



1608 Cliveden
Avenue, Delta

**BOARD OF GOVERNORS
OPEN MEETING MINUTES
May 26, 2016, 2:00 pm
Annacis Island Campus, Room 1306,**

Board of Governors Present: Adam Pion (Chair); Kitty Chan; Neil Cox; Manny Dhillon; Kim Humphreys; Scott McAlpine; Lorna Pawluk; Dylan Smith; Laurie Sterritt; MJ Whitemarsh

Ex Officio: Kathy Kinloch; Richard Plett.

Staff: Senior Team; Raewyn Brewer (Corporate Secretary, WATSON Advisors Inc.)

Regrets: Herb Silber, Jack Davidson, Dewi Tjin; Cathy Young

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 2:16 pm. Ms. Raewyn Brewer acted as Secretary of the meeting.

1. Call to Order

Mr. Pion called the meeting to order.

2. Adopt Agenda

Distributed material: Board of Directors Closed Meeting Agenda May 26, 2016.

Mr. Pion noted the following changes to the agenda: In Ms. Young's absence, Mr. Dhillon would give the Finance and Audit Committee report together with L. O'Melinn; Item 6.2 was added to the Education Council report per the notice on Aprio re: Program Cancellation; and Item 2.1 "Approval of Minutes" would be deferred to the June meeting.

IT WAS MOVED AND SECONDED THAT:

The BCIT Board of Governors approve as amended the draft Agenda for the Board of Governors Open Meeting scheduled May 26, 2016.

**CARRIED
(BC2016-05-26/01)**

2.1 Summary of Motions

The Summary of Motions was accepted for information.

2.2 Approve Minutes

Distributed material: Minutes of BCIT Board of Governors Open Meetings Held on March 1, 2016 and April 28, 2016.

Deferred to June 2016.

3. Report from the Chair

Mr. Pion began by thanking the faculty, staff, and students at Annacis Island for welcoming the Board and the informative tour.

The Board joined Mr. Pion in warmly thanking D. Smith for his work as BCIT Student Association President over the last two years, including his work as a Governor on the Board. Mr. Pion noted D. Smith has provided excellent leadership, building initiatives, making improvements, addressing challenging student issues and moving files forward as President; and, as Governor, he was an engaged participant that added a valued student voice. He congratulated D. Smith on his successes, noting the Board is confident D. Smith will have a bright and successful future.

Mr. Pion then noted Mr. Plett would be thanked at the June meeting.

4. Report from the President

Distributed material: Institute Report.

Tabled: Greater Vancouver Economic Scorecard Report; Strategic Infrastructure Fund Handouts

4.1 Institutes Report & 4.2 President's Activities

Ms. Kinloch began by recognizing Dean Trevor Williams' retirement and his over 30 years of service, including most recently as the Dean of the School of Energy. She also noted that on May 25, 2016, staff and faculty gathered for the Annual Employee Awards of Excellence, including awarding for the first year the Brian Thom Scholarship Award.

Ms. Kinloch noted that over the past month, the BCIT team continued to raise BCIT's profile, promote BCIT's brand and strengthen engagement, including:

- a 5 hour session with over 120 BCIT managers on where BCIT is going, the skills and values needed to get there, the 16/17 business plan and opportunities, and the leadership values and actions needed to move forward;
- the annual Polytechnics Canada Meeting and Conference;
- her recent election to the Executive Committee of the BC Business Council Board, which solidifies a strong connection between BCIT and the BCBC and enhances BCIT's profile at both the federal and provincial levels; and

- speaking on a panel for the Greater Vancouver Economic Scorecard Report, which sets out an action plan to address and profile key issues within Greater Vancouver. Ms. Kinloch encouraged Governors to review the report.

Finally, Ms. Kinloch advised that June 1, 2016 would be BCIT's annual Disaster Day, an update of which would be given to the Board at its next meeting.

5. Audit and Finance Committee

Distributed materials:

- Decision Note re: Fiscal year end results;*
- Consolidated Financial Statements for BCIT (Financial Statements for BCIT Foundation, Great Northern Way Campus Trust and TTA available on Aprio);*
- Management Discussion; and*
- Position Graph.*

5.1 Year End Financials

Mr. Dhillon and Mr. O'Melinn referred the meeting to the distributed materials. Following discussion,

IT WAS MOVED AND SECONDED THAT: The BCIT Board of Governors:

- Approve as presented the draft audited Consolidated Financial Statements of BCIT for the year ending March 31, 2016 (the Financial Statements);
- Direct Mr. Adam Pion and Ms. Cathy Young to execute the Financial Statements on behalf of the Board.

CARRIED
(BC2016-05-26/02)

6. Education Council

6.1 Program Approval

Distributed material: Decision note re: Education Council Request; Business Plan re: Diploma in Computer Systems Technology (International – China – Dongguan).

Mr. Plett introduced the program approval. Following discussion,

IT WAS MOVED AND SECONDED THAT: The BCIT Board of Governors approve the Diploma in Computer Systems Technology (International – People's Republic of China – Dongguan Polytechnic), as presented.

CARRIED
(BC2016-05-26/03)

6.2 Program Cancellation

Distributed material: Decision Note re: Program Cancellation: Advanced Certificate in Occupational Health Nursing (OHN Specialty).

Mr. Plett referred to the distributed briefing note, noting that students currently in the program have been notified and will have the opportunity to complete their studies within current program offerings until Fall 2019. In response to Board questions, staff confirmed a slight reduction in staffing as a result of the cancellation.

IT WAS MOVED AND SECONDED THAT: The BCIT Board of Governors approve the cancellation of the Advanced Certificate in Occupational Health Nursing Specialty as presented and in accordance with Policy 5404 Program Suspension and Cancellation.

CARRIED
(BC2016-05-26/04)

7. **Next Meeting**

The next meeting of the Board of Governors will be held on June 16, 2016 at BCIT Burnaby Campus.

8. **Comments**

There were no comments from the floor.

9. **Conclusion**

IT WAS MOVED AND SECONDED THAT:

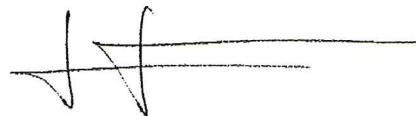
The meeting of the Committee concluded at 2:37 pm.

CARRIED
(BC2016-05-26/05)

10. **Information Items**

10.1 *Audited Financial Statements, Provided for Information Purposes Only: BCIT Foundation, TTA, and GNW Trust; and*

10.2 *Program Proposal (Full) – Diploma in Computer Systems Technology (international – People’s Republic of China – Dongguan Polytechnic).*



Adam Pion, Chair

Raewyn Brewer, Corporate Secretary