

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

**Tuesday, March 25, 2014; 1 p.m.
Room PC 113, Penticton Campus**

Approved June 24, 2014

Members Present: T. Styffe (Chair)
J. Hamilton (President)
R. Gee
C. Gerbrandt
D. Manning
B. McGowan
Y. Pinder
L. Rozniak
L. Swite-Ghostkeeper
L. Thurnheer

Regrets: C. Denesiuk
B. Antoniow
G. Nielson
S. Nahal
A. Hay

Board Secretary: L. Le Gallee

Vice Presidents: B. Eby
C. Kushner

Directors: A. Coyle

Present: T. Walters, OCFA

Regrets: N. Ankerstein, Administrative Association
C. McRobb, BCGEU Vocational

Guests: D. Lomas, T. Gaudette, G. Pratico (Student Presenters), Contingent of Students, S. Moores, K. Hamilton, A. Doody, P. Dandeneau, J. Rouse (2:05 p.m.) J. Fries (Penticton Western News)

There being a quorum present, the Chair called the meeting to order at 1:05 p.m.

1. APPROVAL OF AGENDA

Motion: Y. Pinder/D. Manning

“BE IT RESOLVED THAT the March 25, 2014, OC Board open session meeting agenda is approved”.

MOTION CARRIED

2. DECLARATION OF CONFLICT

No conflicts were declared.

3. CONSENT AGENDA

Motion: D. Manning/L. Rozniak

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

Items Approved:

“BE IT RESOLVED THAT the January 28, 2014, Open Session minutes were approved.”

“BE IT RESOLVED THAT the Board agrees to collect student fees for Okanagan College for 2014/2015 on behalf of the Okanagan College Student Union and the Vernon Student Association as outlined in the submissions that are included in the agenda”.

MOTION CARRIED

4. BUSINESS ARISING FROM THE MINUTES

5. PRESENTATIONS/DELEGATIONS

5.1 Regional Dean, South Okanagan (D. Lomas)

Highlights were noted as:

- Information is being compiled, as noted in the written report, regarding the need for a student daycare, the College will work with a private partner in implementing this initiative;
- The Wine Sensory Lab construction is underway, this should be up and running in May 2014;
- Therapy dogs will be on campus next week to aid students during the stressful exam period;
- The SCMT (Sustainable Construction Management Technology) program will be offered in the Fall 2014. A professor has been hired for this program, she starts April 1st.

5.2 Student Presentations Re; Tuition

a) Okanagan College Student Union

In reply to questions, the following was noted:

- The rate of federal student loans is set up by the federal government. The Board noted this could be an area of advocacy;
- The Chair stated that he would like to meet with the students and the Minister of AVED at the next available opportunity to discuss these issues;
- The President thanked the students for their presentation and the active role they play in the budget process. He noted that Okanagan College is proud of the high quality graduates that are produced.

b) Vernon Student Association.

The Student Association did not attend.

6. NEW BUSINESS/RESOLUTIONS

6.1 Finance, Audit and Risk Review Committee (B. McGowan)

6.1.1 Okanagan College Board 2014/15 Budget

The Committee Chair reported that the budget process begins in the Fall and the Board receives updates throughout the process. The Finance Committee met on March 3rd at which time the students gave a presentation; with a subsequent meeting on March 17th for the final budget outlook. This budget is a balanced budget.

The VP, Finance gave a presentation.¹

Points noted included:

- Government funding is down by \$702,034; it is expected next year will be even greater;
- Strategies to reduce the proposed deficit were: vacancy savings; year end savings; and professional development, totalling \$975,000. Budget adjustments in the amount of \$1.7 million were found;
- It is not expected that these initiatives will impact staff; they may impact equipment. However, a contingency does exist in the event of the need for additional equipment.

