

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
Susan	Woods	Executive Assistant to the Board

* Highlighted indicates NOT in attendance

5.1 Welcome and Call to Order

a. Welcome members to the Board

The Public Session of the Board was brought to order at 1:03 pm by Chair, Jesse Nicholas. Jesse welcomed members of the Board and public to the session. Members of the public included Sandi Lavery, Colleen Kendal Fedun, Sandi Lavery, Ben Heyde, Jackie Hill, Jason Colombo, and Jody Pickering. Jesse shared regrets from Rod Giles and Steen Jorgensen whom were unable to attend.

5.2 Order of Business

a. Additions and approval of the agenda

MOTION to approve the agenda as presented

MOVED by Jan, seconded by Colhane, approved

5.3 Consent Agenda

The following items were included in the consent agenda:

- a. Confirmation of Minutes: November 1, 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 Cindy Y, seconded by Bradley, carried

5.4 Monitoring Report:

a. Winter Semester Student Headcount – Stable Enrolment

Heather reviewed the student headcount data (at stable enrolment date) for the 2019 winter semester. The data shows a 2% overall increase in student headcount over last year which was spread out over multiple program areas. The intention for this year was to build resources and supports rather than to grow our student population.

5.5 Unfinished General Business:

No unfinished business

5.6 Business Arising and/or New Business:

a. 2019 – 2020 College Calendar of Dates

Each year the Registrar's Office develops a College Calendar in consultation with various stakeholder groups within the College. The Calendar is then reviewed by Education Council who bring it forward to the Board with a recommendation for approval. There are no significant changes to this year's calendar except for the alignment of the spring reading break to coincide with BC Family Day.

MOTION to approve the 2019 – 2020 College Calendar of Dates as presented

MOVED by Randal, seconded by Kryz, carried

b. 2019 – 2020 International Student Fees

International student fees are reviewed annually and are established using a number of criteria including comparison to domestic fees and market/competition factors. Pat reviewed the International Tuition Fee Schedule with members. The new schedule includes increases of between 2.6% - 8.3% dependent on program type and course loading (average of 3% across program areas) for the 2019 – 2020 academic year.

As part of this year's fee review, a four-year plan was developed to phase out the discount offered to international students who register in four or more courses. This was based on the belief that a discounted fees model is not an appropriate approach to managing international student enrollment, nor does it set today's international students up for success, as the majority want to work as well as attend school. International Student Tuition fees do not fall under the Ministries Tuition Limit Mandate. These changes are approved by President's Council and brought to the Board for information.

MOTION to receive the 2019 – 2020 International Student Fee schedule

MOVED by Cindy Y, seconded by Bradley, carried

c. Labour Adjustment Advanced Notice – Timberframe

David updated members on the progress of the Labour Adjustment Advanced Notice in regards to the Timber Frame program intake suspension which will result with the layoff of the program instructor. The consultation process with CORFA has been completed and the layoff notice has been given.

d. Campus Master Planning – Phase 2 Existing Space Review

The Campus Master Plan was approved by the Board in October 2017. The first phase of the plan identified where new buildings, roads, walkways etc. would be added over the coming years on our Cranbrook campus. We are now into the second phase of the plan which will inform us how we can use our existing spaces more efficiently to support functionality and growth identified in our current Integrated Plan. Dianne reviewed what President's Council has identified as the top seven priorities that we will be moving forward with. The most significant work will be the renovations at the Gold Creek Campus administrative building and electrical building to facilitate the move of the Continuing Education/Contract training and First Aid programs to the space.

5.7 Correspondence:

There was no correspondence

5.8 Officer Reports:

a. Board Chair's Report

In his role as Chair, Jesse has taken part in HR committee meetings in January where they are working on succession planning for the President's position.

b. President's Report

David shared highlights from the Throne Speech which included removal of interest on student loans, developing equity in education and in the workforce and further supports for our indigenous learners. The Ministry generally announces year-end funding at this time of year for which David has put forth a number of initiatives. One of the government focuses is on high tech and David is hopeful that we may some funding in this area this year. Funding for indigenous supports have traditionally been one time funding which is not sustainable so will be advocating for a three year model.

c. EdCo Report

Sharon gave highlights from her written report including the review of the "minor and major changes" definitions, changes to EdCo membership, scholarships and awards, and changes to the EdCo bylaws and discussion on the need (or not) of policies that are specific to the needs of our international students.

5.9 Agenda Items for Next Meeting:

At the Board's request, Pat will give a presentation on International Projects and the College's direction on Internationalization at the May meeting.

5.10 Information and Good of the Institution:

(Board and President's Council Members only)

Dianne shared that the College is Hosting the PACWEST Volleyball Championship this coming weekend with both our ladies and men's team playing Friday night at 6:00 p.m. and 8:00 p.m. respectively and encouraged member to attend.

5.11 Questions from the Public regarding any Agenda item:

Jesse opened the floor for questions from the public regarding today's agenda items.

Sandi Lavery had some questions regarding the 2018 – 2019 Operating budget status report. Dianne clarified where some specific items appeared (ancillary services, teaching services, international education) and invited Sandi to book a meeting with her for further clarification/detail.

Ben Heyde inquired if there was any connection between the Timber Frame intake suspension and the decision to renovate and move the Continuing Education/Contract Training to the Gold Creek campus. He was assured that they were two separate decisions and that the renovations at Gold Creek were to the Admin and Electrical buildings and have no impact on the Timber Frame building or the decision to suspend one intake.

Jodi Pickering brought forward concerns of some international students in the KNES program not being able to obtain industry certifications due to an anomaly in the way courses are billed. This concern was referred to the VP Academic and VP Partnership and Advancement for follow up outside of the meeting.

5.12 Adjournment

MOTION to adjourn 2:20 p.m.

MOVED by Krys

Distribution to Members:

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

College:

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