

Glen	Campbell	Appointed member – on line
Rod	Giles	Appointed member
Darryl	Hyde	Appointed member
Steen	Jorgensen	Appointed member
Randal	Macnair	Appointed member – on line
Jesse	Nicholas	Appointed member
Cindy	Pearson	Appointed member – on line
Wilda	Schab	Appointed member – on line
Krys	Sikora	Appointed member – on line
Cindy	Yates	Appointed member
Leslie	Molnar	Chair – EdCo
Colhane	Martyniuk	Elected CUPE
Jan	White	Elected Faculty
Seamus	Damstrom	Elected Student
David	Walls	President & CEO
Heather	Hepworth	Acting Vice President, Academic & Applied Research
Dianne	Teslak	Vice President, Finance
Drew	Miller	Executive Director, Human Resources
Pat	Bowron	Vice President, International and Regional Development
Erin	Gawne	Executive Director, Communications and Marketing
Susan	Woods	Executive Assistant to the Board

* Highlighted indicates NOT in attendance

6.1 Welcome and Call to Order

a. Welcome members to the Board

The public session of the Board was brought to order at 1:10 pm by Chair, Jesse Nicholas. Jesse welcomed members of the Board and public to the session. Jesse shared regrets from Drew, Erin and Pat and extended condolences to Jim Abbott on the passing of his son. Randal introduced himself and gave a short biography.

6.2 Order of Business

a. Additions and approval of the agenda

There were no additions to the agenda

MOTION to approve to agenda as presented

MOVED Steen, Darryl, carried

b. Oath of Office – Randal Macnair

Dianne directed Randal to read the Oath of Office with subsequent signing and requested that he send it into the President's office.

6.3 Consent Agenda

The items included on the consent agenda included:

- a. Confirmation of Minutes: November 10, 2017
- b. President's Council Minutes: November 23, 2017 and December 7, 2017
- c. Media Releases
- d. Board Budget Update

MOTION to approve the consent agenda items as presented

MOVED by Kryz, seconded by Steen, carried

6.4 Finance:

a. Status Report

Darryl reviewed the Status Report and brought forward a recommendation from the Finance Committee for Board approval.

MOTION to approve the Status Report to December 31, 2017 as presented

MOVED by Cindy, seconded by Jan, carried

b. Q3 Report

Darryl reviewed the Q3 report noting that there were no significant changes from the Q2 report. The report was due to the Ministry at the end of December and was reviewed and signed off by Darryl at that time.

MOTION to approve the Q3 Report as presented

MOVED by Rod, seconded by Jan, carried

6.5 Monitoring Report:

Winter semester report was presented under agenda item 6.7 d.

6.6 Unfinished General Business:

There was no unfinished business

6.7 Business Arising and/or New Business:

a. 2018 – 2019 Operating Budget Approval

Dianne reviewed the 2018 – 2019 Operating Budget with members, a detailed presentation of which was given at the Finance and Audit Committee meeting. The budget assumes continued flat funding from government, a 2% tuition limit mandate on domestic student tuition fees, and increased revenue from international operations. The budget also includes \$90,575 in business as usual requests, a 1% contingency reserve of \$350,000 and \$350,000 for strategic initiatives. This brings us to a balanced budget, as required by Government, for 2018 – 2019 with a projected surplus of \$86,036.

Darryl brought forward a recommendation from the committee for approval of the 2018 – 2019 Operating Budget.

**MOTION to approve the 2018 – 2019 Operating Budget as presented
MOVED by Cindy Y, seconded by Steen, carried**

b. 2018 – 2019 Tuition Fees

The 2015-16 – 2017-18 BC Tuition Fees and Mandatory Fees report is produced by the Ministry of Education annually to monitor and ensure that Colleges are following their annually set mandate. Dianne reviewed the report which shows us to be comparable to other similar sized colleges and outlined the implications of the 2% Tuition and Mandatory Fee increase to students should we implement it.

Darryl brought forward a recommendation from the Finance and Audit committee for approval.

**MOTION to approve an increase to tuition and mandatory fees for the 2018/19 academic year in line with government's Tuition Limit Mandate rate of 2%.
MOVED by Cindy P, seconded by Cindy Y, carried**

c. 2018 – 2019 International Student Fees

David reviewed the approved 2018 – 2019 International Student Fee Schedule with Board members. Increases range from 2.8% – 8% dependent on program type and course loading and are reviewed annually. The billing table is provided to the Board for information.

c. Attendee Selection – CICan Conference

The CICan conference is being held April 29 through May 1, 2018 in Victoria. The Board supports the attendance of two members at the conference. Final selection of members will need to occur at the March meeting of the Board. If anyone is interested in attending they are asked to let Jesse know.

d. Winter Semester Student FTE Report

David reviewed the Winter Semester Student FTE Report with members. As of stable enrolment date, January 22, 2018 the College had a student headcount of 1,700, which is an increase of 159 or 10.3% from same time last year. Fall semester year to year shows an increase in student headcount of 233 or 14.6%. International students have contributed to this increase with a growth of 132 students while domestic students increased by 27. These numbers do not include continuing education or contract training.

e. 2018 – 2019 College Calendar

Each year the Registrar's Office develops a College Calendar which is reviewed by Education Council. It is the responsibility for Education Council to advise the Board of Governors on the College Calendar (academic schedule) according to the College and Institute Act 23 (1) (h). Education Council reviewed the 2018-19 College Calendar and recommended it for Board approval on December 12, 2017.

