

Jared	Basil	Appointed member
Lainee	Eccleston	Appointed member
Rod	Giles	Appointed member
Darryl	Hyde	Appointed member
Randal	Macnair	Appointed member
Nic	Milligan	Appointed member
Darlene	Trach	Appointed member
Amber	Van Drielen	Appointed member
Sharon	Demaine	Chair – EdCo
Jenn	Smith	Elected CUPE
Greg	McCallum	Elected Faculty
Bradley	Schmidt	Elected – Student Representative
Reg	Goldsbury	Elected – Student Representative
Paul	Vogt	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

4.1 Welcome and Call to Order

a. Territorial Acknowledgement

Randal called the meeting to order and delivered the territorial acknowledgment

b. Welcome to Board Members and members of the Public

The Chair welcomed members and members of the public (Joan Kaun) to the meeting

c. Oath of Office – Jenn Smith

Randal introduced our new CUPE Board Representative, Jenn Smith, to the other Board members and Jenn recited her Oath of Office

4.2 Order of Business

a. Additions and approval of the agenda

There were no additions to the agenda

4.3 Consent Agenda

Items included on the Consent Agenda were:

- a. Confirmation of Minutes: September 17, 2020
- b. Media Releases
- c. Board Budget Update
- d. Cheque Register
- e. Q2 Forecast
- f. Status Report

MOTION to approve the items on the consent agenda as presented

MOVED by Greg, seconded by Darryl, carried

4.4 Monitoring Report:

a. Fall Semester Stable Enrolment Report

Paul reviewed the Fall Semester Stable Enrolment Report with members. Domestic tuition is down by 10% most of which is attributed to decreases in Continuing Education, Contract Training and Adult upgrading due to COVID restrictions. International numbers are down approximately 33% which is better than originally projected (50%).

Bradly indicated that they have been receiving mixed response from the students with some enjoying the online learning platforms and finding their instructors to be very proactive. Others are having an opposite experience.

MOTION to receive the Fall Semester Stable Enrolment Report as presented

MOVED by Bradley, seconded by Amber, carried

4.5 Unfinished General Business:

a. Ratification of Resolution – Executive Compensation

In order to comply with a Ministry imposed deadline, the Board of Governors held an electronic vote on October 30, 2020 with the following results:

MOTION: That the Board of Governors acknowledge that no performance increase or adjustment will be provided to the College President, Vice Presidents, and comparable executive roles for this year as per the directives in the Ministry letter.

MOVED by Nic Milligan, seconded by Jared Basil, carried

MOTION to receive the results of the electronic vote regarding Executive Compensation

MOVED by Nic, seconded by Darryl, carried

4.6 Business Arising and/or New Business:

a. Final Board Standing Committee Appointments

Randal provided members with the final appointments to the Standing Committees of the Board a copy of which was supplied to members. Randal will discuss the appointment of Chairs for the committees with individual members and finalize at the next meeting of the Board.

MOTION to adopt the Standing Committee appointments as presented

MOVED by Jared, seconded by Amber, carried

c. President's Personal Objectives – Motion to Approve

During yesterday's working session of the Board (retreat) Paul gave a detailed presentation on his personal objectives for the coming year and received feedback from members.

The three overarching objectives include;

1. Maintain the safety of students and staff as a priority through the COVID-19 pandemic while also maintaining the highest standard possible in COTR's education programs and the supports we provide to students and staff.
2. The development and implementation of a *Two-Year Action Plan* that responds to the key challenges and opportunities identified by our stakeholders.
3. To deepen education partnerships throughout the region.

**MOTION to approve the President's Personal Objectives as presented and amended
MOVED by Bradley, seconded by Nic, carried**

d. COVID Recovery – AEST Submission

The Ministry of Advanced Education, Skills and Training recently requested information from institutions throughout the province be submitted on how we intend to slowly/safely move students and programming back on to campus along with what we are doing to ensure that students education and College experience are not being diminished by the necessity to deliver programming in alternate forms.

Paul reviewed the Steady Increase Plan and the Student Learning Experience Plan that were submitted to the Ministry on October 30, 2020. These reports include information on how we are prioritizing programs that require F2F components, how we are delivering support services to students, increased student supports we have put in place, challenges and barriers to returning more people and programming to campus and contingency plans that we have in place to respond to any changes in COVID restrictions through PHO orders or WorkSafe BC requirements.

