

# MEETING AGENDA



## BOARD OF GOVERNORS – OPEN

Thursday December 3, 2020, 1:00 p.m. to 1:45 p.m.

- **Teleconference: 778.907.2071; Mtg ID: 939 7277 0751; Pwd: 933795**
- <https://bcit.zoom.us/j/93972770751?pwd=Z0M3OFdrbVAyeFNpSzlyRmFPTWUrUT09>

### Board (T/C):

Doug Eveneshen, Chair  
 Emery Biggar  
 Marcia Braundy  
 Bob Enns  
 Anne Harvey  
 Karin Hunt  
 Artur Mamenko  
 Dan Reader  
 Balwant Sanghera  
 Judy Shandler  
 Hunter Sones  
 Ryan Tones  
 Cathy Young

### In Attendance (T/C):

Lisa Collins, VP, Students  
 Raimonda De Zen, Dir., Enterprise Risk & Internal Audit  
 Roy Hart, CIO  
 Lara Johnson, VP, Marketing & Communications  
 Ana Lopez, VP, Human Resources & People Development  
 Paul McCullough, VP, Advancement  
 Cynthia Petrie, Executive Director, Stakeholder Relations  
 Trish Pekeles, CFO and VP, Finance and Corporate Services  
 Tom Roemer, VP, Academic  
 Barbara Kader, EA, Governance

### Regrets:

Meredith Sargent, Board Member

### Ex-Officio (T/C):

Jennifer Figner, EdCo Chair  
 Kathy Kinloch, President

	Issue		Presenter	Material	Action	Pg
1.	<b>Call to Order and Welcome</b>	1:00	Chair	-	-	-
2.	<b>Consent Agenda</b> <i>(subject to request for discussion)</i> 2.1 Adopt Agenda 2.2 Minutes October 6, 2020	-	Chair	-	Approval	4
3.	<b>Information Agenda</b> <i>(subject to request for discussion)</i> 3.1 President's Activities 3.2 Institute Report 3.3 Governance Committee Chair Update 3.4 Education Council Chair Update 3.5 BCITSA President's Update	1:05	Chair	Information Notes	Information	8 9 16 17 18
4.	<b>Chair's Comments</b>	1:10	D. Eveneshen	Verbal	Information	20
5.	<b>President's Comments</b>	1:15	K. Kinloch	Verbal	Information	21

6.	<b>Education Council</b> 6.1 Proposal for Associate Certificate in Digital Media Foundations	1:20	J. Figner	Decision Note	Approval	22
7.	<b>Governance Committee</b> 7.1 Cannabis Use – Policy #7200	1:25	D. Reader	Decision Note	Approval	64
8.	<b>Human Resources Committee</b> 8.1 Sexual Violence and Misconduct – Policy #7103	1:35	A. Harvey	Decision Note	Approval	75
9.	<b>Conclusion</b>	1:45	Chair	-	-	114

## **Board Meeting & Event Dates 2020 and 2021:**

*The current pandemic will dictate the venue/format of meetings in the coming months. Therefore, meeting time, location and format are subject to change.*

December 9	10:30 a.m. to 12:00 p.m.	Audit & Finance Committee	Teleconference/Video
January 25	10:00 a.m. to 11:30 a.m.	Tributes Committee Meeting	Teleconference/Video
January 26	9:30 a.m. to 4:30 p.m.	Committee Meetings	Teleconference/Video
February 17	10:30 a.m. to 2:30 p.m.	Board Meeting (Open and Closed)	Teleconference/Video
March 9	10:00 a.m. to 11:30 a.m.	Tributes Committee Meeting	BBY, SW01-3307
March 16	9:30 a.m. to 4:30 p.m.	Committee Meetings	BBY, SW01-3307
March 30	10:30 a.m. to 2:30 p.m.	Board Meeting (Open and Closed)	BMC, Room 110 – 265 West Esplanade, North Vancouver
May 10	10:00 a.m. to 11:30 a.m.	Tributes Committee Meeting	BBY, SW01-3307
May 11	9:30 a.m. to 4:30 p.m.	Committee Meetings	BBY, SW01-3307
May 26	10:30 a.m. to 2:30 p.m.	Board Meeting (Open and Closed)	AIC, Room 1306 – 1608 Cliveden Avenue, Delta
June 14	10:00 a.m. to 11:30 a.m.	Tributes Committee Meeting	BBY, SW01-3307
June 15	9:30 a.m. to 4:30 p.m.	Committee Meetings	BBY, SW01-3307
June 29	1:00 p.m. to 4:30 p.m.	Board Meeting (Open and Closed)	DTC, 2 <sup>nd</sup> Floor – 555 Seymour Street, Vancouver
July 13	9:30 a.m. to 12:00 p.m.	Audit & Finance Committee <i>(if required)</i>	BBY, SW01-3307
August 17	9:30 a.m. to 12:00 p.m.	Audit & Finance Committee <i>(if required)</i>	BBY, SW01-3307
September 21	9:30 a.m. to 4:30 p.m.	Committee Meetings	BBY, SW01-3307
October 5	1:00 p.m. to 4:30 p.m.	Board Meeting (Open and Closed)	BBY, Room SE40 – Royal Oak Boardroom
November 10	5:00 p.m. to 9:00 p.m.	Distinguished Awards Dinner	Vancouver Convention Centre, West Building
November 23	9:30 a.m. to 4:30 p.m.	Committee Meetings	BBY, SW01-3307
December 7	1:00 p.m. to 4:30 p.m.	Board Meeting (Open and Closed)	DTC, 2 <sup>nd</sup> Floor – 555 Seymour Street, Vancouver
December 9	12:00 p.m. to 2:00 p.m.	BCIT Board of Governors Holiday Luncheon <i>(Foundation, Campaign Cabinet, Alumni Association, Student Association Boards)</i>	The Vancouver Club, the University Rooms

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EDUCATION  
FOR A COMPLEX WORLD.





