

MEETING AGENDA



BOARD OF GOVERNORS – OPEN

Tuesday June 29, 2021, 1:00 p.m. to 2:00 p.m.

- Teleconference: 778.907.2071; Mtg ID: 813 8773 7616 ; Pwd: 503297
- <https://bcit.zoom.us/j/81387737616?pwd=TWk2NG12dkZmSzRhRzdZNzJtNk1RUT09&from=addon>

Board:

Cathy Young, Acting Board Chair
 Kevin Adlparvar
 Marcia Braundy
 Bob Enns
 Anne Harvey
 Karin Hunt
 Scott McAlpine
 Stewart McGillivray
 Jeff Musialek
 Dan Reader
 Balwant Sanghera
 Meredith Sargent
 Judy Shandler

In Attendance:

Raimonda De Zen, Dir., Enterprise Risk and Internal Audit
 Sarah Dunn, Director Institutional Research
 Trish Pekeles, CFO and VP, Finance and Corporate Services
 Barbara Kader, EA, Governance

Regrets:

Ryan Tones, Board Member

Ex-Officio:

Jennifer Figner, EdCo Chair
 Kathy Kinloch, President

BCIT acknowledges that its campuses are located on unceded Indigenous land belonging to the Coast Salish Peoples, including the territories of the xʷməθkʷəy̓əm (Musqueam), Səlilwataʔ/Selilwitulh (Tsleil-Waututh) and Skwxwú7mesh (Squamish) Nations.

	Issue		Presenter	Material	Action	Pg
1.	Call to Order and Welcome	1:00	Acting Chair	-	-	-
2.	Consent Agenda <i>(subject to request for discussion)</i>	1:02	Acting Chair	-	Approval	3
	2.1 Adopt Agenda 2.2 Minutes May 26, 2021					1 4
3.	Nominating Committee - Election for Chair and Vice Chair	1:05	M. Sargent	Decision Note	Approval	9
4.	Information Agenda <i>(subject to request for discussion)</i>	1:10	Chair	Information Notes	Information	
	4.1 President's Activities					10
	4.2 Institute Report					12
	4.3 Education Council Chair Update	16				

5.	President's Comments	1:15	K. Kinloch G. Magel K. Kinloch / S. Dunn	Verbal " "	Information " "	17			
	5.1 Return to Campus						Information Note	" "	18
	5.2 Mandate Letter June 1, 2021								
5.3 Institution Accountability Plan Report (IAPR)	Decision Note	Approval	30						
6.	Student Governors	1:40	K. Adlparvar " "	Information Note Report		58			
	6.1 BCITSA President's Update						Information Note	66	
	6.2 Student Association Strategic Vision								
6.3 Student Representative's Update									
7.	Audit & Finance Committee	1:45	D. Reader	Decision Notes	Approvals	67			
	7.1 Board of Governors' Delegation of Approval Authority						78		
	7.2 Five Year Capital Plan							81	
7.3 Capital Construction Committee Terms of Reference									
8.	Education Council	1:50	J. Figner	Decision Notes	Approvals	86			
	8.1 Notice of Intent - Masters of Science in Applied Computing						95		
8.2 Cancellation of Associate Certificate in E-Commerce									
9.	Conclusion	2:00	Chair	-	-	101			

Board Meeting & Event Dates 2021:

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

July 13	9:30 a.m. to 12:00 p.m.	Audit & Finance Committee	Teleconference/video
August 17	9:30 a.m. to 12:00 p.m.	Audit & Finance Committee (if required)	Teleconference/video
September 21	9:30 a.m. to 3:30 p.m.	Committee Meetings	Teleconference/video
October 5	1:00 p.m. to 5:00 p.m.	Board Meeting (Open and Closed)	DTC, Rom 230 – 555 Seymour Street, Vancouver
November 23	9:30 a.m. to 3:30 p.m.	Committee Meetings	BBY, SW01-3307
December 7	1:00 p.m. to 5:00 p.m.	Board Meeting (Open and Closed)	DTC, Rom 230 – 555 Seymour Street, Vancouver
December 9	12:00 p.m. to 2:00 p.m.	BCIT Board of Governors Holiday Luncheon	The Vancouver Club, the University Rooms (Foundation, Campaign Cabinet, Alumni Association, Student Association Boards)

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EDUCATION
FOR A COMPLEX WORLD.





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Stewart McGillivray
Jeff Musialek
Dan Reader
Balwant Sanghera
Meredith Sargent
Judy Shandler

Ex-Officio:

Jennifer Figner, EdCo Chair
Kathy Kinloch, President

In Attendance:

Mark Dale, Director, (#7.2)
Raimonda De Zen, Dir., Enterprise Risk and Internal Audit
Sarah Dunn, Director Institutional Research (#5.2, #5.3)
Glen Magel, Director, Safety, Security and Emergency Management (#5.1)
Trish Pেকেles, CFO and VP, Finance and Corporate Services
Tom Roemer, VP, Academic
Barbara Kader, EA, Governance

Regrets:

Bob Enns, Board Member
Karin Hunt, Board Member
Ryan Tones, Board Member

A quorum was present.

1.0 Call to Order and Welcome

2.0 Consent Agenda

Distributed material: Agenda and Minutes

Received and approved.

IT IS HEREBY RESOLVED, SECONDED AND CARRIED THAT the Board of Governors approve the consent agenda for June 29, 2021.

2.1 Adopt Agenda June 29, 2021

2.2 Minutes May 26, 2021

3.0 Nominating Committee

Distributed material: Information Notes

The Board approved the appointment of Dan Reader as Board Chair and Anne Harvey as Board Vice Chair commencing immediately beginning at agenda item #4.0, June 29, 2021.

