

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

**Tuesday, November 27, 2012, 12:45 p.m.
Room S103B, Kelowna Campus**

Approved January 22, 2013

Members Present: B. Cooke
 C. Denesiuk
 J. Hamilton (President)
 R. Gee
 L. Kayfish
 D. Manning (by teleconference)
 S, Nahal
 Y. Pinder
 L. Rozniak
 T. Styffe (Vice Chair)
 Z. Webster
 J. Wu

Regrets: L. Swite-Ghostkeeper
 L. Thurnheer
 A. Coyle

Board Secretary: L. Le Gallee

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

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

Guests: S. Bujwa (Student), T. Witowski (Student); C. Ulmer; H. Schneider, G.
 Dickinson, and R. Barrett (item 6.1)

There being a quorum present, the Chair called the meeting to order at 12:45 p.m.

1. APPROVAL OF AGENDA

Motion: C. Denesiuk/J. Wu

“BE IT RESOLVED THAT the November 27, 2012, OC Board open session meeting agenda is approved”.

Item 9 was dealt with immediately after item 7.

MOTION CARRIED

2. OATH OF NEW MEMBERS - Z. Webster, J. Wu

The students signed the Code of Conduct at their orientation session on November 9, 2012. The Oath was signed at the Open Session meeting and returned to the Board office for filing.

3. DECLARATION OF CONFLICT

No conflicts were declared.

4. CONSENT AGENDA

Motion: T. Styffe/S. Nahal

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

Items Approved

“BE IT RESOLVED THAT the September 25, 2012, Open Session minutes were approved.”

“BE IT RESOLVED that the following persons be appointed as Board Observers for a one year term from November 27, 2012 to November 26, 2013:

***Sharon Josephson, representing Okanagan College Faculty Association
Cam McRobb, representing the BCGEU Vocational Instructors
Nancy Ankerstein, representing the Administrators Association
Tina Witowski, Student, Shuswap Revelstoke;
Matthew Heuman, Student, South Okanagan- Similkameen;
Sukhvir Bajwa, Student, Central Okanagan”***

MOTIONS CARRIED

5. BUSINESS ARISING FROM THE MINUTES

6. PRESENTATIONS AND DELEGATIONS

6.1 Regional Dean Report (H. Schneider)

Highlights from the Regional Dean included:

- Head count of 5,000 students; student numbers are down in Trades a little;
- Trades Expansion renewal project building has begun; the architects will consult with the community and the students in the coming weeks;
- Green Team (student team and staff team) did a trash audit with the aim of improving our recycling efforts. There is also an initiative to keep Fascieux Creek clean and there has been a garage sale to encourage reuse/recycle. The Centre for Learning has earned LEEDS Gold certification;
- Demographics – the prediction for this area is that population will continue to increase. The community has indicated that health care programming will be a priority;
- Future initiatives – the Regional Dean’s office is working on a project with SD 23 (Early College Project) to encourage students who might be struggling in secondary school to attend college. They would receive their high school transcript as well as enter into College earlier than Grade 12. The aim is to increase high school transition rates.

Highlights from the RAC, Chair included:

- The Committee meets four times a year with a cross section of members;
- They are pleased with the designation for the Centre for Learning and look forward to completion of the Trades expansion.

Questions:

- With regard to parking, the ratio for student parking is 3.5/1. The College encourages car pooling and public transportation, as well there is overflow parking at the church on Gordon Drive.

H. Schneider, G. Dickinson, and R. Barrett left at 1:15 p.m.

7. NEW BUSINESS/RESOLUTIONS

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

7.1.1 Tuition Process

Motion: B. Cooke/J. Wu

“BE IT RESOLVED THAT the Okanagan College Board of Governors approve the tuition consultation process as recommended by the Finance, Audit and Risk Review Committee”.

The full budget proposal will be presented to the Board at a workshop in January and then consultation will occur with the college community (staff and students) in early February. The budget will then be reviewed by the Finance, Audit and Risk Review Committee in late February/early March, for presentation to the Board in March. As in previous years, the students will be given the opportunity to present to the Finance Committee.

MOTION CARRIED

7.1.2 Key Performance Indicators

These KPIs will become part of the KPIs that were approved in May 2012. These relate to the regular operations of the College as well as the investment portfolio.

Motion: B. Cooke/C. Denesiuk

“BE IT RESOLVED THAT the Okanagan College Board of Governors approve the Key Performance Indicators for financial sustainability as recommended by the Finance, Audit and Risk Review Committee”

MOTION CARRIED

7.2 Education Council

7.2.1 Program Approvals

Motion: R. Gee/T. Styffe

“BE IT RESOLVED THAT the Okanagan College Board of Governors approve the program revision, Medical Device Reprocessing Certificate, as recommended by Education Council and as presented here”.