**MOTION to receive the COVID Steady Increase Plan the Student Learning Experience Plan
MOVED by Rod, seconded by Reg, carried**

e. Board Appointments

We have received notification from CABRO that Board appointments are due to the Ministry by December 11, 2020. Darryl's final term is coming to an end – will need to replace the lost skill sets.

f. 2 Year Action Plan – Motion to approve

The current 2015-2020 Strategic Plan is coming to an end and development of a new plan is underway. Due to the current COVID pandemic, Paul feels that a two-year plan is more appropriate and will focus on how we move forward during this difficult time as the country moves towards economic recovery.

Paul gave a detailed presentation during the working session of the Board retreat that outlines the framework for the development of the plan and the consultations to date along with the themes that we are seeing from the feedback received. Further refinement of the plan will take place in the coming month with wider consultation in January and a scheduled release date for early February.

**MOTION to receive the 2 Year Action Plan framework as presented at the working session of the Board
MOVED by Nic, seconded by Greg, carried**

g. Temporary exceptions to Policy 2.2.6 (F)(G) Tuition Refunds for International Students
(CPC Motion, for information only)

On July 28, 2020, Immigration, Refugees, and Citizenship Canada (IRCC) announced a 2-stage approval process for study permit applications. Students who receive stage 1 approval (aka Approval in Principle – AIP) can begin studying courses online from their home countries (travel to Canada not permitted). After receiving AIP, students should submit biometric, medical testing (if required), and police certification (background check) information once those offices open to the public. After the student has submitted the outstanding requirements; they will be evaluated for stage 2 approval (Final Approval). Students may still be refused in Stage 2. More importantly though, the timing of Stage 2 approval/refusal is uncertain.

Policy 2.2.6 – Section F was drafted and approved under ‘normal’ operational conditions. The two-stage approval process for study permit applications by IRCC creates a gap between allowing students to register for courses and assuming risk of being refused at stage two.

The temporary exemptions are proposed for the duration of the Fall 2020 semester. Extension of the temporary exemptions into the Winter 2021 semester may be revisited as updated information from IRCC becomes available.

Changes to the policy have been approved at CPC and are brought forward to the Board for information only.

4.7 Correspondence:

a. 2020 – 2021 Budget Letter

Dianne reviewed the 2020 – 2021 Budget Letter received from the Ministry on September 25, 2020. The letter advises the College on the operating grant details and student FTE targets for the 2020/21 fiscal as well as funding under the Sustainable Services Negotiating Mandate (SSNM) including any new allocations.

The letter also highlights the Financial Oversight and Accountabilities as outlined in the College and Institute Act. Executive and Management Compensation, Board Remuneration and Expenses, Capital and Real Estate, Student Housing programs, Cybersecurity and the Central Deposit program.

Our block grant funding is \$18,095,378

MOTION to receive the 2020 – 2021 Budget letter as presented

MOVED by Darlene, seconded by Jared, carried

4.8 Officer Reports:

a. Board Chair’s Report

Randal felt that the conversations at the Board Retreat working sessions were very insightful and thanks everyone for their participation. He gave thanks to Robin for reporting out on the enrolment report with no notice.

b. President's Report

Paul enjoyed yesterday's sessions and felt they provided a great opportunity to share and learn. We have submitted two proposals for funding for micro credentials.

The Wednesday Wander segments from Welding and Remembrance Day were played for members.

c. EdCo Report

Sharon shared highlights from her written report noting that the Academic Governance Council has not met yet but will be meeting December 18. The five new faculty members that won seats in the last election have been oriented to their positions and Jennifer Englis is the new Vice Chair. They still have four student member seats open and will be discussing with SA to garner more interest. They have made a change to their by-laws which will see two faculty member seats reduced and the department heads being included by their position instead. EdCo will be adding member photos and biographies to their website

4.9 Agenda Items for Next Meeting (February 11, 2021)

Anyone having agenda items for the February 11, 2021 meeting are asked to submit them to the Randal and Susan

4.10 Information and Good of the Institution:

Reg shared news from the Student's Association that they have had problems recruiting for committees and council. They are looking to have stipends for EdCo increased and SA will match to make it more viable for students. They are creating a process manual to help future SA's and have moved elections to the spring semester to allow for crossover in members.

4.11 Questions from the Public regarding any Agenda item:

Joan – no questions but will reach out for clarity on a few things.

4.12 Adjournment

MOTION to adjourn

MOVED by Rod

Distribution to Members:

Randal Macnair, Jared Basil, Lainece Eccelston, Rod Giles, Darryl Hyde, Nic Milligan, Darlene Trach, Amber van Drielen, Greg McCallum, Jenn Smith, Sharon Demaine, Bradley Schmidt, Reg Goldsbury

College:

Paul Vogt, Robin Hicks, Dianne Teslak, Laurie Calverley, Deb Carty