IT IS HEREBY RESOLVED, SECONDED AND CARRIED THAT the Board of Governors approve the nominations for Dan Reader as Board Chair, and Anne Harvey as Board Vice Chair to take effect immediately at the June 29, 2021 Board of Governors Open meeting.

4.0 Information Agenda

4.1 President's Activities

Distributed material: Information Notes

Received as presented. The President reported that the Ministry of Advanced Education and Skills Training announced a new skilled trades certification system which will help deliver steady employment for people and address the demand for skilled workers in B.C.

4.2 Institute Report

Distributed material: Information Notes

Received as presented. From the report, management answered questions regarding the People Vision Café and the 'living lab'. BCIT embarked on a journey to create its first dedicated "People Vision", built upon strategic commitment to being a people-focused organization. The People Vision identifies three people priorities: culture, growth, and effectiveness. The Innovation Hub is a living lab for students and offers an opportunity for them to learn on a practical site that is not set aside as a lab but a living part on the campus where students have hands on experience in a real life operational environment.

4.3 Education Council Chair Update

Distributed material: Information Notes

Received as previously circulated.

5.0 President's Comments

The President reported on the May 2021 discovery of the remains of 215 Indigenous children at a residential school in Kamloops, BC and the various resources in place to support the BCIT Indigenous community.

5.1 Return to Campus

Management reported that government guidelines and the BC Restart Plan will be released on July 5, 2021 regarding returning to campus in September 2021. Academic spaces will be filled to capacity, and assuming current COVID-19 cases continue to reduce, physical distancing and face masks will be alleviated. Daily self-assessments, and regular hand sanitization practices will continue. At this time, BCIT sees no particular area where risks are considered high to contract the virus. External activities are not being planned at this time (renting space to external parties).

5.2 Mandate Letter June 1, 2021

Distributed material: Information Note, Report, Presentation

Received as previously circulated. It was reported that the Mandate Letter includes deliverables that are government strategic priorities within the post-secondary sector

and every government agency receiving a Mandate Letter, and specific key priorities for BCIT are also set-out in the letter.

The Chair reported that all governors are required to enrol in a five part module on-line training program, 'Governing in the Public Interest Certificate' (<https://www2.gov.bc.ca/gov/content/bcpbublicsectorboardresourcing/online-training>). More information will be sent by the Executive Assistant, Governance.

5.3 Institution Accountability Plan Report (IAPR)

Distributed material: Decision Note, Report, Presentation

Staff provided key highlights in the presentation and report previously circulated. Dan Reader, Board Chair will be authorizing the report to government on July 15, 2021.

IT IS HEREBY RESOLVED, SECONDED AND CARRIED THAT the Board of Governors approve, with no significant implications identified by the Ministry, and in principle, the Institutional Accountability Plan and Report – 2020/21 Reporting Cycle.

6.0 Student Governors

6.1 BCITSA President's Update

Distributed material: Information Note

The Student Association President acknowledge the Governor Orientation recently held for new governors. It was reported that a feasibility site studies to be completed is pending, with reference to "A formal agreement with BCIT as to the terms and location of this new capital project are still pending." (Page 58 of the package).

6.2 Student Association Strategic Vision

Distributed material: Report

Received as presented. The SA President highlighted key points from the report which is available to all students.

6.3 Student Representative's Update

Distributed material: Decision Note, Reports, Presentation

Received as previously circulated.

7.0 Audit & Finance Committee

7.1 Board of Governors' Delegation of Approval Authority

Distributed material: Decision Note

Received and approved as previously circulated. Management reported that two possible contracts coming forward before September 2021 could be the Underground infrastructure project for \$6M and the Goard Way Plaza project at \$4M.

IT IS HEREBY RESOLVED, SECONDED AND CARRIED THAT the Board of Governors delegates approval authority to the Audit and Finance Committee for contracts greater than \$1M from June 29, 2021 to October 5, 2021.

7.2 Five Year Capital Plan

Distributed material: Decision Note

Received and approved as circulated.

IT IS HEREBY RESOLVED, SECONDED AND CARRIED THAT the Board of Governors approve the Five-Year Capital Plan for 2022/23 to 2026/27, as recommended by the Audit and Finance Committee.

7.3 Capital Construction Committee Terms of Reference

Distributed material: Decision Note

Received and approved as circulated.

IT IS HEREBY RESOLVED, SECONDED AND CARRIED THAT the Board of Governors approve, the Capital Construction Committee Terms of Reference (a sub-committee of the Audit and Finance Committee and a Task Group of the Board). The Capital Construction Committee Terms of Reference will be added to the Governance Manual as section 3.13.

8.0 Education Council

8.1 Notice of Intent – Masters of Science in Applied Computing

Distributed material: Decision Note

Received and approved as previously circulated.

IT IS HEREBY RESOLVED, SECONDED AND CARRIED THAT the Board of Governors approve the Notice of Intent for the Masters of Science in Applied Computing.

8.2 Cancellation of Associate Certificate in E-Commerce

Distributed material: Decision Note, Business Plan

Received and approved as previously circulated.

IT IS HEREBY RESOLVED, SECONDED AND CARRIED THAT the Board of Governors approve BCIT's Education Council recommendation that the appropriate process for cancellation of the Associate Certificate in E-Commerce program has been followed in accordance with Policy 5405 and approves cancellation of the Associate Certificate in E-Commerce.

9.0 Conclusion

The meeting ended at 2:15 p.m.



Cathy Young, Acting Board Chair (to item #4)
Dan Reader, Chair (from item #4)