



**BOARD OF GOVERNORS
OPEN MEETING MINUTES
October 4, 2016, 12:00 pm – 1:20 pm
Royal Oak Boardroom, BCIT Burnaby Campus.**

Board of Governors Present:	Jack Davidson (Chair); Neil Cox; Kim Humphreys; Jin Koh; Scott McAlpine; Matthew May; Lorna Pawluk; Asifa Samji; Colin Smith (for a portion of the meeting); Cathy Young; Mitra Zamani-Rad.
Ex Officio:	Kathy Kinloch; Jennifer Figner.
Guests:	Mark Dale, Dean, Wayne Hand; Leigh Hodgins (Corporate Secretary, WATSON Advisors Inc.); Lara Johnson; Ana Lopez; Paul McCullough; Lorcan O'Melinn; Tom Roemer; Dr. Fitsum Tariku; and other members of the school.
Regrets:	Manny Dhillon; 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 12:04 pm. Ms. Leigh Hodgins acted as Secretary of the meeting.

1. Report from the Chair

1.1 Welcome

Mr. Davidson welcomed everyone to the first official board meeting with the new Chair and new members of the Board of Governors being Mr. Colin Smith, Ms. Asifa Samji, Mr. Jin Koh and Ms. Mitra Zamani-Rad and welcomed back the returning members of the Board of Governors.

The first order of business was to administer to Oath of Office to the new members of the Board of Governors in attendance at the meeting:

1.2 Welcome and Oath of Office: Mr. Jin Koh and Ms. Asifa Samji

Mr. Davidson administered the Oath of Office to Mr. Koh and Ms. Samji and asked each of them to sign the 2016/2017 Mandate Letter after the meeting. As Ms. Zamani-Rad and Mr. Smith had not yet arrived at the meeting, the Oath of Office was administered upon their arrival, later in the meeting.

1.3 Chair's Report

Mr. Davidson reported on his BCIT activities for the last month including the Board of Governors orientation session, meeting with the senior team to discuss priorities for the upcoming year and an overview of meetings and events. Mr. Davidson noted that the BCIT statistics provided by the President at the orientation session were very interesting and suggested that the statistics be printed on a wallet sized card for each Governor as a reference when speaking with others about BCIT.

Action Item

- Print BCIT statistics on wallet sized card for each Governor.

Ms. Zamani-Rad joined the meeting.

Mr. Davidson recognized Mr. McCullough and his team for their efforts in organizing the BCIT Distinguished Alumni dinner to be held on October 6. He described the purpose of the event and named some of the key guests to be in attendance.

Mr. Davidson then highlighted some the key BCIT media stories including the energy oasis news coverage, the BCIT Safety Wise app and the BCIT sleeping pods.

Mr. Davidson advised that the Board of Governors Education workshop on October 15 was cancelled as smaller education sessions would be built into each Board of Governor meeting.

2. Report from the President

Distributed material: Institute Report for September 2016.

Ms. Kinloch referred to the Institute Report previously distributed and reported on some of the highlights of her BCIT activities since June. It was a busy and exciting time for BCIT, especially with the Distinguished Alumni dinner to be held on Thursday evening.

3. Adopt Agenda

Distributed material: Board of Directors Open Meeting Agenda of October 4, 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 for October 4, 2016.

**CARRIED
(BC2016-10-04/01)**

3.1 Summary of Motions

The Summary of Motions was received for information.

4. Approve Minutes

4.1 Minutes

Distributed material: Minutes of BCIT Board of Governors Open Meeting Held on June 16, 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 June 16, 2016.

**CARRIED
(BC2016-10-04/02)**

4.2 Action Item List

Distributed material: Action Item List.

The Action Item List was received as information.

5. Presentation on the School of Construction and Environment

Distributed material: Presentation on the School of Construction and the Environment and BCIT Building Science Graduate Program.

Ms. Kinloch introduced Dean, Wayne Hand who is accomplishing some interesting work at the School of Construction and Environment.

Mr. Hand thanked the President for the opportunity to showcase the School of Construction and the Environment. Mr. Hand referred to his presentation, which was previously distributed and provided statistics of the school including number of students, annual budget, major fields of study and the kind of programs offered, being part-time studies, foundation trades, apprenticeships, diploma, degree, master and research. Mr. Hand stated that natural resources were important to British Columbia and the country and the impacts on the natural environment were the focus of the school. He highlighted some of the programs of the school and the opportunities to trades and business in British Columbia and afar.

