

Jared	Basil	Appointed member
Lainee	Eccleston	Appointed member
Rod	Giles	Appointed member
Anne	Glassford	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
Reg	Goldsbury	Elected – Student Representative
Paul	Vogt	President & CEO
Laurie	Calverley	Executive Director, Human Resources and Payroll
Deb	Carty	Vice President, External Relations
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

The Public Session of the Board was brought to order by Board Chair, Randal Macnair at 10:17 a.m. Randal delivered the territorial acknowledgment, expressed his thanks for everyone's participation in yesterday's retreat sessions and acknowledged the importance of the path to truth and reconciliation.

b. Welcome to Board Members and members of the Public

Randal welcomed members to the Public Session of the Board

4.2 Order of Business

a. Additions and approval of the agenda

MOTION to approve the agenda as presented

MOVED by Nic, seconded by Lainee, carried

4.3 Consent Agenda

Items included on the consent agenda consisted of:

- a. Confirmation of Minutes: September 16, 2021
- b. Media Releases
- c. Board Budget
- d. Status Report
- e. Q2 Forecast

MOTION to approve the items on the consent agenda as presented

MOVED by Rod, seconded by Greg, carried

4.4 Monitoring Report:

a. Fall Semester Stable Enrolment Report

Paul reviewed the Fall Semester Stable Enrolment Report with members and responded to questions. We are back to pre-COVID enrolment levels for domestic students but our international enrolments continue to be down by 39% due to COVID restrictions and the ban on travel from India to Canada.

MOTION to receive the Fall Semester Stable Enrolment Report as presented

MOVED by Laine, seconded by Jared, carried

4.5 Unfinished General Business:

There was no unfinished general business

4.6 Business Arising and/or New Business:

a. 4.8.10 Investigations Policy

The Executive and Governance and HR Committees met jointly and reviewed the 4.8.10 Investigations policy and received a detailed review of the policy. This is a new policy created to ensure the College is meeting its responsibilities and obligations to employees and students when conducting investigations. Specifically, the policy will support consistent practices, ensuring understanding of legal principles and common use of investigation terms. Laurie reviewed the policy and guidelines and responded to questions from the Board members.

MOTION to approve policy 4.8.10 Investigations as presented and recommended by the Executive and Governance and the HR Committees

MOVED by Nic, seconded by Amber, carried

b. 7.1.3 Responsible Conduct of Research

The Executive and Governance and HR committee met jointly and reviewed policy 7.1.3 Responsible Conduct of Research. This policy is required for us to be eligible to apply for Tri-Council funding.

The new policy, 7.1.3 Responsible Conduct of Research, was drafted based on the Tri-Agency Framework guidelines. The guidelines and policy 7.1.3 allow for an investigation process for alleged breaches of policy. The investigation procedure is separate and has been developed by the Executive Director Human Resources & Payroll in policy 4.8.10 Investigations and in 4.8.10 Investigations Guidelines.

MOTION to approve policy 7.1.3 Responsible Conduct of Research, as presented and recommended by the Executive and Governance and HR Committees

MOVED by Darlene, seconded by Jared, carried

c. Amendment to Appendix C Board Bylaw 22. Signing Authorities

The required amendments to Appendix C, Board Bylaw 22. Signing Authorities were reviewed by the Finance committee. These changes are needed to add the Director, Finance where appropriate as a signing authority and to provide clearer language that includes titles but not individual names so that it does not need to be brought back in the event of staffing changes.

MOTION to approve the amendment to Appendix C Board Bylaw 22. Signing Authorities as presented and recommended by the Finance and Audit Committee
MOVED by Rod, seconded by Lucy, carried

4.7 Correspondence:

a. Auditor General of BC - Fraud Risk Management Report

We recently participated in an Auditor General survey regarding fraud. The survey was completed by 140 organizations across the province including ministries, Crown corporations, post-secondary institutions, school districts and health authorities to learn about their fraud risk management practices.

We fared well in the survey results with two areas identified that we need to work on: 1) training on fraud security for staff; and 2) the establishment of a fraud hotline. Dianne feels that we have very strong controls in place to help mitigate any potential risks.

MOTION to receive the Auditor General Fraud Risk Management Report as presented
MOVED by Jared, seconded by Laine, carried

4.8 Officer Reports:

a. Board Chair's Report

Randal thanked members for their engagement and participation in all of the retreat sessions. Last year was virtual and this is the first opportunity for all members to truly engage and network. Randal has been in discussions with the Board Chair from Selkirk to hold a joint meeting for the Board members from each institution, but no date has yet been set.

b. President's Report

Paul thanked the organizing committee for the Board Retreat and Darlene for the St Eugene activities with Kathryn Teneese and a tour of the residential school. We are still addressing stress levels of both employees and students in the College and have put a number of resources in place to help support. Student Life has ramped up the student events throughout the College and volleyball season is starting up shortly.

A Café Conversation was held October 21, 2021 to engage with employees, with another conversation planned for December. These conversations are being held to help us address some of the concerns raised in the last Employee Engagement Survey.

Post-Secondary Institutions have been given permission to implement a mandatory vaccination policy but this is not something that we are currently considering. Rather we are continuing to follow the advice of the PHO, who does not believe that mandatory testing is effective. We have had a handful of COVID cases within the college but no transmission on campus.

Paul spoke to our three capital project proposals, with the Health Sciences Center at the top of list. The proposed Health Sciences Center will allow us to expand some of our programming. We continue to discuss innovation and are exploring partnerships with other institutions. An MOU with BCIT is in the works and Paul will bring a copy of the agreement to the Board once it has been finalized. Paul will also be meeting

with Johnny Strilaeff from CBT in the new year to discuss the continuation extension of \$1 million dollar annual a year funding that was originally planned to extend ten years.

c. EdCo Report

Sharon reviewed the Summary of Motions from the EdCo meetings of October 2020 to September 2021 that was provided to members in their packages. Sharon has been re-elected as Chair of the committee, with Ben Rogers and Lucy Adams as new student representatives along with Ben Tippett and Andrea Hyde as new faculty members. The committee has a new mentorship program underway and has been able to increase the student stipend to \$50.00 per meeting.

MOTION to receive the EdCo Board Report as presented

MOVED by Lucy, seconded by Jen, carried

4.9 Agenda Items for Next Meeting (February 10, 2022):

Anyone having agenda items for the February 10, 2022 Public Session of the Board are asked to forward them to Randal and Susan

4.10 Information and Good of the Institution:

Jared shared that his cousin Destiny was in the sizzle reel video (she took Heavy Duty at the College) and that taking the program has been a life changing experience for her which allowed her to put her life back on track. Rod also recognized Kaitlyn Luke and others in the video and would love to hear of how the College is showcasing these successes to encourage others. Deb shared that we have an Alumni wall and do use these success stories on our social media channels.

Lucy expressed appreciation on behalf of the student body about how supported they are feeling and how much the work being done is appreciated.

Randal encouraged Board members to attend Convocation as one of the biggest and most moving College events held.

Randal expressed gratitude to members and to Susan for their participation and work that made this year's Board Retreat, a meaningful and memorable event.

4.11 Questions from the Public regarding any Agenda item:

There were no members of the public in attendance

4.12 Adjournment

MOTION to adjourn at 11:30 a.m.

MOVED by Darlene

Distribution to Members:

Randal Macnair, Jared Basil, Lainece Eccelston, Rod Giles, Anne Glassford, Nic Milligan, Darlene Trach, Amber van Drielen, Greg McCallum, Jenn Smith, Sharon Demaine, Reg Goldsbury, Lucy Adams

College:

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