

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

**Tuesday, May 15, 2012 1:15 p.m.
Room E102/103. Vernon Campus**

Approved June 26, 2012

Members Present: M. Conlin
B. Cooke
C. Denesiuk
J. Hamilton (President)
R. Gee
L. Kayfish (Chair)
D. Manning
M. Marino
S. Nahal
Y. Pinder
L. Rozniak
T. Styffe

Regrets: R. Saunders
L. Swite-Ghostkeeper

Board Secretary: L. Le Gallee

Vice Presidents: B. Eby
A. Hay
C. Kushner

Directors: A. Coyle

Observers: R. Christie for T. Walters, OCFA
R. Kjarsgaard for N. Ankerstein, Admin. Association

Guests: J. Lister, J. Coble, S. Koehle, N. Bartlett

Regrets: C. McRobb, BCGEU Vocational
C. Athay, Student
N. Di Iuorio, Student
J. Haynes, Student

There being a quorum present, the Chair called the meeting to order at 1:20 p.m.

1. APPROVAL OF AGENDA

Motion: S. Nahal/D. Manning

“BE IT RESOLVED THAT the May 15, 2012, OC Board open session meeting agenda is approved”.

MOTION CARRIED

2. DECLARATION OF CONFLICT

No conflicts were declared.

3. CONSENT AGENDA

Motion: S. Nahal/C. Denesiuk

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

Items Approved:

“BE IT RESOLVED THAT the April 24, 2012, Open Session minutes were approved.”

MOTIONS CARRIED

4. BUSINESS ARISING FROM THE MINUTES

5. PRESENTATIONS AND DELEGATIONS

5.1 Regional Dean Report (J. Lister)

The Regional Dean highlighted the following:

Sports Complex Project – ALR has consented to the development; the Regional District will conduct a community referendum (likely Spring 2013). Two Committees are being set up (students and employees will sit on the committee). The Lease has been amended to adjust the timeline to follow the ALR and referendum guidelines.

Demonstration Garden (“Kalamalka Garden”) - this is a long term vision as funding will be required. It will be completed in phases. The Food Forest will be in place by the end of October 2012, as well as some pathways, fencing, and the community garden will be mapped out this growing season. The infrastructure will be developed prior to programming development.

Kal Press - has been publishing for 16 years, 1 or 2 books a year. They are moving to a fine press and will be more integrated with student work. They will publish original small projects working with the Creative Writing and Publishing Diploma students. There is a market for these books, but this will also be teaching how books are made. Not as many will be printed at each time.

Headcount – biggest change was in Foundational programs,

Marketing and recruitment – it has been challenging getting into the high schools this year with the teachers strike

Community Outreach – have been active with community development and staying connected (Social Planning Council, Chamber of Commerce),

Remarks in response to questions included:

- The transition rates from high school to post secondary compare to UBCO, although Vernon is slightly lower than Kelowna for those who transition immediately following high school. The Campus awards target these students to encourage immediate transition;
- There is a market for fine press books through the Kalamalka Press, although distribution has always been an issue;

6. NEW BUSINESS/RESOLUTIONS

6.1 Aboriginal Student Survey (C. Kushner/J. Coble)

This is the fourth year (first one was in 2008/09) for this survey; Institutional Research is preparing an annual comparative report.

J. Coble, Aboriginal Services Coordinator, noted that Okanagan College has experienced considerable growth in the last five years. There are 1345 aboriginal students registered at the College throughout the year. There are more females than males.

Highlights included:

- 100 respondents filled out the survey this year (101 last year). This is a 24% response rate (31% last year);
- Most of the students have children and childcare is an issue
- Average household income is \$17,000/year;
- Majority of respondents were in Arts and Foundational programs;
- Majority of respondents were 35 years or older;
- 81% are attending to obtain a certificate or diploma;
- Most chose Okanagan College because it was close to home; and for 80% this was their first choice.

Suggestions from the students included:

- Improve the physical space
- Improve the culture knowledge and sensitivity
- Improve awareness of program and services available to students
- Increase the events on campus
- Improve support for Métis students.

Remarks in response to questions included:

- Aboriginal recruiters and mentors are working together to increase retention and looking at ways to improve these rates;
- A member asked that a future report include information on what is planned for the future to increase recruitment activities and retention rates;
- Aboriginal Services advises students on determining what they are eligible for (funding, childcare, etc.) and assists them with applications and works with the Band.

6.2 Key Performance Indicators (S. Koehle/N. Bartlett)

S. Koehle was contracted to refine and refocus the existing KPIs.

These will be used by the Board to manage and track government information; to provide feedback to the senior executive and organization that is consistent with the strategic objectives; and to provide transparency to the public.

Today's presentation is for the purposes of discussion and accountability.

