

Lainee	Eccleston	Appointed member
Rod	Giles	Appointed member
Darryl	Hyde	Appointed member
Steen	Jorgensen	Appointed member
Randal	Macnair	Appointed member
Jesse	Nicholas	Appointed member
Wilda	Schab	Appointed member
Krys	Sikora	Appointed member
Sharon	Demaine	Chair – EdCo
Colhane	Martyniuk	Elected CUPE
Greg	McCallum	Elected Faculty
Bradley	Schmidt	Elected – Student Representative
Reg	Goldsbury	Elected – Student Representative
David	Walls	President & CEO
Laurie	Calverley	Executive Director, Human Resources and Payroll
Deb	Carty	Interim Vice President, Partnership and Advancement
Robin	Hicks	Vice President, Academic and Applied Research
Dianne	Teslak	Vice President, Finance and Corporate Services
Susan	Woods	Executive Assistant to the Board

*Highlighted indicates NOT in attendance

1.1 Welcome and Call to Order

a. Territorial Acknowledgement

Randal gave the territorial acknowledgement recognizing that we are all participating at different locations within the territory.

b. Welcome to Board Members and members of the Public

Randal welcomed members and guests to the meeting and shared regrets from Steen who was unable to attend.

1.2 Order of Business

a. Review of on-line meeting protocols

Randal acknowledged that this is the first virtual meeting of the Board and reviewed the protocols provided to assist us in having a successful meeting.

b. Additions and approval of the agenda

There were no additions to the agenda

MOTION to approve the agenda as presented

MOVED by Krys, seconded by Colhane, carried

1.3 Consent Agenda

All items on the consent agenda are approved by one motion unless a request is made at the beginning of the meeting that an item be withdrawn or transferred to the regular agenda. Any item on the regular agenda may be transferred to the consent agenda.

- a. Confirmation of Minutes: March 12, 2020
- b. Media Releases
- c. Board Budget Update
- d. Cheque Register

**MOTION to approve the items included on the Consent Agenda as presented
MOVED by Greg, seconded by Colhane, carried**

1.4 Monitoring Report:

- a. Student Enrolment – Spring and Fall

Robin reviewed the fall and spring reports which provide us with a snapshot of where our enrolments fall on this particular date in comparison to this time last year. It is noted that our spring enrolments for both domestic and international students are down from last year but early indications show our fall enrollments slightly up for domestic enrolments with a decrease noted for international enrolments, which given the current circumstances is to be expected. Due to the COVID pandemic we cancelled some of our spring intakes but may see a corresponding uptake for the fall semester. Fall semester will see most of our programs being offered through alternative delivery.

1.5 Unfinished General Business:

There was no unfinished business

1.6 Business Arising and/or New Business:

- a. Approval of 2019 – 2020 Year End Audited Financial Statements

The auditors attended the Finance and Audit committee meeting and presented the 2019 – 2020 Year End Audited Financial Statements. The Auditor did not find any areas for concern and will be offering a no issues management letter. They would like to express their appreciation to the Finance team, Board and College for presenting and maintaining the finances of the College in good standing.

Dianne gave a review of the Financial Statements to the Board. The auditor was able to assure the committee that the remote process was effective but is not considered to be the norm moving forward Dianne gave thanks to Tiffany and Kelsey and the full team and budget officers

MOTION to approve the 2019 – 2020 Year End Audited Financial Statement as presented and recommended by the Finance and Audit committee.

MOVED by Darryl, seconded by Bradley, carried

- b. COVID – 19 Pandemic College Response

Post-secondary has been deemed an essential service by the province of BC and are expected to remain open and delivering education. David reviewed the details in his report which outline the measures that the College has taken since March 23 to transition programming to alternative delivery and transition all employees to working off campus. During this time security personnel have continued to maintain a

presence on campus and essential staff were identified who would require occasional access to the campus. Students who needed to finish off their winter semester courses were able to complete their studies through alternative delivery models which were very quickly put in place by faculty – this model will continue into the spring semester. Everyone in the College has put forth a tremendous amount of effort to ensure the safe delivery of our student's education and a safe working environment for our employees.

All large scale events such as convocation, scholarship awards ceremonies, and employee recognition events have been cancelled and all meetings which are generally held in person are now being held through virtual means.

As B.C. now moves to relax restrictions related to shelter at home recommendations and orders, the College has started to pivot to allow some employees to work either full-time or part-time on campuses but are planning for most courses in the fall semester to continue to be delivered on-line with the exception of those programs that include an experiential/lab style component.

Throughout this, and through the generosity of our staff, students, and student's association, CBT and community members we have been able to raise \$197,000 to support our students with emergency funds.

c. Practical Nursing Access Program (PNAP) - Cancellation

The Executive and Governance committee met recently and reviewed the details regarding the proposed cancellation of the Practical Nursing Access Program (PNAP). Robin reviewed details outlined in the briefing note and responded to questions from the Board.