**MOTION to approve the 2018 – 2019 College Calendar as presented
MOVED by Colhane, seconded by Rod, carried**

f. Policy Approval – 2.1.6 Progression and Re-Admission

The 2.1.6 Progressions and Re-admission – Bachelor of Science in Nursing policy was due for review and update. On December 12, 2017, the revised policy was reviewed by Education Council and a motion was made to recommend this policy go to the Board of Governors for approval according to the College and

Institute Act 19 (1) (f) and 23 (1) (m). Changes to the policy were needed to bring it in line with other policies and provide more clarity. The policy was reviewed by the Executive and Governance committee and is recommended for Board approval.

MOTION to approve the 2.1.6 Progression and Re-Admission Bachelor of Science in Nursing policy as presented and recommended by the Executive and Governance.

Moved by Wilda, seconded by Cindy Y, carried

g. Policy Approval – 2.4.1 Credential Framework

The 2.4.1 Credential Framework policy has been updated to include a new Developmental credential called Certificate of Achievement. This credential was developed to recognize the completion on the Education and Skills Training for Employment program. This program provides a post-secondary experience for adult learners with cognitive disabilities. In addition wording on a couple of definitions was updated and information under the third bullet under A.3 was updated for clarity purposes.

On December 12, 2017, Education Council made a motion to recommend the policy go to the Board for approval according to College and Institute Act Sections 19 (1)(g) and 23 (1)(n).

MOTION to approve the 2.4.1 Credential Framework policy as presented and recommended by the Executive and Governance committee.

MOVED by Rod, seconded by Steen, carried

6.8 Correspondence:

There was no correspondence to share

6.9 Officer Reports:

a. Board Chair's Report

In his role as Chair Jesse has engaged in conversation with the Ministry regarding the appointment of Randal Macnair and reappointment of Rod Giles. He also conducted orientations for new Board members, presented at the Chamber lunch with David and will be attending the Board Chair meeting in Victoria later this month.

b. President's Council Report

Council members provided a detailed report of activities in their respective divisions. Highlights included completion of the 2018 – 2019 Operating Budget, 2018 – 2019 Integrated Plan, a Town Hall event for staff, activities related to student housing, student enrolment planning, international recruitment, year-end funding asks, and the application for ATBO for a CICAN program award.

c. EdCo Report

Leslie acknowledged the hard work done by EdCo and its members and reviewed her written report. EdCo is currently looking at standing committee structure and reviewing the ToR for the Curriculum and Articulation committee and will continue with the same process with the other committees. They have made some changes to the EdCo bylaw to ensure it is in line with the College and Institutes Act.

Leslie was asked about and explained the 2018 – 2019 Scholarly Teaching Fellows award and funding that she recently won for the gamification of Calculus 1 and 2. Congratulations were conveyed by members.

6.10 Agenda Items for Next Meeting:

1. Final selection of CIGan Conference participants

6.11 Information and Good of the Institution:

Joan congratulated Rod on his re-appointment and Randal on his appointment to the Board. Congratulations were extended to Leslie on receiving the Teaching Fellows award. Joan shared the accomplishments of the BSN students for the health and wellness fair and the MAST students for the completion of their tree well victim extraction project. Jody Pickering and Sandi Lavery have just completed their Circus Arts Certificates.

Seamus shared activities being undertaken by the Student Association including the organization of a Pride Club to help bridge barriers to dialogue between students, identity awareness and to organize future events. College student and staff recently participated in a Spin for Mental Health awareness and the women's volleyball team has secured a spot at provincial.

6.12 Questions from the Public regarding any Agenda item:

There were no questions from the public

6.13 Adjournment

MOTION to adjourn

MOVED by Steen

Distribution to Members:

Jesse Nicholas, Wilda Schab, Glen Campbell, Rod Giles, Darryl Hyde, Steen Jorgensen, Cindy Pearson, Krys Sikora, Cindy Yates, Randal Macnair, Leslie Molnar, Jan White, Colhane Martyniuk

College:

David Walls, Heather Hepworth, Dianne Teslak, Pat Bowron, Drew Miller, Erin Gawne