A member asked that an indicator be developed with regard to stewardship of assets and financial performance.

The Board determined that 5 indicators was the optimal number for the dashboard.

Motion: T. Styffe/S. Nahal

“BE IT RESOLVED THAT the Okanagan College Board of Governors approve the Key Performance Indicator (KPI) Model, in principle, and direct administration to incorporate appropriate finance performance indicators; and bring the report back to the Board in the Fall 2012. This is to be reported to the Board not less than once a year”.

These will be further refined and will return to the Board in the Fall 2012.

MOTION CARRIED

6.3 Finance, Audit and Risk Review Committee (B. Cooke)
6.3.1 Audit Financial Statements – Report from In Camera

Finance and Audit Committee met this morning with Grant Thornton to review the audited financial statements. The Committee went through the statements in detail and can confirm that it is a clean audit. The statements will be provided to the Ministry May 18th.

6.4 Education Council (R. Gee)
6.4.1 Program Proposals

Bachelor of Nursing, Years 1 and 2

Motion: R. Gee/ D. Manning

“BE IT RESOLVED THAT the Okanagan College Board of Governors approve the program revision, Bachelor of Nursing, Years 1 and 2, as recommended by Education Council and as presented here”

With this revisions students will need one university transfer and one English course.

MOTION CARRIED

Computer Information Systems Diploma

Motion: R. Gee/ M. Marino

“BE IT RESOLVED THAT the Okanagan College Board of Governors approve the program revision, Computer Information Systems Diploma, as recommended by Education Council and as presented here”.

Two courses that cannot be taken for credit are due to the fact they are not in-depth enough. Prerequisites have also been removed.

MOTION CARRIED

Bachelor of Computer Information Systems Degree

Motion: R. Gee/L. Rozniak

“BE IT RESOLVED THAT the Okanagan College Board of Governors approve the program revision, Bachelor of Computer Information Systems Degree, as recommended by Education Council and as presented here”.

This change is the same as the Diploma, it provides the student with more flexibility. As well as changing an element of the co-op to facilitate student needs.

MOTION CARRIED

Criminal Records Check

Motion: R. Gee/C. Denesiuk

“BE IT RESOLVED THAT the Okanagan College Board of Governors approve the proposal for the revision to the Criminal Record Check language for the following Science, Technology, Health and Social Development (STH) programs:

- ***Bachelor of Science in Nursing (Years 1 and 2)***
- ***Certified Dental Assistant Certificate***
- ***Early Childhood Education Diploma***
- ***Health Care Assistant Certificate***
- ***Human Service Work Diploma***
- ***Practical Nursing Diploma***
- ***Therapist Assistant Diploma***

and for the following Continuing Studies programs:

- ***Aboriginal Health Worker Certificate***
- ***American Sign Language Certificate***

- **Autism Spectrum Disorder Certificate**
- **Education Assistant Certificate**
- **Gerontology Certificate**
- **Healthcare Service Assistant Certificate**
- **Hearing Assistant Certificate**
- **Life Skills Facilitator Certificate**
- **Medical Device Reprocessing Certificate**
- **Medical Laboratory Assistant Certificate**
- **Nursing Unit Assistant Certificate**
- **Pharmacy Technician Certificate**
- **Special Needs Worker Certificate**

as recommended by Education Council and presented here.

The Provincial Government has changed the rules under which the student obtains a Criminal Records Check, as well all health programs need to be revised in this regard.

MOTION CARRIED

Academic, AACP (ABE), ASE, ESL, ECE, HCA, HSW, CDA and TA Schedules
Schedule for Practical Nursing Diploma

It has not been confirmed by the Government when Family Day 2013 is, this will be confirmed May 22nd.

These schedules were deferred until the June 26th meeting.

7 VERBAL REPORTS

7.1 Board Chair Report (L. Kayfish)

The Board Chair recently attended the SIFE National Competition with the President in Calgary. He stated it was a pleasure to see Okanagan College's students on the national stage.

7.2 President's Report (J. Hamilton)

At the recent SIFE National Championship in Calgary, Okanagan College students were ranked fifth nation wide; top six in the Scotiabank SIFE Green Challenge, top eight in Toronto Dominion SIFE Entrepreneurship; second in the Financial Education Challenge, and Champion of the Canadian Let's Can Hunger (third year in a row).

8. INFORMATION

9. TOPICS FOR NEXT MEETING

10. OTHER BUSINESS

11. FOR THE GOOD OF THE INSTITUTION

12. DATE OF NEXT MEETING June 26, 2012 Kelowna Campus

13. ADJOURNMENT

Motion: T. Styffe/D. Manning

MOTION CARRIED

The meeting adjourned at 3:35 p.m.