# MEETING MINUTES

## BOARD OF GOVERNORS - OPEN

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### **Board (T/C):**

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Marcia Braundy  
Bob Enns  
Karin Hunt  
Artur Mamenko  
Dan Reader  
Balwant Sanghera  
Judy Shandler  
Hunter Sones  
Ryan Tones  
Cathy Young

### **In Attendance (T/C):**

Lisa Collins, VP, Students  
Raimonda De Zen, Enterprise Risk & Advisory Services  
Roy Hart, CIO  
Ana Lopez, VP, Human Resources & People Development  
Paul McCullough, VP, Advancement  
Trish Pেকেles, CFO & VP, Finance and Corporate Services  
Cynthia Petrie, Executive Dir., Stakeholder Relations  
Tom Roemer, VP Academic  
Glen Magel, Dir. Safety, Security & Emergency Management  
Shereen Tayles, Assoc. Dir. of Respect, Diversity & Inclusion  
Barbara Kader, EA, Governance

### **Ex-Officio (T/C):**

Jennifer Figner, EdCo Chair  
Kathy Kinloch, President

### **Regrets:**

Emery Biggar, Board Member  
Anne Harvey, Board Member  
Meredith Sargent, Board Member

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A quorum was present.

### **1.0 Call to Order and Welcome**

The President introduced Trish Pেকেles, who began her role as CFO and VP, Finance and Corporate Services on September 28, 2020.

### **2.0 Consent Agenda**

*Distributed material: Agenda and Minutes*

Received and approved as presented.

**IT IS HEREBY RESOLVED, SECONDED AND CARRIED THAT** the Board of Governors approve the consent agenda for December 3, 2020.

### **2.1 Adopt Agenda**

### **2.2 Minutes October 6, 2020**

### **3.0 Information Agenda**

*Distributed material: Information Notes, reports*

Received as presented.

- 3.1 President's Activities**
- 3.2 Institute Report**
- 3.3 Governance Committee Chair Update**
- 3.4 Education Council Chair Update**
- 3.5 BCITSA President's Update**

#### **4.0 Chair's Comments**

The Chair congratulated President Kathy Kinloch who was named in the 2020 Vancouver Magazine Power 50 in November 2020.

#### **5.0 President's Comments**

The President introduced Shereen Tayles - Associate Director of Respect, Diversity and Inclusion.

Management reported on the TransLink suspicious network activity since December 1, 2020, affecting online payment options which have affected some BCIT students. BCIT has offered TransLink support and expertise if required. Management reported on planned and in place BCIT cyber security improvements.

#### **6.0 Education Council**

##### **6.1 Proposal for Associate Certificate in Digital Media Foundations**

*Distributed material: Decision Note*

Received and approved as presented. It was reported that this certificate is the smallest credential currently offered at BCIT, its aim and approach are similar to plans for micro credentials. This certificate encompasses a smaller number of existing courses within the full diploma. The credential is defined by industry needs not just for students who are looking at this as an initial foray into the digital media areas, but could be an entry level credential for existing professionals as a skillset required to add to their existing marketing business portfolio. The credentials will be offered through part-time studies.

**IT IS HEREBY RESOLVED, SECONDED AND CARRIED THAT** the Board of Governors approve the Proposal for an Associate Certificate in Digital Media Foundations.

#### **7.0 Governance Committee**

##### **7.1 Cannabis Use – Policy #7200**

*Distributed material: Decision Note*

Received and approved as presented. The revised policy reflects a three year review date, unless applicable legislation is amended or upon recommendation of the executive sponsor arising from changes in the methods of cannabis use.

**IT IS HEREBY RESOLVED, SECONDED AND CARRIED THAT** the Board of Governors approve the revised Cannabis Use – Policy #7200.

**8.0 Human Resources Committee**

**8.1 Sexual Violence and Misconduct – Policy #7103**

*Distributed material: Decision Note*

Received and approved as presented. Management reported that revisions to the policy have undergone an extensive review and consultation process.

**IT IS HEREBY RESOLVED, SECONDED AND CARRIED THAT** the Board of Governors approve the revised Sexual Violence and Misconduct – Policy #7103.

**9.0 Conclusion**

The meeting ended at 1:30 p.m.

**10.0 Information Only**

**10.1 Mandate Letter to the Honourable Anne Kang**

*Distributed material: Information Note, letter*

Received as presented.

**10.2 Newly Appointed BC Provincial Cabinet and Deputy Ministers**

*Distributed material: Information Note, letter*

Received as presented.



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Doug Eveneshen, Chair