

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

**Tuesday, November 27, 2007 9:30 a.m.
Room E202, Vernon Campus**

Approved January 29, 2008

Members Present: J. Shaw, J. Hamilton
J. Lister
B. Cooke
P. Johnson
L. Kayfish
M. Conlin
A. Cossentine
A. Langley

Regrets: A. Tozer
E. Brighthouse- Warren
A. March
B. Hughes
P. Terbasket

Board Secretary: L. Le Gallee

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

Directors: A. Coyle

Observers: C. McRobb, BCGEU Vocational Instructor
P. Murray, OC Faculty Association

Regrets: J. Yacheson, Administrators Association
G. Born, BCGEU Support Staff
Kalamalka Student Association
Okanagan College Student Union

Guests: J. Lent, J. O'Brien

There being a quorum present, the Chair called the meeting to order at 9:40 a.m.

1. APPROVAL OF AGENDA

Motion: L. Kayfish/J. Lister

“BE IT RESOLVED THAT the November 27, 2007, OC Board open session meeting agenda is approved”

CARRIED AS AMENDED

The Chair introduced and welcomed Amaris Langley, newly elected Kelowna student representative. She noted that N. Brighthouse Warren has been reelected for the Outside Kelowna student position.

A. Cossentine was presented a gift and thanked for her service to the Board. J. Hamilton acknowledged the amount of work accomplished by Education Council since the transition.

2. OATH OF NEW MEMBER – A. Langley

3. DECLARATION OF CONFLICT

No conflicts were declared.

4. APPROVAL OF MINUTES - October 30, 2007

Motion: M. Conlin/J. Lister

“BE IT RESOLVED THAT the October 30, 2007, open minutes are approved as amended.”

CARRIED AS AMENDED

5. BUSINESS ARISING FROM THE MINUTES

P. Johnson arrived at 9:55 a.m.

6. PRESENTATIONS/DELEGATIONS

6.1 Regional Dean (J. Lent)

J. Lent gave a report on the Vernon Campus initiative in the context of the Key Directions.

In reply to questions raised the following was noted:

- There are still some perception problems out there as to what the College offers, discussions are ongoing with the community as to how the College can play a bigger role in the community;
- With the writing culture that exists at the campus, it would not be difficult to create a Banff type centre for business training and fine arts; this could become the signature for the campus.

J. Lent distributed copies of *Abundance* by Robert Kroetsch and John Lent (15th book that has been published by the Kalamalka Press)

J. Lent left the meeting at 10:20 a.m.

6.3 Update on Facilities – Developments on Capital Plan

Updates included:

- The Learning Centre construction will begin in January;
- The Foundation has purchased the Trades facility in Salmon Arm;
- Preliminary planning meetings are progressing for the Trades renovation in Kelowna;
- A feasibility study for field work for residences on all four campuses will be complete by mid-December;
- Phase I of pond renovation in Kelowna is complete;
- The renovations in the welding and carpentry areas are underway;
- The planning is underway for rotating trades in Penticton and Vernon .

B. Eby will look into the funding application that was submitted for the Salmon Arm area with regard to the Pine Beetle infestation.

6.4 Update on Risk Management (R. Eby)

This project should be complete by March 31st; Y. Pinder has been contracted to identify and assess the risks in each budget area. When this has been complete a mitigation plan will be completed and each profile will be maintained on an ongoing basis.

6.5 Student Survey (S. Koehle, J. O'Brien)

In early 2008 we will undertake a second version of this survey; trends will then be identified.

Some suggestions included:

- A focus group was suggested on each campus
- Consider giving the survey in class as hardcopy, this may increase the number of responses.;

The Board would like results of the survey by June 24th. J. Hamilton noted that this information will become part of the benchmarking process. The Leadership Team is meeting for a January retreat at which time they will establish achievable benchmarks and measurable progress on the Key Directions. Some of the items will become budgeted items.

Members were asked to send J. O'Brien comments.

