



**BOARD OF GOVERNORS
OPEN MEETING MINUTES
November 22, 2016, 1:00 pm – 2:00 pm
BCIT Downtown Campus, Rooms #282/284.**

Board of Governors Present:	Jack Davidson (Chair); Neil Cox; Manny Dhillon; Kim Humphreys (by telephone); Jin Koh; Scott McAlpine; Matthew May; Lorna Pawluk; Asifa Samji (by telephone); Colin Smith; Cathy Young; Mitra Zamani-Rad.
Ex Officio:	Kathy Kinloch; Jennifer Figner.
Guests:	Doug Callbeck; Steve Eccles; Leigh Hodgins (Corporate Secretary, WATSON Advisors Inc.); Aaron Hunter; Lara Johnson; Stephan Lamb; Ana Lopez; Paul McCullough; Lorcan O'Melinn; Cynthia Petrie; Tom Roemer; and other members of the school.
Regrets:	Herb Silber.

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. Jack Davidson acted as Chair and called the meeting to order at 1:02 pm. Ms. Leigh Hodgins acted as Secretary of the meeting.

1. Safety Moment

Ms. Samji presented the first safety moment to the Board of Governors meeting. She noted that anything to do with safety is a good reminder to be aware of our surroundings. Given that the weather is getting colder, she reported on the safety considerations when using portable heaters.

The next safety moment for the February Board of Governors meeting will be provided by Ms. Young.

2. Adopt Agenda

Distributed material: Board of Directors Open Meeting Agenda of November 22, 2016.

IT WAS MOVED AND SECONDED THAT:

The BCIT Board of Governors approved, as presented, the draft Agenda for the Board of Governors Open Meeting scheduled for November 22, 2016.

**CARRIED
(BC2016-11-22/01)**

2.1 Summary of Motions

The Summary of Motions was received for information.

3. Approve Minutes

3.1 Minutes

Distributed material: Minutes of BCIT Board of Governors Open Meeting Held on October 4, 2016.

IT WAS MOVED AND SECONDED THAT:

The BCIT Board of Governors approved, as presented, the minutes from the BCIT Board of Governors Open Meeting held on October 4, 2016.

**CARRIED
(BC2016-11-22/02)**

3.2 Action Item List

Distributed material: Action Item List.

The Action Item List was reviewed and Ms. Johnson had distributed the wallet sized BCIT statistics card to everyone at the meeting. Mr. Davidson note that Governors may choose to have their business card printed on the card as well.

Mr. Dhillon and Mr. Smith joined the meeting.

Mr. Davidson advised that a link to the list of Diplomas and Certificates available from the School of Construction and Environment was included at the end of the agenda for this meeting.

4. Report from the Chair

Mr. Davidson handed out his written report before the start of the meeting. In addition, Mr. Davidson noted that Ms. Kinloch made number 28 in the 2016 Vancouver Magazine's Power 50 List. As well, Ms. Kinloch was made an Honorary member of the Applied Science Technologists and Technicians of BC. Mr. Davidson reminded everyone of the BCIT Holiday reception for all five campuses to be held on December 12 from 2:00 pm to 5:00 pm at the Burnaby campus.

5. Report from the President

Distributed material: Institute Report for November 2016.

Ms. Kinloch acknowledged the hard work of Mr. Paul McCullough, Ms. Lara Johnson and their teams in arranging the 2016 BCIT Distinguished Awards Dinner on October 6 at the Vancouver Convention Centre.

Ms. Kinloch referred to the Institute Report previously distributed and reported on some of the highlights of her BCIT activities since October. The activities included a number of program advancements, a great number of student activities, the recently completed United Way campaign with preliminary donations of over \$60,000, a trip to China to advance the work of three polytechnic universities and the signing of an agreement with Harbin Bank in China to sign recent graduates, she outlined funding available from both the Federal and Provincial Governments, her attendance at a BC government pre-budget workshop and attendance a meeting in Ottawa with other Canadian polytechnic school and representatives from the Federal government.

6. Presentation on the School of Computing and Academic Studies

Distributed material: Presentation on the School of Computing and Academic Studies.