MOTION CARRIED

Motion: R. Gee/J. Wu

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

MOTION CARRIED

Motion: R. Gee/L. Rozniak

“BE IT RESOLVED THAT the Okanagan College Board of Governors approve the program revision, Special Needs Worker Certificate, as recommended by Education Council and as presented here”.

These changes are a result of industry changes, and will bring the program up to current needs.

MOTION CARRIED

Motion: R. Gee/J. Wu

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

MOTION CARRIED

Motion: R. Gee/Z. Webster

“BE IT RESOLVED THAT the Okanagan College Board of Governors approve the program revision, Pharmacy Technician Certificate, as recommended by Education Council and as presented here”.

More revisions will come to the Board in January as a result of the secondary school math course change.

MOTION CARRIED

Motion: R. Gee/L. Rozniak

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

MOTION CARRIED

Motion: R. Gee/S. Nahal

“BE IT RESOLVED THAT the Okanagan College Board of Governors approve the program revision, Automotive Refinishing Certificate, as recommended by Education Council and as presented here”.

MOTION CARRIED

7.2.2 Program Schedules

Motion: R. Gee/B. Cooke

“BE IT RESOLVED THAT the Okanagan College Board of Governors approve the Academic Schedule 2013-2014 as recommended by Education Council and as presented here”

Where noted, if a Saturday classes is listed, this is correct. Some courses begin on Saturday.

MOTION CARRIED

Motion: R. Gee/S. Nahal

“BE IT RESOLVED THAT the Okanagan College Board of Governors approve the Practical Nursing Diploma Schedule, as recommended by Education Council and as presented here”.

MOTION CARRIED

Motion: R. Gee/S. Nahal

“BE IT RESOLVED THAT the Okanagan College Board of Governors approve the English As a Second Language Schedule, as recommended by Education Council and as presented here”.

MOTION CARRIED

Motion: R. Gee/D. Manning

“BE IT RESOLVED THAT the Okanagan College Board of Governors approve the Adult Special Education Schedule 2012-13 as recommended by Education Council and as presented here”.

MOTION CARRIED

7.3 Executive Committee (L. Kayfish)

7.3.1 Board Meeting Schedule 2013

Motion: L. Kayfish/C. Denesiuk

“BE IT RESOLVED THAT the Okanagan College Board of Governors approve Board Meeting Schedule for 2013 as presented here”

The meeting in April will occur in the South Okanagan, if a meeting is required.

MOTION CARRIED

9. INFORMATION

9.1 Stable Enrolment Report (A. Hay)

This report is a snapshot of programs that started in September. This is not always a good indication of Trades numbers as not all the programs begin in September. The headcount excludes Continuing Studies.

Headcount is a student registered in one or more courses; credits are the courses that students are registered in.

This report is produced again in the Spring from the January numbers. A chart will be added to show Distance Education numbers.

Even though the report shows some fluctuations, the College is predicting that the enrolment target will be over 100%.

A member asked if the next report could show a row in which totals are displayed.

8 VERBAL REPORTS

8.1 Board Chair Report (L. Kayfish)

October and November were active months with awards ceremonies. The Board has received thank you letters and cards from the students who received the Board scholarships.

The Chair recognized L. Rozniak for her 25 years of service which was acknowledged at the November 14th Employee Recognition Dinner.

The January convocation is scheduled for January 12th.

ACCC is scheduled for Penticton in June, 2013. If you would like to attend, please contact the Board office.

8.2 President's Report (J. Hamilton)

The President recently made a presentation to Kelowna City Council. This was an indication that more presentations of this nature need to be scheduled. There is a keen interest in the College from civic government. Board members were asked to let the President know if they are interesting in participating in these presentations.

A College Committee has begun planning the 50th Anniversary celebrations for 2013. If Board members have ideas for events or would like to serve on a Committee, they are to let the Board office know,

B. Cooke left at 2 p.m.

10. TOPICS FOR NEXT MEETING

11. OTHER BUSINESS

12. FOR THE GOOD OF THE INSTITUTION

The Minister of Education, Innovation and Technology recently toured the Centre of Excellence.

13. DATE OF NEXT MEETING January 22, 2012, Kelowna Campus

14. ADJOURNMENT

Motion to adjourn: T. Styffe/C. Denesiuk

MOTION CARRIED

The meeting adjourned at 2:05 p.m.