7. NEW BUSINESS/RESOLUTIONS

7.1 Education Council Approvals (A. Cossentine)

7.1.1 Automotive Collision

Motion: A. Cossentine/B. Cooke

“BE IT RESOLVED that the Board approve the two program length revisions, Automotive Collision Repair Certificate and Automotive Refinishing Certificate, as recommended by Education Council.”

7.1.2 Analytical Chemistry Technology Diploma

This proposal was posted provincially; peer comments have been submitted.

Students could start the program at other campuses and complete it in Kelowna. This was intended as a signature science program.

Motion: A. Cossentine/J. Lister

“BE IT RESOLVED that the Board approve the new program Analytical Chemistry Technology Diploma, as recommended by Education Council.”

CARRIED

7.2 Governance Committee (J. Lister)

7.2.1 Signing Authority Policy

Motion: J. Lister/B. Cooke

BE IT RESOLVED THAT the Okanagan College Board of Governors approve the Signing Authority Policy as recommended by the Governance Committee and as presented”

CARRIED

7.3 FTE Recommendations (A. Hay)

The College is in the final last two years of FTE funding from when Okanagan College started. If 60% of the programming is new the College will be line with AVED targets.

A significant detail not included in the list is the ITA training plan, this will come to the next Board meeting.

Motion: B. Cooke/J. Lister

“BE IT RESOLVED that the Board approve the new FTE recommendations contained in the report presented”.

P. Murray left the meeting at 11:55 a.m.

CARRIED

8. REPORTS

8.1 Board Chair Report (J. Shaw)

Events this past month included the Employee Recognition Dinner on November 14th; and the Learning Centre announcement on November 16th. Upcoming Events include December 14 & 17 LPN convocations in Kelowna and Penticton. The Winter Convocation ceremony will held in Kelowna on January 12th.

Letters of thank you have been received from the recipients of the Board of Governors Entrance awards .

J. Shaw thanked J. Hamilton, staff and the Board for their condolences on the recent loss of her father.

8.2 President’s Report (J. Hamilton)

A. Hay was asked to provide the numbers for how many women attended the Women in Trades session on October 30th.

8.3 Governance Committee (J. Lister)

8.3.1 Board Meeting Calendar –changes were made.

There was a concern from Education Council that if the Board did not meet every month, how would programs get approved. J. Shaw stated that urgent matters could be dealt with at the April and October Retreat session if needed. If in February, a special meeting or conference call could be scheduled.

If members have specific comments or direction, they were asked to email J. Lister or J. Shaw; this schedule will be approved in January

8.4 Finance and Audit Committee (B. Cooke)

The Committee meet on November 13, 2007, at which they discussed the finances (which are positive); tuition; and ABCP.

8.5 Education Council (A. Cossentine)

Nothing to add.

8. INFORMATION ITEMS

9. TOPICS FOR NEXT MEETING

10. OTHER BUSINESS

11. REPORT FROM IN CAMERA MEETING – November 27, 2007

The Board approved the following motions:

Motion: B. Cooke/N. Brighthouse Warren

“BE IT RESOLVED that the Okanagan College Board of Governors approve the revised Tuition Principles as presented”.

CARRIED

Motion: B. Cooke/M. Conlin

“BE IT RESOLVED THAT the Board of Governors set tuition fees annually, subject to government regulations; consultation with relevant constituencies; budgetary impacts; and the annualized rate of inflation, and with consideration of the tuition principles as approved”.

CARRIED

Motion: B. Cooke/J. Lister

“BE IT RESOLVED THAT the Board of Governors approve an inflationary increase to general tuition to be applied 2008/09 up to the maximum allowable by the Provincial Government as recommended by the Finance and Audit Committee”.

Tuition consultations will occur early in January. Information will go out shortly with regard to the schedule. Students checking the website during Christmas break for their marks will see the schedule.

TABLED

12. DATE OF NEXT MEETING

January 29, 2008, Kelowna Campus

13. ADJOURNMENT

The meeting adjourned at 12:20 p.m.