

C. Gerbrandt and B. McGowan have been reappointed to July 31, 2019.

The Chair acknowledged that C. Bransfield will not be continuing as Education Council Chair as this was his last meeting. He thanked the Board on behalf of Education Council for the great advisory work that occurs between the two governing bodies.

The Chair acknowledged D. Manning's retirement and presented him with a letter.

13. DATE OF NEXT MEETING: September 27, 2016, Salmon Arm Campus

14. ADJOURNMENT

Motion to adjourn: C. Derickson/D Manning

MOTION CARRIED

The meeting adjourned at 3:17 p.m.