BOARD OF GOVERNORS MEETING OPEN MEETING AGENDA  
February 14, 2017, 1:00 pm  
BCIT Aerospace Technology Campus, CIBC Room 198, 3800 Cessna Drive, Richmond

Board of Governors: Jack Davidson (Chair); Neil Cox; Manny Dhillon; Kim Humphreys; Jin Koh; Matthew May; Scott McAlpine; Lorna Pawluk; Asifa Samji; Herb Silber; Colin Smith; Ryan Tones; Cathy Young; Mitra Zamani Rad  
Ex Officio: Kathy Kinloch; Jennifer Figner  
Staff: Lara Johnson; Stephen Lamb, Ana Lopez; Paul McCullough; Lorcan O’Melinn; Cynthia Petrie; Tom Roemer; Barbara Kader (Executive Assistant)  
Guest: Kacem Habiballah – Item 9

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<th>Item</th>
<th>Topic</th>
<th>Time</th>
<th>Speaker</th>
<th>Pre-reading Materials</th>
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<tr>
<td>1.</td>
<td>Call to Order</td>
<td>1:00 pm</td>
<td>Chair</td>
<td>None</td>
<td>None</td>
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| 2.   | Welcome and Oath of Office – Ryan Tones  
2.1 BRDO Bio | 1:05 pm | Chair | Oath of Office  
BRDO Bio | Declaration of Oath Information | 3  
4 |
| 3.   | Safety Moment | 1:10 pm | C. Young | None | Information | 5 |
| 4.   | Adopt Agenda  
4.1 Summary of Motions | 1:15 pm | Chair | Agenda  
Draft Motions | Motion for Approval Information | 1  
6 |
| 5.   | Approve Minutes  
5.1 November 22, 2016  
5.2 Action Item List | 1:20 pm | Chair | Draft Minutes  
Action Item List | Motion for Approval Information | 7  
12 |
| 6.   | Board Correspondence  
6.1 Draft Mandate Letter 17/18 | 1:25 pm | Chair | Report | Information | 13  
14 |
| 7.   | Report from the Chair  
7.1 Chair’s Activity Report  
7.2 Barbara Kader Bio | 1:30 pm | Chair | Report  
Bio | Information | 23  
24  
26 |
| 8.   | Report from the President  
8.1 Institute Report  
8.2 President’s Activities | 1:35 pm | K. Kinloch | Institute Report  
Information Note | Information | 27  
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32 |
| 9.   | Presentation: School of Transportation (Aerospace Campus)  
9.1 Kacem Habiballah Bio | 1:40 pm | Kacem Habiballah | Verbal Presentation  
Presenter Bio | Information | 33  
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<tr>
<td>10.</td>
<td>Education Council</td>
<td>1:55 pm</td>
<td>J. Figner</td>
<td>Verbal</td>
<td>Information</td>
<td>35</td>
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<tr>
<td>11.</td>
<td>BCIT Student Association</td>
<td>2:00 pm</td>
<td>M. May</td>
<td>Verbal</td>
<td>Information</td>
<td>36</td>
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<tr>
<td>12.</td>
<td>BCIT New Brand Positioning</td>
<td>2:05 pm</td>
<td>L. Johnson</td>
<td>Information Note</td>
<td>Information</td>
<td>37</td>
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<td>13.</td>
<td>Next Meeting Date:</td>
<td>2:20 pm</td>
<td>Chair</td>
<td>None</td>
<td>Information</td>
<td>38</td>
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<tr>
<td></td>
<td>13.1 Tuesday, March 14, 2017 –</td>
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<td></td>
<td>Marine Campus, 265 West Esplanade,</td>
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<td></td>
<td>North Vancouver – Tour at 11:30 am</td>
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<td></td>
<td>and Lunch at 12:00 pm</td>
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<td>14.</td>
<td>Questions</td>
<td>2:25 pm</td>
<td>Chair</td>
<td>None</td>
<td>Information</td>
<td>39</td>
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<td>15.</td>
<td>Conclude Meeting</td>
<td>2:30 pm</td>
<td>Chair</td>
<td>None</td>
<td>Motion for Approval</td>
<td>40</td>
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<td>16.</td>
<td>Information Only:</td>
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<td></td>
<td>No Items</td>
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Future Meetings:
Tuesday, May 30, 2017 – Annacis Island Campus, 1608 Cliveden Avenue, Delta
Tuesday, June 27, 2017 – Burnaby Campus
Board of Governors Open Meeting Minutes
February 14, 2017, 1:00 a.m. to 2:00 p.m.
BCIT Aerospace Technology Campus, CIBC Room 198

Board of Governors: Jack Davidson (Chair); Neil Cox; Manny Dhillon; Kim Humphreys; Jin Koh; Scott McAlpine; Matthew May; Lorna Pawluk; Asifa Samji; Herb Silber; Colin Smith; Cathy Young; Mitra Zamani-Rad

Ex Officio: Kathy Kinloch; Jennifer Figner

Senior Leadership Team & Guests: Doug Callback, Lara Johnson; Stephan Lamb; Ana Lopez; Paul McCullough; Lorcan O’Melinn; Cynthia Petrie; Tom Roemer; Kacem Habiballah

Recorder: Barbara Kader

A quorum of the Board of Governors being present and notice of the meeting having previously been given, the meeting was declared to be regularly constituted.