J. Rouse arrived at 2:05 p.m.

a) Comments from Chair, Education Council (R. Gee)

Comments from Education Council

Education Council saw the budget presentation on March 20th. There were two concerns raised: 1) low student numbers and questioned if there is a way to avoid the increase in tuition. The concern was that this may be the reason students are taking fewer courses and taking longer to complete their programs. 2) Council was pleased there are no cuts to programs.

Council passed a motion to receive the budget.

b) Comments from Chair, Finance, Audit and Risk Review Committee (B. McGowan)

Motion: B. McGowan/D. Manning

“BE IT RESOLVED THAT the Board of Governors approve an operating budget of \$92,833,954 for 2014/15 as recommended by the Finance, Audit and Risk Review Committee”.

The OCFA observer raised some concerns with the budget:

In reply to concerns regarding the size of the Leadership Team, raising tuition and consultation on the budget the following points were noted:

- A review of the Leadership structure was conducted two years ago and was found in relation to the size of the College management is not excessive. 1 or 2 positions have been added since 2005 while the number of faculty has increased substantially. The President stated that he would like a copy of the survey conducted by the Federation of Post Secondary Educators to review their findings;
- With respect to the budget consultation, the College Executive relied on the Deans and Directors to bring comments forward this year as opposed to having meetings on each campus;
- The Chair noted that the Board monitors the management costs of the institution closely. Costs have been reviewed and they are equal or less than other institutions.

MOTION CARRIED
No opposed

¹ Presentations are posted on My Okanagan under Board meetings/2014/Presentations

6.1.2 Tuition Recommendation

Motion: B. McGowan/Y. Pinder

“BE IT RESOLVED THAT the Okanagan College Board of Governors approve an increase to domestic tuition of 2% for 2014/2015 as recommended by the Finance, Audit and Risk Review Committee”

It was noted by a member that the budget is very tight this year and will need to be monitored closely. There are not a lot of choices for streams of revenue so this increase is recommended.

MOTION CARRIED
1 Opposed

6.1.3 International Tuition

Motion: B. McGowan/Y. Pinder

“BE IT RESOLVED THAT the Okanagan College Board of Governors approve an increase to international tuition of 8% for 2014/2015 as recommended by the Finance, Audit and Risk Review Committee”

The view of the Director of International is that this increase will not present a problem with regard to recruiting. Issues are often around visas as opposed to recruiting.

With this 8% increase Okanagan College will still be below the average of other colleges. The International recruiters plan to increase the number of students who attend Okanagan College.

MOTION CARRIED
None opposed

6.1.4 Signing Authority

Students and media left at 2:25 p.m.

Motion: Y. Pinder/B. McGowan

BE IT RESOLVED THAT the Okanagan College Board of Governors approve the resolution, re: Bankers and Signing Officers be approved as recommended by the Finance, Audit and Risk Review Committee”.

MOTION CARRIED

6.2 ITA Training Plan (C. Kushner)

Trades has seen increases in student numbers in the foundation programs but not in all areas. The funding has not been increased.

Motion: L. Swite-Ghostkeeper/D. Manning

“BE IT RESOLVED that the Okanagan College Board of Governors approve the ITA Training Plan as recommended”.

MOTION CARRIED

6.3 Annual Programming Plan (C. Kushner)

This Plan is the result of discussion at the department level and at Dean's Forum, as well as feedback from Education Council. The College is going through a core review to determine the programming demands. Sections may be reduced to account for shifts in student enrolment patterns. Under the area of discontinued programs, a tier three review was done three years ago, these changes will be made within the next year.

This Plan maintains as much programming as possible.

The College is moving ahead with the SCMT Program for this September; there are 25 applicants to date. This is a one-time offering with potential offerings in the future.

The federal funding for the Women in Trades Program has been discontinued as of March 31st. There will be a Gateway to Building Trades offered in Penticton in April.

Motion: L. Thurnheer/L. Rozniak

“BE IT RESOLVED that the Okanagan College Board of Governors approve the Annual Programming Plan 2014/15 as recommended”.

