

**BOARD OF GOVERNORS
DRAFT OPEN MEETING MINUTES
October 28, 2014, 1:00 PM
Royal Oak Boardroom, Burnaby Campus**



Board of Governors: Emery Biggar; Kitty Chan; Jenny Chen; Neil Cox; Jack Davidson; Tejinder Grewal (by phone); Adam Pion; Dylan Smith; MJ Whitemarsh; Cathy Young
Ex Officio: Kathy Kinloch; Richard Plett
Regrets: Manny Dhillon; Herb Silber; Laurie Sterritt
Staff: Bill Dow; Tomi Eeckhout; Paul McCullough; Lorcan O'Melinn; Joanne Schaap, Secretary

Mr. Pion called the meeting to order at 1:00 p.m.

1. Adopt Agenda

MOTION:

It was moved by Mr. Biggar, seconded by Ms. Chan and *carried* "That the Agenda be approved with the following changes:

Item 6, Governance Committee Report will be done by Mr. Pion on behalf of Mr. Silber;
Item 7, Human Resources and Compensation Committee Report will be done by Mr. Pion on behalf of Mr. Dhillon."

2. Approval of Minutes

MOTION:

It was moved by Ms. Chan, seconded by Ms. Whitemarsh and *carried* "That the Minutes of the Open Session of June 16, 2014 be approved."

It was moved by Ms. Chan, seconded by Mr. Biggar and *carried* "That the Minutes of the Open Session of July 8, 2014 be approved."

3. Report from the Chair

Mr. Pion welcomed Mr. Jack Davidson and Mr. Dylan Smith, who were attending their first public meeting of the Board. Mr. Bill Dow, interim VP Academic, was also welcomed.

Mr. Pion participated in the BCIT Alumni Golf Tournament in July. He attended the Fab 50 anniversary event on Oct. 4 and the gala celebration on Oct. 6, 2014. He went to Audit and Finance Committee meetings on July 7 and Oct. 22, 2014. On Sept. 9 he accompanied Ms. Kinloch for the Core Review presentation to Ministry of Advanced Education. On Sept. 30 he participated in the Board Orientation session and tour of the campus. On Oct. 23 he attended a Governance Committee meeting, and on Oct. 28 (earlier today) he attended a Human Resources and Compensation Committee meeting.

Other governors have also represented BCIT at various events. Ms. Whitemarsh and Mr. Davidson attended the funding announcement from the B.C.'s Skills for Jobs Blueprint on July 28; Ms. Sterritt participated in the Marine Campus convocation on July 25 and at World Rivers Day on Sept. 22; Mr. Dhillon, along with Ms. Kinloch and Mr. Lawrence Gu, joined the Premier's Trade Mission trip to India earlier this month.

4. Report from the President

Ms. Kinloch referred to the Institute Report and noted that the trip to India was a highlight. An MOU was signed with Tata Energy and Resource Institute. Mr. Dow and Mr. Lawrence will bring forward next steps. Special thanks were given to Mr. Dhillon for the opportunities he provided on this trip. BCIT received a Bronze Award in International Collaboration at the 2014 World Congress of Polytechnics.

Ms. Bernice Budz, School of Health Sciences Dean (Interim) gave a presentation on behalf of the Nursing Program, which was seeking recognition as an accredited program in Canada. The application was accepted and was granted with no recommendations. Governors congratulated Ms. Budz on this achievement.

Ms. Catherine Clement, Sr. Projects Director, President's Office, gave an update on the 50th Anniversary events and projects. Objectives of the 50th year were reviewed. Agreements were negotiated with CTV, Vancouver Sun and CKNW. Some of the highlights and photographs from the Fab 50 were recapped, as well as from the gala evening. Ms. Laurie Skinner and Mr. Bill Good, who will be receiving Honorary Doctorates from BCIT, were recognized that evening.

Governors were invited to the Vancouver Board of Trade luncheon on Nov. 19, 11:30 to 2:00 at the Pan Pacific Hotel. Ms. Kinloch will be speaking at this event.

5. Audit and Finance Committee Report

On behalf of the Audit and Finance Committee, Ms. Young reported that they met on July 16, 2014 to review Appendix C and the Forecast for the 1st Quarter. They also met on Oct. 22, 2014 to review the 2nd Quarter Financial Statements of Sept. 30, 2014.

MOTION:

It was moved by Mr. Biggar, seconded by Ms. Whitemarsh and *carried* "That the Board of Governors approve the 2nd Quarter Financial Statements as presented. " It was noted that in the draft A&F Minutes of Oct. 22, Item 3.2 will be amended from "The committee would like Finance staff to insert themselves into the *EdCo process* at an earlier point" to "The committee would like Finance staff to insert themselves into the *program development process* at an earlier date."

6. Governance Committee Report

Mr. Pion reported for Mr. Silber, on behalf of the Governance Committee. The Committee met on Oct. 23, 2014 and discussed the Whistleblower Policy, which will have some further revisions, and the Code of Conduct Policy 1500, which was signed off by Mr. Silber and has been submitted to the Ministry.

7. Human Resources and Compensation Committee Report

Mr. Pion reported on behalf of Mr. Dhillon that the Human Resources and Compensation Committee met Oct. 28, 2014. They addressed the Whistleblower policy and the Code of Conduct Policy, as well as receiving an update from Mr. Eeckhout on Human Recourses.

8. Tributes Committee Report

Ms. Whitemarsh noted that the Tributes Committee met on Oct. 28, 2014. They had positive

feedback on the choices for honorary doctorate. At the next meeting they will bring forward a request for approval for another Honorary Doctorate candidate. They reviewed the policies and procedures for their committee, which will come to the Board of Governors for final approval.

9. Education Council

Mr. Plett brought forward a request for approval of a Concept Paper – Bachelor of Applied Science in Building Science, to proceed to the development stage. Questions were taken from the Board.

MOTION:

It was moved by Jack Davidson, seconded by MJ Whitemarsh and *carried* "That the Board of Governors approve the Concept Paper to develop a proposal to offer a Bachelor of Applied Science in Building Science."

10. Correspondence

There were two correspondence items received:

1. BCIT Institutional Accountability Plan and Report, which was submitted to the Government in the Spring. There has been no feedback yet from the Ministry.
2. Taxpayer Accountability Principles Addendum to 2014/15 Government Letter of Expectations. All governors were required to sign the Addendum. BCIT was already meeting all the requirements set out in the Addendum.

11. Next Meeting Date

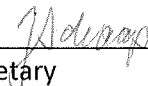
The next Open Session of the Board of Governors will be Tuesday, Nov. 25, 2014 in the Royal Oak Boardroom.

12. Questions

The Chair provided an opportunity for members of the audience to ask questions. There were none.

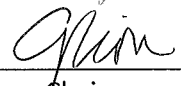
13. Meeting adjourned at 1:57 PM.

Approved at a meeting of the Board



Secretary

Nov. 25, 2014



Chair