

Rod	Giles	Appointed member
Darryl	Hyde	Appointed member
Steen	Jorgensen	Appointed member
Randal	Macnair	Appointed member
Jesse	Nicholas	Appointed member
Cindy	Pearson	Appointed member
Wilda	Schab	Appointed member
Krys	Sikora	Appointed member
Cindy	Yates	Appointed member
Sharon	Demaine	Chair – EdCo
Colhane	Martyniuk	Elected CUPE
Jan	White	Elected Faculty
Bradley	Schmidt	Elected – Student Representative
Brenda	Cortés Vargas	Elected – Student Representative
David	Walls	President & CEO
Heather	Hepworth	Interim Vice President, Academic & Applied Research
Dianne	Teslak	Vice President, Finance and Corporate Services
Pat	Bowron	Vice President, International and Regional Development
Drew	Miller	Executive Director, Human Resources and Payroll
Erin	Gawne	Executive Director, Communications and Marketing
Susan	Woods	Executive Assistant to the Board

* Highlighted indicates NOT in attendance

4.1 Welcome and Call to Order

a. Welcome members to the Board

The Public session of the Board was brought to order at 1:03 p.m. by Chair, Jesse Nicholas. Jesse welcomed members of the Board and public to the session. Jesse introduced new members, Sharon Demaine, Bradley Schmidt and Brenda Cortés to the Board and asked them to introduce themselves with a short bio. Jesse shared regrets from Wilda and Rod.

4.2 Order of Business

a. Additions and approval of the agenda

The following item was removed from the agenda:

- 4.6 e Timber Framing Intake Suspension – to be moved to the Private session

MOTION to approve the agenda as amended

MOVED by Cindy P, seconded by Bradley, carried

b. Oath of Office – Student Representatives and EdCo Chair

Dianne administered the Oath of Office to student representatives Bradley Schmidt and Brenda Cortés Vargas along with incoming EdCo President, Sharon Demaine.

4.3 Consent Agenda

Items included in the consent agenda are:

- a. Confirmation of Minutes: September 20, 2018
- b. Media Releases
- c. Board Budget Update
- d. Cheque Register
- e. Status Report

MOTION to approve the items on the consent agenda as presented

MOVED by Steen, seconded by Cindy Y, carried

4.4 Monitoring Report:

- a. Stable Enrolment Report

David reviewed the Stable Enrolment Report, which shows both course enrolment and unique head count data. We are reporting slight decreases in domestic with an offsetting increase to international student numbers attending the College this fall as compared to last year. Due to the complexity of our FTE reporting protocols, program mix and program timing, mid-year reporting is not exact but is one tool used to measure our progress towards our goals.

4.5 Unfinished General Business:

- a. 2019 – 2020 Tuition Fees

At the September meeting a recommendation was brought forward from the Finance and Audit Committee to increase domestic tuition fees for the 2019 – 2020 academic tuition fees by 2%. The motion for approval was deferred to this meeting to ensure that we had elected student representatives in place so that we could have a student perspective on the issue. Dianne reviewed the briefing note rationale and provided members with the BC Tuition Fees and Mandatory Fees report for 2016-2017 to 2018-2019 for information.

MOTION to approve a 2% increase for Domestic Tuition Fees for the 2019 – 2020 Academic Year as presented

MOVED by Cindy Y, seconded by Kryz, carried

4.6 Business Arising and/or New Business:

- a. Program Cancellation – Global Studies (GLST)

In accordance with the College and Institute Act and College policy 6.1.5 Program Cancellation and Suspension, Jesse brought forward a recommendation from the Executive and Governance Committee for the cancellation of the Global Studies Program. The program has seen consistently low enrolment, lacks transfer credit and presents operational challenges. We now have other international opportunities for students such as study abroad and future development plans for an international exchange semester that will provide students with transferable credits making this program redundant. Cancellation will have no student or faculty impact.

A recommendation for approval was brought forward from the Executive and Governance Committee.

**MOTION to approve cancellation of the Global Studies Program as presented
MOVED by Bradley, seconded by Jan, carried**

b. Policy 9.1.1 Continuing Education and Contract Training

In accordance with the College and Institute Act and College policy *1.1.4 Policy Development and Administration* Jesse brought forward a recommendation from the Executive and Governance Committee for the approval of policy *9.1.1 Continuing Education and Contract Training*.

**MOTION to approve policy 9.1.1 Continuing Education and Contract Training as presented
MOVED by Steen, seconded by Cindy Y, carried**

c. AGB Workshop Debrief

David and Jesse recently attended the AGB Workshop in Victoria. Day one was geared towards new Board members while day two focused on building knowledge for experienced members. Jesse feels that it was very worthwhile and encourages members to attend future events. Topics discussed included engaging indigenous communities, lack of funding, types of Boards, how the Board adds value to the institute, leveraging connections, and internationalization. Speakers from the Ministry and Crown Agencies Board Resourcing attended along with many BC College Presidents.

d. Post-Secondary Foundation Board Governance Workshop Debrief

Krys, Wilda, David and Pat recently attended the Post-Secondary Foundation Board Governance Workshop in Victoria. There was good representation from both large and small colleges. Lots of examples were presented on how the Board can be involved along with different models including forming a foundation and/or handling the raising of funds in house.

e. Timber Framing Intake Suspension

This item to be moved the Private Session

4.7 Correspondence:

There was no correspondence

4.8 Officer Reports:

a. Board Chair's Report

In his role as Chair Jesse has taken part in meetings with both the Executive and Governance Committee and the Human Resources Committee as well as attending the AGB Workshop.

b. President's Report

David attended the AGB Workshop with Jesse, as well as the Post-Secondary Foundation Board Governance Workshop. While in Victoria he took the opportunity to meet with Executive Director, Dean Goodman and Director, Melanie Nielsen from the Ministry, Advanced Education Skills Training, to discuss some of the College's top priorities and challenges that we are facing.

David asked Drew to give an update on the development of the Cannabis policy and the interim measures in place. Drew shared details with Board members and answered any questions.

c. EdCo Report

Sharon reviewed the written EdCo report as supplied to members. Highlights from the report included discussions on the use of electronic voting, the new process now in place to separate minor and major course outline changes and the development of draft work plans for how and when information is communicated to the Board.

4.9 Agenda Items for Next Meeting:

Our next meeting of the Board is on February 14, 2019. Anyone having items they would like to see included in the next agenda should forward them to Jesse.

4.10 Information and Good of the Institution:

Jesse clarified the intent of this agenda item noting that it is for members of the Board and President's Council to share information about activities in their communities and the college that are of interest to the Board. A reminder that members of the public, when wishing to make presentations to the Board, are required to follow the process in place as part of the Board Charter, which indicates the following:

"At the discretion of the Chair, the Board may hear submissions from members of the College community and the public at large in the public session. Notice of any such submission must be made through the Executive Assistant to the Board at least 5 business days before the meeting."

4.11 Questions from the Public regarding any Agenda item:

There were no questions from the public

4.12 Adjournment

MOTION to adjourn

MOVED by Steen

Distribution to Members:

Jesse Nicholas, Wilda Schab, Rod Giles, Darryl Hyde, Steen Jorgensen, Cindy Pearson, Krys Sikora, Cindy Yates, Randal Macnair, Leslie Molnar, Jan White, Colhane Martyniuk, Sharon Demaine, Bradley Schmidt, Brenda Cortés Vargas

College:

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