

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
Laurie	Calverley	Executive Director, Human Resources and Payroll
Heather	Hepworth	Interim Vice President, Academic & Applied Research
Dianne	Teslak	Vice President, Finance and Corporate Services
Pat	Bowron	Vice President, Partnership and Advancement
Susan	Woods	Executive Assistant to the Board

* Highlighted indicates NOT in attendance

2.1 Welcome and Call to Order

- a. Welcome to Board Members and members of the Public

The public session of the Board was brought to order at 10:02 a.m. by Chair, Jesse Nicholas. Jesse welcomed members of the Board to the meeting. Jesse shared regrets from Rod Giles, Krys Sikora, Jan White and Bradley Schmidt who were unable to attend.

2.2 Order of Business

- a. Additions and approval of the agenda

The following item was added to the agenda:

2.9 Board Retreat Timing

MOTION to approve the agenda as amended

MOVED by Colhane, seconded by Steen, carried

2.3 Consent Agenda

The items included in the Consent Agenda were:

- Confirmation of Minutes: May 16, 2019
- Media Releases
- Board Budget Update

MOTION to approve the items on the consent agenda as presented with a minor change to the May 16th minutes

MOVED by Brenda, seconded by Colhane, carried

2.4 Monitoring Report:

a. 2018 - 2019 Integrated Plan – Progress Update

The 2018 – 2019 Integrated Plan document outlines the 20 objectives that were identified and selected as the top priorities to move the College towards its goals as laid out in the Strategic Plan. David reviewed the progress of each of the objectives with members and responded to questions.

MOTION to receive the 2018 – 2019 Integrated Plan Progress Update as presented

MOVED by Wilda, seconded by Randal, carried

b. 2019 - 2020 Integrated Plan – Final Document

The 2019 – 2020 Integrated Plan outlines the 13 objectives that have been identified for the coming year to support progress towards fulfilling the intentions in the Strategic Plan. This represents a \$450,000 investment in the College as well as CBT funding over the next three years of \$3 million. David reviewed each of the objectives and responded to questions.

The final document has been shared with CORFA and CUPE Executive, as well as to all employees through town hall presentations and email.

MOTION to approve the final 2019 – 2020 Integrated Plan document as presented

MOVED by Cindy Y, seconded by Colhane, carried

c. Performance Measure – Objective 1.1 Recruit and Retain More Students

This Performance Measure was developed and approved by the Board in September of 2015 and measures our performance against the objective of recruiting and retaining more students. In June of each year our progress is reported to the Board. David reviewed this year's outcomes which shows an overall growth in student FTE's of .64%. This is made up of a 9.34% increase in international numbers and a slight .86% decrease in domestic numbers which is consistent with what we are seeing across the province.

While our domestic student numbers have not declined, we have been unable to reach the three year target approved by the Board. This performance gap will be analyzed in the next academic year. We have reached our three year target for International student numbers and will continue to maintain this number while focusing on ensuring there is cultural diversity across our student body.

MOTION to receive the Performance Measure Update – Objective 1.1 Recruit and Retain More Students

MOVED by Steen, seconded by Wilda, carried

d. Performance Measure – Objective 2.2 Increase Revenue from Diversified Sources

This Performance Measure was developed and approved by the Board in September of 2015 and measures our performance against the objective of increasing revenue from diversified sources and thereby reducing our reliance on Ministry funding. The target is to increase the percentage of gross revenue that is non-block funded by 5% over a five year period. In 2014/2015 our block grant funding made up 51% of our overall funding which has steadily decreased and now in 2018-2019 (in year 4) sits at 47% leaving us just 1% shy of our target.

MOTION to receive the Performance Measure Update for Objective 2.2 Increase Revenue from Diversified Sources.