MOTION CARRIED

D. Lomas and P. Dandeneau left at 2:35 p.m.

6.4 Education Council (R. Gee)

6.1.1 Program Approvals

Motion: R. Gee/D. Manning

“BE IT RESOLVED THAT all the motions be dealt with as one, with the exception of the Post Baccalaureate Diploma”.

MOTION CARRIED

Motion: R. Gee/D. Manning

“BE IT RESOLVED THAT the Board approve the new program Project Management Certificate as recommended by Education Council and as presented”

“BE IT RESOLVED THAT the Board approve the deletion of the ArcInfo GIS Certificate as recommended by Education Council and as presented”

“BE IT RESOLVED THAT the Board approve revision to the Bachelor of Science in Nursing, Years 1 and 2, as recommended by Education Council and as presented”

“BE IT RESOLVED THAT the Board approve revision to the Certified Dental Assistant Certificate as recommended by Education Council and as presented”

“BE IT RESOLVED THAT the Board approve revision to the Computer Information Systems Diploma as recommended by Education Council and as presented”

“BE IT RESOLVED THAT the Board approve revision to the Bachelor of Computer Information Systems as recommended by Education Council and as presented”

“BE IT RESOLVED THAT the Board approve revision to the Associate of Science Degree as recommended by Education Council and as presented”

“BE IT RESOLVED THAT the Board approve revisions to the following BBA Options: General Studies; Accounting Specialty; Finance Specialty; Human Resource Management Specialty; Management Specialty; Marketing Specialty; Tourism and Hospitality Management Specialty as recommended by Education Council and as presented”

“BE IT RESOLVED THAT the Board approve revision to the BBA Management Specialty as recommended by Education Council and as presented”

“BE IT RESOLVED THAT the Board approve revision to the Business Studies Certificate, Hospitality and Tourism Management as recommended by Education Council and as presented”

“BE IT RESOLVED THAT the Board approve revision to the Business Administration Diploma, Hospitality and Tourism Management Option as recommended by Education Council and as presented”

“BE IT RESOLVED THAT the Board approve revision to the BBA Hospitality and Tourism Management Specialty as recommended by Education Council and as presented”

“BE IT RESOLVED THAT the Board approve revision to the Advanced Culinary Arts Certificate as recommended by Education Council and as presented”

MOTION CARRIED

Motion: R. Gee/L. Thurnheer

“BE IT RESOLVED THAT the Board approve new program Post Baccalaureate Diploma in Accounting as recommended by Education Council and as presented”

This program will allow people without a nonbusiness degree to pick up the required accounting. The graduation requirements were revised to read “Completion of 60 credits in this program and a minimum Graduating Grade Average of 60 to be eligible for the Post Baccalaureate Diploma in Accounting”.

MOTION CARRIED AS AMENDED

J. Rouse and S. Moores left at 2:40 p.m.

7 VERBAL REPORTS

7.1 Board Chair Report (T. Styffe)

The Board Chair has attended a number of Foundation Committees and meetings.

He has co-presented to RDSO (Regional District of the South Okanagan) with UBCO on behalf of the College.

He will be attending the Association of Governing Board National Trustees Conference and the Board Assistant will be attending the Workshop for Board Professionals in April.

7.2 President’s Report (J. Hamilton)

Nothing additional to report.

7.3 Governance Committee Chair (Y. Pinder)

The Committee has developed board evaluation forms and they will be posted online. The plans for the Fall retreat have begun.

In April the College Information Technology Department will be looking at upgrading the operating systems for the iPads and will making apps available. Board members will be contacted with additional information at a later date.

8. INFORMATION

9. TOPICS FOR NEXT MEETING

10. OTHER BUSINESS

11. FOR THE GOOD OF THE INSTITUTION

12. DATE OF NEXT MEETING: May 13, 2014, Kelowna Campus

13. ADJOURNMENT

Motion to adjourn: D. Manning/R. Gee

The meeting adjourned at 2:44 p.m.

MOTION CARRIED