

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

**Tuesday, November 29, 2011, 9 a.m.
Room 141, Salmon Arm Campus, Salmon Arm**

Approved January 24, 2012

Members Present: B. Cooke
 J. Hamilton (President)
 R. Gee
 B. Hughes
 L. Kayfish (Chair)
 D. Manning
 M. Marino
 Y. Pinder
 R. Saunders
 T. Styffe

Regrets: M. Conlin
 S. Nahal
 L. Rozniak
 L. Swite -Ghostkeeper
 A. Coyle

Board Secretary: L. Le Gallee

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

Observers: T. Walters, OCFA

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

Guests: J. Barmby

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

1. APPROVAL OF AGENDA

Motion: T. Styffe/D. Manning

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

MOTION CARRIED

2. OATH OF NEW MEMBERS – M. Marino and R. Saunders took their oath and signed the Code of Conduct.

3. DECLARATION OF CONFLICT

No conflicts were declared.

4. CONSENT AGENDA

Motion: Y. Pinder/B. Hughes

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

Items Approved:

“BE IT RESOLVED THAT the October 25, 2011 Open Session minutes were approved.”

“BE IT RESOLVED that the be following persons be appointed as Board Observers for a one year term from November 29, 2011 to November 26, 2012:

***Tim Walters, representing Okanagan College Faculty Association
Cam McRobb, representing the BCGEU Vocational Instructors
Nancy Ankerstein, representing the Administrators Association
Chad Athay, Student, Shuswap Revelstoke;
Natasha Di Iuorio, Student, South Okanagan- Similkameen;
Jordan Haynes, Student, Central Okanagan”***

MOTION CARRIED

5. BUSINESS ARISING FROM THE MINUTES

6. PRESENTATIONS/DELEGATIONS

6.1 Regional Dean Report (J. Barmby)

Initiatives in the community were noted;

- Re-organization in Revelstoke is complete; morale is good; staff are doing well representing the community;
- The DCC is very active, and since some of the members serve on the RAC (Regional Advisory Committee), the RAC has not meet this year;
- The College is working with the School District
- The food service issue has been resolved at the Campus. The ESL students are partnering with a retired restaurant owner in town to establish a multi-cultural café on campus;
- Programs such as second year business are being offered digitally. Half the students are in Salmon Arm while the other half of the class is in Penticton.

Future goals include:

- There are proposals for museum exhibits in Revelstoke;
- The Regional Dean is exploring the opportunity for a partnership with TRU to bring the Adventure Tourism program to Revelstoke, however there are several challenges to overcome such as capital funding.
- TRU partnership would answer one of the goals for Revelstoke to have sustainable core programming,
- With regard to the DCC initiative, this is a 30-50 year plan; currently land has not been identified;

- Future programming could include equestrian and agricultural (small farm management) programs. These ideas will be explored in the development of the Tactical Education Support Plan;
- Continue to build the international (ESL) programming;
- The community would like to have a sustainable manufacturing base in the community so there is more employment in the area;
- The Campus has not reached capacity in the Trades programming.

7. NEW BUSINESS/RESOLUTIONS

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

7.1.1 Tuition Process

The process worked well last year so will be the same as last year. Management will meet with student representatives and the students will be invited to make a presentation at the next Finance Committee meeting.

7.2 Education Council (R. Gee)

7.2.1 Program Approvals

Education Council has been very busy with proposals, the next meeting is next week.

A member asked that the rationale in the proposals be moved to the beginning of the submission and for program revisions that the changes be highlighted

Practical Nursing Diploma

Motion: R. Gee/B. Cooke

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

These changes are being driven by the College of LPN of BC. These are national requirements and BC is the last province to adopt this.

This is a one year certificate program that is being replaced by a two year diploma. The curriculum has been developed by Vancouver Community College. Those students who are registered for January 2012 will begin the new program. Only three institutions in the province have a January intake (Okanagan College, Vancouver Community and North Island), nine others begin in September. Students currently receive a certificate but will receive a diploma under this extended program.

Those students who currently have a certificate will be eligible to write an exam and transition to the diploma.

MOTION CARRIED

Pastry Arts Certificate

Motion: R. Gee/Y. Pinder

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

Education Council does not approve or disprove programs based on cost, however, the costs were revised on the submission. Equipment and supplies were revised to \$21,250 for a total estimated cost of \$100,864.

