



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

Item	Topic	Time	Speaker	Pre-reading Materials	Action	Page
1.	Call to Order	1:00 pm	Chair	None	None	-
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 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 Information	27 28 32
9.	Presentation: School of Transportation (Aerospace Campus) 9.1 Kacem Habiballah Bio	1:40 pm	Kacem Habiballah	Verbal Presentation Presenter Bio	Information	33 34

Item	Topic	Time	Speaker	Pre-reading Materials	Action	Page
10.	Education Council	1:55 pm	J. Figner	Verbal	Information	35
11.	BCIT Student Association	2:00 pm	M. May	Verbal	Information	36
12.	BCIT New Brand Positioning	2:05 pm	L. Johnson	Information Note	Information	37
13.	Next Meeting Date: 13.1 Tuesday, March 14, 2017 – Marine Campus, 265 West Esplanade, North Vancouver – Tour at 11:30 am and Lunch at 12:00 pm	2:20 pm	Chair	None	Information	38
14.	Questions	2:25 pm	Chair	None	Information	39
15.	Conclude Meeting	2:30 pm	Chair	None	Motion for Approval	40
16.	Information Only: No Items					

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