



**BOARD OF GOVERNORS
OPEN MEETING MINUTES
April 28, 2016 2:00 pm
BCIT Marine Campus, Room 110,
265 West Esplanade, North Vancouver, BC**

Board of Governors Present: Adam Pion (Chair); Kitty Chan; Neil Cox; Jack Davidson; Manny Dhillon; Kim Humphreys; Scott McAlpine; Lorna Pawluk; Laurie Sterritt; Dewi Tjin; MJ Whitemarsh; Cathy Young.

Ex Officio: Kathy Kinloch; Richard Plett.

Staff: Senior Team

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. Mr. Adam Pion acted as Chair and called the meeting to order at 1:59 pm. Ms. Elizabeth Watson acted as Secretary of the meeting.

2. Adopt Agenda

Distributed material: BCIT Board of Governors Open Meeting Agenda April 28, 2016.

IT WAS MOVED AND SECONDED THAT:

The BCIT Board of Governors approve as presented the draft Agenda for the Board of Governors Open Meeting scheduled April 28, 2016.

**CARRIED
(B2016-04-28/01)**

2.1 Summary of Motions

Distributed material: Summary of Motions of BCIT Board of Governors Open Meeting

Received for information.

3. Approve Minutes

3.1 Minutes

Deferred to May 26, 2016.

4. Report from the Chair

Mr. Pion began by thanking the Marine Campus faculty and staff for hosting the Board, noting it is a great campus and the tours provide a wonderful opportunity for new and returning Governors to see different campuses. He also warmly welcomed Cynthia Petrie to the Senior Team, referring the Board to the distributed package for Cynthia's impressive biography.

Mr. Pion reported that he attended the Staff Service and Retirement Gala dinner with K. Kinloch and many of the Senior Staff, recognizing 67 retirees and 113 employees reaching important milestones. He noted that he has been in close contact with Minister Wilkinson to update him on BCIT's many successes. Minister Wilkinson also attended BCIT's Open House.

Finally, Mr. Pion advised that he and Ms. Kinloch had the opportunity to discuss governance at the BC Public Sector Governance Meeting for Board Chairs and CEO's the previous week. He noted that Government continues to pay close attention to governance and the *Taxpayer Accountability Principles (TAP)*, and highlighted that BCIT is ahead of the game with strong governance practices embracing TAP.

5. Report from the President

5.1 Institute Report and Current Events

Distributed material: BCIT Institute Report Dated April 2016.

Ms. Kinloch began her update by noting that the Staff Service and Retirement Gala included the most retirees in one year. She noted that as BCIT continues to collect data on work force it is important to look at succession planning, as well as celebrating retirement. In response to Board questioning, she noted that BCIT's workforce demographic does pose a significant risk. However, Ms. Kinloch advised that many of the retirees are interested in returning on a contract basis to assist BCIT.

Ms. Kinloch noted that 120 management staff will be brought together to discuss BCIT's future opportunities, potential risks, and the importance of innovation.

In terms of her recent activities focused on strengthening relationships with Government, Ms. Kinloch noted that BCIT has started giving tours to British Columbia MPs to share the BCIT story and to encourage alignment. Similar tours will be given at the municipal level as well.

Ms. Kinloch referred to the report previously distributed and noted a few key highlights, including recent student awards and winnings at various competitions. The Board expressed support for continued focus on natural gas partnerships and the profiling student and faculty achievements.

Ms. Kinloch concluded by thanking Mr. Dhillon for his assistance in securing a good booth location for BCIT at the Vaisakhi Parade in Surrey.

Ms. Whitemarsh joined the meeting.

6. Audit and Finance Committee

Distributed material: Decision Note re: Ratification of an amended Universal Transit Pass (U-Pass) Agreement with the South Coast British Columbia Transportation Authority (Translink) as recommended by the Audit and Finance Committee; and update on part time students qualifying for the U-Pass program.

6.1 U-Pass Contract

Ms. Young referred to the distributed material and noted the proposed changes are considered to be of a housekeeping nature, the group representing the post-secondary institutions agrees with the changes, the group's legal counsel has approved the changes, and that the agreement will be effective for two years.

Mr. O'Melinn added that BCIT and the BCIT Student Association are exploring options to include U-Pass to a wider number of part-time students.

IT WAS MOVED AND SECONDED THAT:

Upon recommendation of the Audit and Finance Committee, that the BCIT Board of Governors approve the amended U-Pass Agreement, as presented.

**CARRIED
(B2016-04-28/02)**

7. Education Council

7.1 Diploma in Automotive Technical Studies (International – China)

Distributed material: Decision Note dated April 28, 2016 re: Proposed Program, Executive Summary on the Proposed Program, and Addendum re: name change.

Mr. Plett referred to the distributed materials, noting that the Audit and Finance Committee reviewed the material at their previous meeting. He advised that the program will be delivered in a similar format to one in Korea: BCIT will deliver all the curriculum and educational elements (exams, resources) and BCIT has audited the site to verify equipment and capacity to meet BCIT's expectations and brand requirements. It is anticipated that 80 students will be enrolled in the Fall. The Board asked a series of questions focused on the previously approved Zongshen Industrial Group (ZIG) contract, protection of BCIT's education plans (particularly if the contract is terminated), quality assurance, and student demographics.

IT WAS MOVED AND SECONDED THAT: Upon recommendation of the Audit and Finance Committee and Education Council, that the BCIT Board of Governors approve the Proposal to offer a Diploma in Automotive Technical Studies (International – China- TGPU)

**CARRIED
(B2016-04-28/03)**

Mr. Plett concluded his report by noting that Education Council elections were conducted and there are two empty student seats, with a by-election to fill the seats in the near future.

8. Next Meeting

The next meeting will be held on May 26, 2016 at the Annacis Island Campus, Room 1306, 1608 Cliveden Avenue, Delta.

9. Questions

No questions came before the meeting.

10. Concluded

There being no further business for the open Board of Governors meeting, the meeting was concluded.

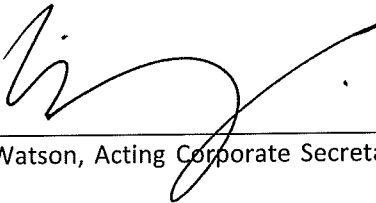
IT WAS MOVED AND SECONDED THAT:

The BCIT Board of Governors approve the conclusion of the Meeting.

**CARRIED
(B2016-04-28/04)**

The Board of Governors Open Meeting concluded at 2:29 pm.

Adam Pion, Chair



Liz Watson, Acting Corporate Secretary