Approved November 27, 2018

Board of Governors
Open Session Meeting Minutes

Tuesday, September 25, 2018
Okanagan College Kelowna Campus

BOARD MEMBERS PRESENT:
- Chris Derickson (Chair)
- Jim Hamilton
- Bob McGowan
- Chris Newitt
- Devin Rubadeau
- Juliette Cunningham
- Dave Porteous
- Blake Edwards
- Tina Lee

REGRETS:
- Gloria Morgan, (Vice Chair)
- Charity Gerbrandt
- Shelley Cook

OTHER STAFF:
- Andrew Hay, Vice President, Education
- Curtis Morcom, Vice President, Employee & Corporate Services
- Charlotte Kushner, Vice President, Students
- Allan Coyle, Director, Public Affairs
- Margaret Johnson, Board Secretary

OBSERVERS:
- Sharon Mansiere, OCFA Chair

	ACTION
Quorum was established and the meeting was called to order at 9:00am The Chair acknowledged that we are meeting on the unceded territory of the Syilx (Okanagan) people.	
1. APPROVAL OF AGENDA Motion: ***"BE IT RESOLVED THAT the September 25, 2018, Okanagan College Board Open Session meeting agenda is approved."***	B. McGowan C. Newitt ***CARRIED***
2. **INTRODUCTION OF NEW MEMBERS** The Chair asked each member to introduce themselves.	
3. OATH OF NEW MEMBERS The new members read aloud the Oath of Office and signed the document. The meeting adjourned at 9:15am. The meeting reconvened at 10:35am.	

	ACTION
4. SIGNING OF CODE OF CONDUCT AND ACKNOWLEDGEMENT OF THE CHARTER OF EXPECTATIONS *(required annually of all Board Members)* This item was moved to follow item 9.3.	
5. DECLARATION OF CONFLICT No conflicts declared.	
6. CONSENT AGENDA Motion: ***"BE IT RESOLVED THAT the Consent Agenda be approved as presented."***	J. Cunningham C. Newitt ***CARRIED***
7. BUSINESS ARISING FROM THE MINUTES None	
8. PRESENTATIONS/DELEGATIONS 8.1 **Okanagan College Foundation Annual Report** – K. Butler & S. Simpson Foundation Board President, Sharron Simpson, summarized her report to the Foundation Board from June, 2018. She noted that Foundation Executive Director, Kathy Butler recently submitted her retirement notice. Sharron informed the Board that she will sit as Interim Chair for the Health Sciences Campaign committee. Foundation Executive Director, Kathy Butler, summarized the Foundation Annual Report.	
9. NEW BUSINESS/RESOLUTIONS 9.1 **Finance, Audit & Risk Review Committee** 9.1.1 Chair Report - B. McGowan The Finance Committee met on September 11th, at which time the Statement of Financial Information (SOFI) report was reviewed. It was noted that all employee expenses, even when reimbursed by an external organization, are included in the report. The final report will be submitted to the Provincial Government and published at the end of September. The First Quarter Financial Statements were also reviewed by the committee prior to approving the Second Quarter Financial Forecast. 9.2 **Campus Planning Committee** 9.2.1 **Chair Report** – R. McGowan The Vice President, Employee and Corporate Services, Curtis Morcom, summarized the 5 Year Capital Plan, highlighting the following: 1. Student Housing: • 60 bed development proposed for the Salmon Arm campus • 100 bed development proposed for the Vernon campus • 400 bed development proposed for the Kelowna campus 2. Wellness Centre 3. New building for Culinary Arts, Wine and Tourism Motion: ***"BE IT RESOLVED THAT the Okanagan College Board of Governors approve the Five-Year Capital Plan 2019/20 to 2023/24 as recommended by the Campus Planning Committee and as presented."***	D. Porteous B. Edwards ***CARRIED***

	ACTION
9.3 **Board Bylaws –** B. McGowan Motion: ***"BE IT RESOLVED THAT the Okanagan College Board of Governors approve the revised Okanagan College Bylaws as recommended by the Governance Committee and as presented."***	B. Edwards C. Newitt ***CARRIED***
9.4 **Education Council** – C. Newitt 9.4.1 **Memorandum of Understanding** Motion: ***"BE IT RESOLVED THAT the Okanagan College Board of Governors approves the Agreement by and between Okanagan College and Ecole Superieure D'Agriculture as recommended by Education Council and as presented."***	B. Edwards B. McGowan ***CARRIED***
9.4.2 **Program Revisions** Motion: ***"BE IT RESOLVED THAT the Okanagan College Board of Governors approves the revision of the Trades Technology Teacher Education Diploma as recommended by Education Council and as presented."***	B. Edwards J. Cunningham ***CARRIED***
9.5 **2019 Board Meeting Schedule** Motion: ***"BE IT RESOLVED THAT the Okanagan College Board of Governors approve the Board Meeting Schedule for 2019 as presented."***	B. Edwards J. Cunningham ***CARRIED***

10. SIGNING OF CODE OF CONDUCT AND ACKNOWLEDGEMENT OF THE CHARTER OF EXPECTATIONS *(required annually of all Board Members)*

All Board members are required to sign the code of conduct annually. Copies of the form were distributed, signed and collected at the end of the meeting.

11. VERBAL REPORTS

11.1 **Preliminary Enrolment update** – A. Hay

The FTE Stable Enrolment report will be presented at the November 27th meeting. The VP, Education informed the Board that the growth in programs offered have been in response to student demands, creating a positive trend. Currently, we are meeting or exceeding our targets. A September snapshot shows enrolments are up approximately 12% overall, with International up 60%. Transition rates have also increased significantly over the past few years.

11.2 **Board Chair Report – C. Derickson**

The Board Chair recently attended at the Public Sector Governance Workshop in Vancouver, and noted that the sessions were very informative and beneficial.

11.3 **President's Report – J. Hamilton**

The President summarized his monthly report highlighting the Youth Exhibition PowWow and the unveiling of the artwork in the Centre for Learning atrium.

12. INFORMATION

13. TOPICS FOR NEXT MEETING

The group photo has been scheduled for the morning of October 30, 2018

		ACTION
14.	**OTHER BUSINESS** No other business.	
15.	**FOR THE GOOD OF THE BOARD**	
16.	**ADJOURNMENT** The meeting adjourned a 11:33 a.m.	B. Edwards ***CARRIED***

Important Dates:

Board Fall Professional Development Sessions: Monday, October 29 and Tuesday, October 30 (Kelowna Campus)

Next regular Board meeting: November 27, 2018 (Revelstoke Campus)