MOTION CARRIED

Collision Repair Technician Certificate

Motion: R. Gee/Y. Pinder

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

MOTION CARRIED

Plumbing and Piping Trades Certificate

Motion: R. Gee/ T. Styffe

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

There are many trades that require the same knowledge working with pipes, so this program prepares the student for trades in plumbing, gasfitting, pipefitter or sprinkler system installer.

Proposed implementation dates on Education Council submissions are subject to budgetary approval and do not necessarily begin as stated.

MOTION CARRIED

Members asked if a future workshop could be developed with regard to how proposals are vetted through Education Council and Dean’s Forum.

Network and Telecommunications Engineering Technology Diploma

Motion: R. Gee/D. Manning

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

This program is going through considerable changes and has received a number of revisions over the last few months.

MOTION CARRIED

7.3 Governance Committee (Y. Pinder)

7.3.1 Board Meeting Schedule 2012

Motion: Y. Pinder/D. Manning

“BE IT RESOLVED THAT the Okanagan College Board of Governors approve Board Meeting Schedule for 2012 as revised”

There may be a Finance, Audit and Risk Review Committee in February, this is yet to be determined.

MOTION CARRIED

8 VERBAL REPORTS

8.1 Board Chair Report (L. Kayfish)

The Chair noted that the reception the evening before was well attended; it was nice to see that a number of students attended.

The Chair circulated a thank you card and letter from the student recipients of the Board Scholarship.

He thanked those Board members who attended the student awards receptions in November and well as those who attended the Employee Recognition dinner.

8.2 President's Report (J. Hamilton)

The College has received information that six teams have made it into the final round of the International Collegiate Business Competition. M. Marino will be one of 11 students representing the College at Queens University in January. They will compete in the areas of accounting, business policy, debate and ethics. M. Marino is on the policy team.

He also noted that the College has received two awards for the Centre of Excellence recognizing the institution for leadership and energy conservation. These awards were displayed at the meeting.

8.3 Governance Committee (Y. Pinder)

8.3.1 Update on Board Goals

The Governance Committee met on November 22nd and looked at revising the Bylaws. The Committee has been working on developing Board Goals for 2012. The Goals will come forward in January. The Committee discussed implementing an initiative to begin conducting paperless Board meetings. More information on this initiative will be brought to the January meeting.

If members have ideas for the April retreat they are to let Y. Pinder know. The Committee will be discussing how to be more strategic with regard to what does the Board want to know more about.

9. INFORMATION ITEMS

9.1 Stable Enrolment Report (A. Hay)

This is a snap shot of numbers that reflect the stable enrolment data that is compiled in September. This document details course credit and headcount. Headcount is how many students are registered in a given program. Distance Education credits are not detailed as this is a small number and would not change the figures significantly.

Headcount is up by 4%; and credits have increased by 1.4%. There has been a drop in ESL numbers and a drop in Foundational programming in Penticton. This information indicates trends and is used in the unit planning process.

For figures 15 and 16 "Foundational" should be noted as "Foundational Programming".

Administration is watching the declining numbers in Trades, decline was expected but the numbers are declining faster than anticipated. The College is working on increasing the numbers in ESL this year and next. They are also watching numbers in Business, Arts and Science. Numbers are increasing in these areas and they do not like turning students away. As well, it is important to maintain a balance between international and domestic students.

10. TOPICS FOR NEXT MEETING

11. OTHER BUSINESS

12. FOR THE GOOD OF THE INSTITUTION

21.1 Amendments to the College and Institute Act

On November 5th Minister Yamamoto introduced *Bill 18 Advanced Education Statutes Amendment Act, 2011* into the House for First Reading.

Sections 16 through 20 in the bill which amends the *College and Institute Act* state:

- Board members must act in the best interests of the institution
- The chair of the board must be elected from the members appointed by government
- A Board member may be removed by Cabinet following a 2/3 resolution from the Board
- An employee cannot be a Board member if they are an executive voting member of an employee association.

The Chair will request a briefing note on the changes to the Act and circulate it to the Board.

T. Walters noted that this is a serious issue for OCFA; BC is the only province with legislation of this kind. He noted that the OCFA has met with the Minister as there is much opposition to this change. He has meetings scheduled with the MLAs to raise OCFA concerns, MLAs may be contacting the Board members to discuss this.

13. DATE OF NEXT MEETING

January 24, 2012, 2012 Kelowna Campus

14. ADJOURNMENT

The meeting adjourned at 11:05 a.m.