Mr. Davidson stated that as part of the informational series for the Board of Governors, each BCIT school would be giving a presentation on their area and today the School of Computing and Academic Studies would be showcased.

Ms. Kinloch introduced Dean, Steve Eccles, who is involved in some very interesting work at the school of Computing and Academic Studies, such as forensics.

Mr. Eccles thanked the President for the opportunity to showcase the School of Computing and Academic Studies. Mr. Eccles referred to his presentation, which was previously distributed and provided an overview of the school which included computing, forensics, cybersecurity and academic studies as well as the tech sector. He reported on the computer lab space at the Downtown campus and the improvements to be made. He noted that graduates of the program are getting great jobs.

Mr. Eccles introduced Dr. Aaron Hunter, who is on the faculty and heads up the Centre for Cybersecurity at BCIT. Dr. Hunter gave “trust” as an example of what cybersecurity is working on so that artificial intelligence can recognize when to trust another computer. In addition, the computing school also works on privacy issues, anonymity, cryptographic protocols, IT vulnerabilities and network securities.

Mr. Eccles and Dr. Hunter left the meeting.

7. Education Council – Request for New Diploma

Distributed material: Decision Note and Business Plan for a new Advanced Diploma in Professional Accounting.

Ms. Figner referred to the material previously distributed. She provided background on the request to offer an Advanced Diploma in Professional Accounting. Ms. Figner reported this change was developed in response to a change in the professional accounting designation. She reported that the Audit and Finance Committee had reviewed this proposed change and supported the recommendation to the Board of Governors. In response to a question, she advised that the BCIT program would be very similar to the UBC program though more streamlined.

IT WAS MOVED AND SECONDED THAT:

Upon recommendation of the Audit and Finance Committee, the BCIT Board of Governors approved the business plan for the new Advanced Diploma in Professional Accounting.

CARRIED
(BC2016-11-22/03)

8. Draft Mandate Letter from the Ministry of Advanced Education

Distributed material: Decision Note on the Summary of Changes to the Government's Draft Mandate Letter for 2017/2018 and the Draft Mandate Letter.

Mr. Davidson referred to the material previously distributed and advised that the Mandate Letter from the Ministry of Advanced Education sets out what the Government would like BCIT to achieve in the next year and all Governors will be asked to sign the final letter in Spring 2017.

Ms. Kinloch added that it is standard for the Government to consult with the post-secondary institutions to ensure alignment. In addition to the noted changes on the draft Mandate letter, a reference to applied research will also be added to the letter.

After further discussion regarding the program "Education Planner BC" and its implications to BCIT, there was consensus that the letter was acceptable subject to the minor changes reviewed and discussed. The letter would be finalized and sent to the Ministry of Advanced Education.

9. Next Meeting Date

The next scheduled open meeting date of the Board of Governors will be held on February 14, 2017 at the BCIT Aerospace Centre in Richmond, with a tour at 11:00 am and lunch at 11:30 am with the meeting starting at 1:00 pm.

10. Questions

Mr. Davidson asked Dr. Roemer about the lower enrolment numbers recently presented at the Audit and Finance Committee meeting. Dr. Roemer advised that some of the decrease in enrolment could be attributed to a decrease in enrolment in construction due to the current economic climate. It was felt that it was too soon to be concerned about the reduced enrolment as it had only been one semester. There was further discussion regarding the decline in enrolment of Indigenous students. Dr. Roemer was asked to provide the Board of Governors with a strategy to mitigate declining enrolment of Indigenous students in May 2017.

It was also requested that the Agenda and meeting material be posted on BCIT's website so that more people may attend the open Board of Governors meeting. Ms. Johnson was asked to look into this and make arrangements for the February 14, 2017 Board of Governors meeting

Action Items:

- Dr. Roemer to provide the Board of Governors with a strategy to mitigate declining enrolment of Indigenous students in May 2017.
- Ms. Johnson to arrange posting of the Agenda and Board of Governors Meeting Material for future open Board meetings.

There were no other questions or comments that came before the meeting.

11. Conclude Meeting

IT WAS MOVED AND SECONDED THAT:

The BCIT Board of Governors approved the conclusion of the meeting.

**CARRIED
(BC2016-11-22/04)**



Jack Davidson, Chair