MOTION to approve the cancellation of the PNAP program as presented and recommended by the Executive and Governance committee

MOVED Wilda, seconded by Bradley, carried

d. 2.1.6 Progression and Re-Admission – BSN

The Executive and Governance committee met recently and reviewed the details regarding the proposed changes to the Progression and Re-Admission policy. Most of the recommended changes were to provide better clarification in language and bring the policy in line with other policies. Robin reviewed the briefing note and responded to questions from the Board.

MOTION to approve changes to policy 2.1.6 Progression and Re-admission: Bachelor of Science Nursing as recommended by Education Council and the recommendation of the Executive and Governance committee as per the College and Institute Act 19(1)(f).

MOVED by Rod, seconded by Colhane, carried

e. 4.8.8 Sexualized Violence Prevention and Response (SVPR) policy

The Executive and Governance committee met recently and reviewed the details regarding the proposed changes to policy 4.8.8 Sexualized Violence Prevention and Response. We were given direction from the province three years ago to develop this policy with an expectation that it be reviewed on a three year cycle. Proposed changes to the policy are intended to clarify language and update definitions.

**MOTION to approve changes to policy 4.8.8 Sexualized Violence Prevention and Response (SVPR) as recommended by Education Council and the Executive and Governance committee in line with Bill 23 Sexual Violence and Misconduct Policy Act
MOVED by Jesse, seconded by Kryz, carried**

f. Year End Funding, Deferrals and Student Emergency Funds

David reviewed the supplied report which outlines year end funding received for the 2019 – 2020 year end totaling \$294,000 which includes funding for Indigenous outcomes, students with disabilities and additional funding for ABE/ELL. Dianne was able to defer just under \$1 million at year end to be utilized for a number of projects in the 2020 – 2021 fiscal year and we were able to collect approximately \$193,000 of funds to be distributed to students in need. To date we have issued \$200 emergency bursaries to 342 students.

1.7 Correspondence:

There was no correspondence

1.8 Officer Reports:

a. Board Chair's Report

Randal has had a busy fall and winter taking part in the hiring of the incoming President which is now complete. He has had the opportunity to interact with many employees and students and is thankful for the extraordinary contributions being made by all. Randal thanks all the employees at the College for positioning for the future and dealing with the COVID pandemic. We will be soon be losing four of our appointed Board members and Randal would like to acknowledge the wisdom and contributions of Wilda Schab, Kryz Sikora, Jesse Nicholas and Steen Jorgensen. Everyone has been amazing to work with and you will be missed. It is a struggle at this time not to reach out and embrace you all, but a virtual one will have to do.

b. President's Report

David acknowledged the hard work of all of our employees as we work towards dealing with everything that this pandemic has thrown at us. He is tremendously proud of the hard work and innovations that our employees have accomplished. There will be no formal convocation this year and staff are working on some creative solutions to create something special for our graduates. All retreats and travel meetings have been cancelled along with the CICan convention. We recently had our last Management Council meeting of the year – and our first through virtual delivery. There were some really good presentations from all of President's Council which he will forward to the Board members. David has started conversations with incoming President Paul Vogt, and will continue to work to prepare him for this transition later this summer.

c. EdCo Report

Sharon shared highlights from her written report. She welcomed new student member Sharan Singh who is replacing Jordan Lydell. The April meeting of EdCo was attended virtually through MS Teams and there is one final meeting coming up in May along with the Economic Governance Council meeting in May.

1.9 Agenda Items for Next Meeting (June 11, 2020):

No agenda items were identified at this time. If anyone has any agenda items for the June meeting they are asked to forward to Randal and Susan.

1.10 Information and Good of the Institution:

Robin – acknowledged that student representative Reg has a new baby girl (Ewalla – Eve for short)

Randal – shared a story about a woman that his wife (Lisa) met who attended COTR for nursing and then continued at UVIC. Commented on how her comrades from COTR felt well prepared particularly for the practical component. Felt placement coordinator supported her well.

Greg – offered congratulations to the junior and senior teams who took part in the Business Case competition.

Rod – Skills competition for secondary kids. SD8 sent many students. Great event for promoting the trades.

1.11 Questions from the Public regarding any Agenda item:

There were no questions from the Public

1.12 Adjournment

MOTION to adjourn the Public session of the Board at 2:55 pm

MOVED by Rod

Distribution to Members:

Randal Macnair, Wilda Schab, Rod Giles, Darryl Hyde, Steen Jorgensen, Krys Sikora, Laine Eccelston, Jesse Nicholas, Greg McCallum, Colhane Martyniuk, Sharon Demaine, Bradley Schmidt, Reg Goldsbury

College:

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