

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

**Tuesday, March 29, 2011, 12:00 p.m.
Room S103B, Kelowna Campus**

Approved May 17, 2011

Members Present: P. Bourbeau
M. Conlin
B. Cooke (teleconference)
J. Hamilton (President)
J. Gabanowicz (*arrived 10:20 a.m.*)
R. Gee
B. Hughes
L. Kayfish (Chair)
D. Manning
Y. Pinder
L. Rozniak
T. Styffe
L. Swite-Ghostkeeper

Regrets: S. Nahal

Board Secretary: L. Le Gallee

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

Directors: A. Coyle

Observers: L. Graham, Admin. Association
C. Nelmes, Student

Regrets: C. Athay, Student
C. McRobb, BCGEU Vocational
C. Athay, Student, Salmon Arm
J. Haynes, Student, Kelowna
T. Walters, OCFA

Guests: K. Butler (6.2.1), R. Huxtable (6.2.2 and 6.2.3)
Students (5.1 and 5.2.1)
Media: M. Folkhard, AM 1150
JP Squire, Daily Courier
B. McDivitt, CHBC News

There being a quorum present, the Chair called the meeting to order at 12:20 p.m.

1. APPROVAL OF AGENDA

Motion: J. Gabanowicz/P. Bourbeau

“BE IT RESOLVED THAT the March 29, 2011, OC Board open session meeting agenda is approved”.

The following items were removed from the agenda: 5.2.2 a and b. 6.1.1 the motion for Sustainable Construction Management Technology.

MOTION CARRIED AS AMENDED

2. DECLARATION OF CONFLICT

No conflicts were declared.

3. CONSENT AGENDA

Motion: T. Styffe/B. Hughes

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

MOTION CARRIED

Items Approved:

“BE IT RESOLVED THAT the January 25, 2011, Open Session minutes are approved as amended.”

“BE IT RESOLVED THAT the Board agrees to collect student fees for Okanagan College for 2011/12 on behalf of the Okanagan College Student Union and the Kalamalka Student Association as outlined in the submissions that are included in the agenda”.

4. BUSINESS ARISING FROM THE MINUTES

5. PRESENTATIONS/DELEGATIONS

5.1 Student Presentations Re: Tuition

5.1.1 Kalamalka Campus Student Association

A memo was received from KCSA and distributed to the Board.

5.1.2 Okanagan College Student Union

C. Nelmes and J. Haynes gave a presentation.

The Chair thanked them for their presentation and noted for the record that in the last six years, the Board has not increased tuition 4/6 times; they have approved one year of increases; and last year only applied an increase to a portion of the courses. The first value in the Mission Vision Values is to “Assist learners to overcome barriers to education”. The Board feels strongly about this value and access is a priority.

5.2 Finance, Audit and Risk Review Committee (B. Cooke)

5.2.1 Tuition Recommendation 2011/12

A number of options have been presented in Attachment E. Option 3 (freeze on all courses 10% above the average) was adopted by the Finance, Audit and Risk Review Committee.

Motion: D. Manning/T. Styffe

“BE IT RESOLVED THAT the Okanagan College Board of Governors approve a tuition freeze on all courses within programs more than 10% above the average of comparator institutions with a full allowable tuition increase for all remaining courses and fees as recommended by the Finance, Audit and Risk Review Committee”.

Full tuition increase would generate \$260,000 in revenue, this proposal will generate \$75,000 in revenue.

MOTION CARRIED
1 opposed

10 minute break
Guests left

5.2.2 2011/12 Okanagan College Budget

The budget will be presented in April.

B. Cooke left the conference call at 12:50 p.m.

5.3 Key Performance Indicators – Update (S. Koehle)¹

The Indicators were first presented in November 2008 in relation to the first Strategic Plan; an update was given in June 2010.

Highlights and comments included:

- #5 – National or College Survey on Student Engagement: 3 other BC institutions are using COSE as a survey instrument this year. The complete survey results will come to the Board later this year;
- Some points related to more than one indicator;
- Not all the KPIs are done all the time. Institutional Research is developing patterns and trends so measurables can be considered. The goal is to ensure accountability with each indicator. Some are institutional and some are unit specific;
- In the past the Board has discussed creating 10 for a dashboard. This has not been achieved yet, as only two years of data are available. This needs to be worked through so that it can be determined, over time, which indicators can be measured.

6. NEW BUSINESS/RESOLUTIONS

6.1 Education Council (R. Gee)

6.1.1 Program Approvals

The first motion (with regard to SCMT) was removed from the list of approvals as additional consultation is underway.

Motion: R. Gee/L. Rozniak

“BE IT RESOLVED THAT the Okanagan College Board of Governors approve the Concentration in Communication, as recommended by Education Council and as presented here”.

MOTION CARRIED

Motion: R. Gee/M. Conlin

“BE IT RESOLVED THAT the Okanagan College Board of Governors approve the revision to the ARC/Info GIS Certificate, as recommended by Education Council and as presented here”.

MOTION CARRIED

Motion: R. Gee/J. Gabanowicz

“BE IT RESOLVED THAT the Okanagan College Board of Governors approve the revision to the BSN Program, Years 1 and 2, as recommended by Education Council and as presented here”.

This has been approved for funding, notification has been received

¹ The Presentation will be posted on the My Okanagan Board website for members future reference.