1. Call to Order

   Mr. Davidson called the meeting to order at 12.40 p.m.

2. Welcome and Oath of Office – Mr. Ryan Tones

   Distributed material: Board of Governors Oath of Office

   Mr. Davidson administered the Oath of Office for Mr. Tones. Mr. Tones provided a brief verbal introduction for himself.

3. Safety Moment

   Ms. Young presented the safety moment. Mr. Tones will provide the next safety moment on March 14, 2017.

   Action Item

   Mr. Tones to provide a safety moment at the March 14, 2017 meeting.
4. **Adopt Agenda**

   Distributed material: Board of Governors Open Meeting Agenda February 14, 2017

   **RESOLUTION**
   **MOVED AND SECONDED:** A. Samji and C. Young
   **THAT** the Board of Governors approves the meeting agenda
   **CARRIED**

4.1 **Summary of Motions**

   The Summary of Motions was received for information.

5. **Approve Minutes**

5.1 **Minutes**

   Distributed material: Minutes of Board of Governors Open Meeting, November 22, 2016

   **RESOLUTION**
   **MOVED AND SECONDED:** C. Smith and H. Silber
   **THAT** the Board of Governors approves the meeting minutes
   **CARRIED**

5.2 **Action Item List**

   Distributed material: Action Item List

   The action item list was reviewed.

6. **Board Correspondence**

   Distributed material: Summary of Board correspondence

6.1 **Draft Mandate Letter 17/18**

   Distributed material: Information Note - 2017/18 the Government’s Final Mandate Letter

   A summary of the Government’s Mandate Letter was previously provided.

   When correspondence has been received appropriate staff will reply unless the correspondence is of significance, the Chair will be advised.

   **RESOLUTION**
   **MOVED AND SECONDED:** M. Dhillon and L. Pawluk
   **THAT** the Board of Governors approved and acknowledged receipt of the Government’s Mandate Letter and support for the principles and priorities described.
   **CARRIED**
7. **Report from the Chair**

7.1 **Chair's Activity Report**

*Distributed material: Chair's Activity Report*

Mr. Davidson had no additions to the list of activities he provided.

7.2 **Barbara Kader's Biography**

*Distributed material: Biography for Barbara Kader*

Mr. Davidson introduced Ms. Kader.

8. **Report from the President**

8.1 **Institute Report**

*Distributed material: Institute Report for February 2017*

Ms. Kinloch referred to the Institute Report which has been well received, it was suggested to forward the report to Government.

8.2 **President's Activities**

*Distributed material: President's Activities*

Ms. Kinloch elaborated on the events she attended, most recently at the Vancouver Board of Trade. There were no questions or issues raised.

9. **Presentation: School of Transportation (Aerospace Campus)**

*Distributed material: Bio for Kacem Habiballah - Chief Instructor, BCIT Aircraft Maintenance Technician Program*

Ms. Kinloch introduced Mr. Habiballah who had given a tour and presentation outlining new trends in aerospace and discussed program challenges, changes and future program development, working with various airlines (Air Canada Jazz Aviation Pathways Program), and donations and technology (simulators and drones). Mr. Habiballah mentioned accreditation requirements with Transport Canada and Canadian Council for Aviation & Aerospace (CCAA) and some of the obstacles posed.

Mr. Habiballah thanked the President for the opportunity to showcase the School of Transportation (Aerospace). Mr. Habiballah left the meeting at 1.34 p.m.

10. **Education Council**

Ms. Figner claimed that there were no new activities to bring forward. Much of the programming activity at the Institute has been program reviews and the major changes to existing programs that
come out of that process. Major changes to programs do not need to be approved by the Board, Education Council holds that responsibility. the Council will be looking at where to apply changes. On the Education Policy side, a lot of time is being spent reviewing new Student Code of Conduct policies.

11. **BCIT Student Association**

Mr. May noted that Career Services is continuing to grow, showing big dividends, with 900 students having attended the most recent networking event.

The Entrepreneurship Centre is continuing to be worked on by the Student Association (SA) in collaboration with the Library. Student engagement continues to be a priority for the SA, work continues with the senior leadership team on a large number of student input initiatives.

The Student Association Strategic Plan for 2014 – 2019 is being updated this year with new goals to achieve before 2019. Strategic visioning was completed in early January 2017, this will be brought to the SA Board and general public in March 2017.

Mr. Davidson noted that the report from the Student Associated will be part of the regular meetings going forward.

**Action Item**

- Student Association Strategic Plan for 2014 – 2019

12. **BCIT New Brand Positioning**

*Deferred to Closed Board of Governors session*

13. **Next Meeting Dates**

- Tuesday May 30, 2017 – Annacis Island Campus from 11:30 a.m.
- Tuesday June 27, 2017 – Burnaby Campus – 11:30 a.m.
- October 10, 2017 - Burnaby Campus – 11:30 a.m.

14. **Questions**

There were no questions or comments that came before the meeting.
15. **Conclude Meeting**

RESOLUTION

MOVED AND SECONDED: R. Tones and H. Silber

**THAT** the Board of Governors approved the conclusion of the meeting at 1:40 p.m.

**CARRIED**

Signed.

______________________________
Jack Davidson, Chair