

**BOARD OF GOVERNORS
OPEN MEETING MINUTES
March 5, 2015, 3:15 p.m.
Royal Oak Boardroom, Burnaby Campus**



Board of Governors: Emery Biggar; Kitty Chan; Jenny Chen; Neil Cox; Jack Davidson; Adam Pion; Herb Silber; Laurie Sterritt (by phone); MJ Whitemarsh; Cathy Young

Ex Officio: Kathy Kinloch; Richard Plett

Staff: Bill Dow; Stephen Lamb; Paul McCullough; Lorcan O'Melinn; Joanne Schaap, Recording Secretary; Saira Walker for Tomi Eeckhout

Regrets: Manny Dhillon; Tejinder Grewal; Dylan Smith; Tomi Eeckhout

Guest: Raewyn Brewer, Corporate Secretary

1. A. Pion called the meeting to order at 3:15 p.m.

2. Adopt Agenda

MOTION:

It was moved by C. Young, seconded by N. Cox and carried that the Agenda be approved with one change: H. Silber will speak on behalf of Governance Committee, Item 7.

3. Approval of Minutes

MOTION:

It was moved by MJ Whitemarsh, seconded by K. Chan and carried that the Minutes of the Open Session of November 25, 2014 be approved.

4. Report from the Chair

A. Pion welcomed Ms. Saira Walker, Manager, Human Resources; and Ms. Raewyn Brewer, Corporate Secretary for the Board of Governors.

Minister of Advanced Education Andrew Wilkinson visited BCIT and toured the Burnaby campus. The Student Association were thanked for the excellent presentation they gave to the Minister.

A. Pion attended a Public Sector Employer's Council (PSEC) meeting hosted by the Ministry of Finance on "Accountability and Disclosure Information", in February.

The Board of Governors hosted a luncheon in December to thank the Boards of the Foundation, Alumni Association and Student Association for their work on behalf of BCIT.

On Jan 26, 2015 the Board of Governors hosted a breakfast meeting for the Program Advisory Committee Chairs. Greg D'Avignon, CEO of the BC Business Council, facilitated roundtable discussions at this event.

Several governors attended an all-day workshop on Feb. 13, 2015 hosted by the Association of Governing Boards, where they discussed best practices in governance at post-secondary institutions. This information will be shared with the rest of the Board.

On February 17th, he attended the “Selfie” mural unveiling at the Aerospace Technology Campus in celebration of BCIT’s 50th anniversary.

He attended the convocation ceremonies and award ceremony on Feb. 24, 2015.

5. Report from the President

K. Kinloch highlighted a few areas of the Institute Report. New ways of generating funding are being sought. BICT was recently rated as a Top Employer in BC for 2015 for the 5th consecutive year. BCIT is conducting a feasibility study to evaluate support for a potential \$20M capital campaign for the Health Sciences Centre for Advanced Simulation project.

6. Audit and Finance Committee Report

6.1 3rd Quarter Financial Statements

On behalf of the Audit and Finance Committee, C. Young reported that the Committee met on Jan. 12, 2015 and Feb. 3, 2015. They reviewed the 3rd Quarter Financial Statements, Ministry Forecast and Appendix C. BCIT is forecasted to come in on budget at March 31, 2015.

MOTION:

It was moved by C. Young, seconded by MJ Whitemarsh and *carried* “That the Board of Governors approve the 3rd Quarter Financial Statements as of Dec. 31, 2014.”

6.2 Draft Fiscal Plan 2015/16

C. Young introduced the draft fiscal plan 2015/16, which was reviewed by the Audit and Finance Committee several times.

B. Dow spoke to Enrolment Planning. L. O’Melinn presented the draft fiscal plan 2015/16. He outlined the key budget principles, the budget process timeline, and assumptions and S. Walker spoke to human resources. Questions were taken from the Board.

MOTION:

It was moved by C. Young seconded by J. Davidson and *carried* “That the Board of Governors approve the draft 2015/16 Fiscal Plan and a 2% tuition fee increase.”

7. Governance Committee Report

H. Silber reported that the Governance Committee and Human Resources Committee reviewed the Whistleblower Policy. After some discussion, the Board agreed that it should be noted that Governors are bound under their own Code of Conduct and Ethics as laid out in the Governance Manual, which is posted on the BCIT website.

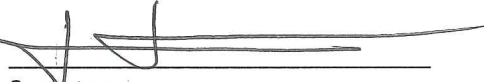
MOTION:


It was moved by Herb Silber, seconded by Neil Cox and *carried* “That the Board of Governors approve Policy 1100 Whistleblower with the following amendment: A footnote will be added under *Application to this Policy*:

This policy does not apply to the Board of Governors (see Code of Conduct and Ethics for Governors and officers at Tab 9 of Board of Governors Governance Manual.)

8. Human Resources and Compensation Committee Report
A. Pion, on behalf of M. Dhillon, reported that the Human Resources and Compensation Committee have asked staff to report back on the sexual harassment policies BCIT has in place and what gaps exist. The Committee will report back to the Board.
9. Tributes Committee Report
MJ Whitemarsh reported on behalf of the Tributes Committee. She noted the Committee continues to develop the policies and procedures for Honorary Awards.
10. Education Council
R. Plett reported on behalf of Education Council. Nominations and elections will be held in April. He expressed his appreciation for the respect that his position is granted by the Board. He noted that DQAB will be on-site next week to examine BCIT's application for exempt status, which will provide an expedited review process for the Institute.
11. Next Meeting Dates and Events
The next Open Session of the Board of Governors will be Tuesday, April 28, 2015 in the Royal Oak Boardroom.
12. Questions
The Chair provided an opportunity for members of the audience to ask questions. There were none.
13. Meeting adjourned at 4:40 p.m.

Approved at a meeting of the Board


Secretary

April 28, 2015

Chair

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