Mr. Hand introduced Dr. Tariku, the Director of the Construction for the BCIT Building Science Graduate Program and summarized some of the educational highlights of his background.

Dr. Tariku referred to his presentation, which was previously distributed and provided information on the program he attended at Concordia university and highlighted some of his national and international activities. He stated that the BCIT Building Science Graduate program was the first of its kind in British Columbia and gave an overview of the program. He noted that the program is attracting students nationally and internationally. As a result of questions from the Governors, there was a discussion on the work activities that the students have been involved. Dr. Roemer was asked to provide a brief list of the diplomas and certificates available from the program for the Board of Governors.

Action List

- Dr. Roemer to provide a brief list of the diplomas and certificates available from the program for the Board of Governors.

Mr. Smith joined the meeting.

6. Education Council – Request for Cancellation of Program – Diploma in Industrial Instrumentation and Controls Technician

Distributed material: Decision Note and Recommendation to Cancel the Diploma in Industrial Instrumentation and Controls Technician.

Ms. Figner referred to the material previously distributed. She provided background on the program cancellation of the Diploma in Industrial Instrumentation and Controls Technician and reviewed the process for cancellation of a program. Ms. Figner reported that the School of Energy undertook a major program change resulting in a new program called “Industrial Instrumentation Process and Control Technician”. As a result, a final cohort of the program was being run in 2016 to accommodate graduates who selected the instrumentation option and indicated that this last class was not at capacity.

IT WAS MOVED AND SECONDED THAT:

The BCIT Board of Governors approved the cancellation of the Program for a Diploma in Industrial Instrumentation and Controls Technician.

**CARRIED
(BC2016-10-04/03)**

7. Five Year Capital Plan Submissions 2017/2018 to 2021/2022

Distributed material: Decision Note on Five-Year Capital Plan and Supporting Attachments.

Ms. Young as Chair of the Audit and Finance Committee, reported that it was an annual exercise by the Committee to identify priorities of BCIT to the Ministry of Advanced Education, though there were no guarantees that the government would agree with the priorities.

Mr. O'Melinn introduced Mr. Dale, Senior Director of Facilities and Campus Development, who would review the process prescribed by the BC government which has not changed for the last five years and provide an overview of the projects.

Mr. Dale provided a high level overview of the Ministry process which included a five-year capital plan, opportunity assessment, concept plan report, business case, Treasury Board approval and design and construction. He noted that they were working the staff at the Ministry of Advanced Education to shorten the process. Mr. Dale then reviewed the four priority projects listed in the capital plan being: 1) Trades and Technology Complex; 2) Centre for Automotive Innovation; 3) Centre for Clean Energy Innovation and Distribution; and 4) Centre for Indigenous Initiatives and Dialogue. He noted that the Trades and Technology project is well defined and an Opportunity Assessment Report has been completed and submitted to the Ministry of Advanced Education. The other three proposed projects are less well defined. He then reviewed the two projects which were previously approved by the Board of Governors and notionally approved by the Ministry of Advanced Education being: 1) Health Centre for Advanced Simulation 2) SW03 Renewal – Health Sciences and Computing After questions from the Board of Governors and further discussion:

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IT WAS MOVED AND SECONDED THAT:

The BCIT Board of Governors approved, as recommended by the Audit and Finance Committee, the Five-Year Capital Plan for 2017 to 2022, as outlined in Appendix A as presented, and directed staff to submit the plan to the Ministry of Advanced Education.

**CARRIED
(BC2016-10-04/4)**

8. Other Business

The Chair advised that as Ms. Zamani-Rad and Mr. Smith were now in attendance at the meeting, he administered the Oath of Office and asked each of them to sign the 2016/2017 Mandate Letter after the meeting.

9. Next Meeting Dates

The next scheduled open meeting date of the Board of Governors will be held on November 22, 2016 at Boardroom # 283 at the BCIT Downtown Campus, starting at 1:00 pm.

10. Questions

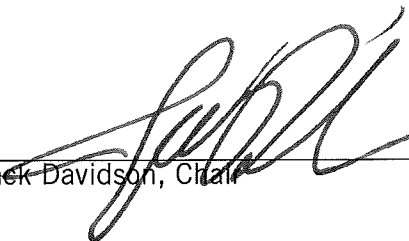
There were no questions or comments that came before the meeting.

11. Conclude Meeting

IT WAS MOVED AND SECONDED THAT:

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

**CARRIED
(BC2016-10-04/5)**



Jack Davidson, Chair



Leigh Hodgins, Corporate Secretary