R. Huxtable arrived at 1:15 p.m.

MOTION CARRIED

Motion: R. Gee/D. Manning

“BE IT RESOLVED THAT the Okanagan College Board of Governors approve the new program, Learner Centered Instructor Certificate, as recommended by Education Council and as presented here”.

This Certificate will not be mandatory for all faculty and instructors. The incentive is that some of the course work will grant credit in the provincial certification.

This Certificate needs to be approved by PSIPS and will be offered through Continuing Studies.

MOTION CARRIED

Motion: R. Gee/P. Bourbeau

“BE IT RESOLVED THAT the Okanagan College Board of Governors approve recommendation from the Curriculum Criteria and Calendar Standing Committee, as recommended by Education Council and as presented here”.

MOTION CARRIED

J. Gabanowicz and M. Conlin left at 1:33 p.m.

K. Butler arrived at 1:30 p.m.

6.1.2 Program Schedules

Motions: R. Gee/T. Styffe

“BE IT RESOLVED THAT the Okanagan College Board of Governors approve ESL Program Schedule for 2011/2012, as recommended by Education Council and as presented here”

“BE IT RESOLVED THAT the Okanagan College Board of Governors approve amended Academic Schedule for 2011/12, as recommended by Education Council and as presented here”

“BE IT RESOLVED THAT the Okanagan College Board of Governors approve vocational program schedules, as recommended by Education Council and as presented here”

MOTIONS CARRIED

6.2 Policies

6.2.1 Naming Policy; Buildings, Facilities and Other Physical Assets (K. Butler)

The amendments to the Policy clarify the naming of facilities and buildings. A fee schedule has not been developed as this will be reviewed on a project by project basis. The following criteria will be used when considering naming opportunities: square footage of space; construction costs; visibility of space; fair market analysis. Guidelines will be developed as they relate to the whole institution.

Point 3.0 has been added. Some donations have been grandfathered due to previous commitments. These are dealt with differently as they are capital projects.

Motion: J. Hamilton/B. Hughes

“BE IT RESOLVED THAT the Okanagan College Board of Governors approve the revised Naming Policy – Buildings, Facilities and Other Physical Assets as presented here”.

MOTION CARRIED

K. Butler left at 1:40 p.m.

6.2.2 Research Ethics Board Policy (R. Huxtable)

Okanagan College adopted the OUC policy and revisions were required. Working with the Canadian Research bodies R. Huxtable identified 20 areas that needed to be revised in the policy.

For clarification purposes the following was noted, research is not part of the mandate of colleges, but colleges can engage in research either as an applied research project or individual staff research projects. This policy addresses the standard research that colleges engage in.

R. Huxtable has participated in meetings with the intent of identifying the role colleges play in research; there is an important role for students in research; as part of the educational experience

Motion: P. Bourbeau/B. Hughes

“BE IT RESOLVED THAT the Okanagan College Board of Governors approve the revised Research Ethics Board Policy as presented here”.

MOTION CARRIED

6.2.3 Conflict of Interest in Research Policy (R. Huxtable)

These revisions were recommended by the Canadian Research bodies as well.

These policies adopt model language and put the College in line with other institutions aligning with best practices.

Motion: Y. Pinder/D. Manning

“BE IT RESOLVED THAT the Okanagan College Board of Governors approve the revised Conflict of Interest in Research Policy as presented here”.

MOTION CARRIED

Board members felt that the College should build a reputation of research and pursue various opportunities if the funding is available.

7 VERBAL REPORTS

7.1 Board Chair Report (L. Kayfish)

Nothing to report.

7.2 President’s Report (J. Hamilton)

Regional district in South Okanagan has passed a motion for \$300,000 donation over three year period for Centre of Excellence.

On March 31st the College will be filing our first Green House Gas Report under the provincial carbon neutral policy. This year the College has had to pay around \$55,000, however, more initiatives are underway to increase our efficiency.

8. INFORMATION ITEMS

8.1 February 2011 FTE Report (A. Coyle)

These numbers are estimates; actuals will be available in May.

Increased enrolment was noted.

Trades are down due to a timing issue. As well, ITA has reduced the budget by 5%. Numbers in Science, Technology and Health would have increased; however, LPN was not offered.

9. TOPICS FOR NEXT MEETING

10. OTHER BUSINESS

11. FOR THE GOOD OF THE INSTITUTION

Meetings with MLAs occurred on March 10th and 11th.

The Chair and J. Gabanowicz participated in the Campus to Campus Half Marathon.

M. Conlin and the Chair attended the student organized Business Banquet this year.

Upcoming events include: Pancake Breakfast in Penticton on April 6th; and April 20th members are invited to view students CoSc presentations. Contact R. Gee if you have questions.

T. Styffe and S. Nahal will be attending ACCC (Association of Canadian Community Colleges) this year in Edmonton.

The International students are running a campaign "Hope for Japan"; proceeds of T shirt sales will go to the Red Cross.

SIFE students continue to be successful in the competitions they engage in.

The President is hosting a Competition Excellence Awards dinner tomorrow night. Over 100 guests, students and coaches attend at which student successes are acknowledged.

12. DATE OF NEXT MEETING

April 26, 2011, Kelowna Campus

13. ADJOURNMENT

The meeting adjourned at 2:23 p.m.