MOVED by Cindy Y, seconded by Colhane, carried

2.5 Unfinished General Business:

There was no unfinished general business

2.6 Business Arising and/or New Business:

a. 2019 Year End Funding

Dianne reviewed the year end funding list at the Finance and Audit committee meeting and gave a summary to the Board. The 2019 Year End/One Time funding received by the College from the Ministry of Advanced Education Skilled Trades totaled just over \$3.4 million \$2.6 of which is allocated to the replacement of the electrical transformers at the Cranbrook campus. Funding in other areas included technology program capacity building, indigenous strategy support, mental health peer support, and supports in health and education and student accessibility enhancement. Most of these funds must be used by March 31, 2020 with the exception of the electrical transformer funding which expires on March 31, 2021.

The 2019 Year End Funding summary is brought to the Board for information.

b. 2018 -2019 President's Performance Objective Update

The 2018 – 2019 President's Performance Objective Update was presented to members during the working session of the Board.

MOTION to receive the 2018 – 2019 President's Performance Objective Update as presented

MOVED by Randal, seconded by Steen, carried

c. 2019 – 2020 President's Performance Objectives

The President's Performance Objectives were presented to members in the working session of the Board.

MOTION to receive the 2019 – 2020 President's Performance Objectives as presented

MOVED by Steen, seconded by Wilda, carried

2.7 Correspondence:

a. Ministry Letter – Dirty Money

The Board received correspondence from the Ministry outlining alleged money laundering activities in British Columbia's public post-secondary system and is directing institutions to review or develop policy that speaks to limiting the amount of cash accepted and to ensure that proper processes are put in place to minimize risk.

We do not currently have a policy in place that prohibits large cash payments but we do have strategies in place such as "paymytuition" for international students to reduce such payments. Our cash receipts generally fall under \$1,000 with most under \$200.

Dianne will bring the Draft policy to the Finance and Audit committee at the September 19, 2019 meeting.

2.8 Officer Reports:

a. Board Chair's Report

Jesse, in his role as Chair, attended his favorite College day of the year – Convocation – which was the largest so far with approximately 200 students crossing the stage. Our student representative to the Board, Brenda Cortés Vargas, was the recipient of the Lt. Governors Medal. Wilda and Darryl also attended. Jesse would like to express his appreciation to the students and staff which speaks to the quality of our faculty and our institution. Jesse was unable to attend the Employee Recognition event which Steen expressed was very well attended and he especially enjoyed the bios for each recipient.

b. President's Report

David attended both convocation and the employee recognition event and recognized the hard work of our employees who worked together to organize both of these important events. David, along with Heather Hepworth attended the signing of the MOU between the Ktunaxa and the College and the recent "Ken Steele" event was a great learning opportunity for all of our employees. The BCC retreat was recently held in Kelowna where the focus was on disruption and transformation of the post-secondary system.

David and Dianne presented to the Select Standing committee where they focused on the need for financial flexibility. David will be heading for Vietnam on June 28th to present with Pat on Building Leadership, Strategic Planning and Leading Change along with meetings regarding student recruitment and attendance at the South East Asia Conference organized by BCCIE.

c. EdCo Report

EdCo meetings are wrapping up for the year with final minor and major changes to course outlines. Sharon will be continuing to work with Darrell on course outlines in preparation for fall. She has been attending meetings regarding changes that will be required at the post-secondary level as a result of the new K-12 curriculum and recently attended the Academic Council AGM and met with peers from other institutions.

2.9 Agenda Items for Next Meeting:

a Board Retreat Timing

Each year the Board holds a retreat for Board members. This enables the Board opportunity to network, meet with community members, and conduct working sessions. The Board engaged in discussion regarding timing of this event which took place in June this year but which is generally held in November. Members feel that the November timing of this event provides for better planning, onboarding of new members, availability of campus staff and Board members.

MOTION to move the Board Retreat back to November

MOVED by Colhane, seconded by Steen, carried

2.10 Information and Good of the Institution:

Dianne shared that while presenting to the Select Standing Committee she and David were able to see four other presentations – two of which had very positive links to the college.

2.11 Questions from the Public regarding any Agenda item:

There were no members of the public in attendance

1.12 Adjournment

MOTION to adjourn

MOVED by Colhane

Distribution to Members:

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

College:

David Walls, Robin Hicks, Dianne Teslak, Pat Bowron, Laurie Calverley, Deb Carty