

MEETING AGENDA

BCIT BOARD OF GOVERNORS – OPEN

Tuesday June 27, 2023, 1:00 to 2:15 p.m.

Burnaby Campus, Health Sciences Centre, 3rd Flr., Room 2084, Burnaby, BC

- TLCF: 778.907.2071; Mtg ID: 625 6550 3730; Pwd: 222847
- Zoom: <https://bcit.zoom.us/j/62565503730?pwd=Ull0bEpOMDNFSU1RdytzTkxUT3ZjZz09&from=addon>

Board:

Dan Reader, Chair
Catherine Boivie
Mike Bonshor
Marcia Braundy
Céline Lorient
Jeff Musialek
Scott McAlpine
Stewart McGillivray
Tamara Pongracz
Balwant Sanghera
Meredith Sargent
Claire Wang

In Attendance:

Lisa Collins, VP, Students
Raimonda De Zen, Dir. Enterprise Risk & Internal Audit
Jennifer Figner, Interim VP, Academic
Jackie Jacob, Interim VP, Advancement
Trish Pekeles, CFO & VP, Finance & Corporate Services
Craig Sidjak, Dir. of Facilities Planning
Barbara Kader, EA, Governance

Regrets:

Don Matthew, Board Member
Bob Enns, Board Member

Ex-Officio:

Eric Fry, EdCo Chair
Paul McCullough, Interim President

BCIT acknowledges that its campuses are located on unceded Indigenous land belonging to the Coast Salish Peoples, including the territories of the xʷməθkʷəy̓əm (Musqueam), Səlilwətaʔ/Selilwitulh (Tsleil-Waututh) and Skwxwú7mesh (Squamish) Nations

	Item		Presenter	Action	Page
1.	Call to Order/Opening Remarks/Introductions	1:00	Chair	-	2
2.	Oath of Office – Céline Lorient	1:02	Chair	-	4
3.	Approval of Agenda/Consent Agenda <i>(subject to request for discussion)</i> 3.1 Minutes May 30, 2023 3.2 Student Association President's Report 3.3 Student Representative's Report	1:05	Chair	Approval	5 11 12
4.	Chair's Report 4.1 Governor Re-Appointment	1:10	Chair	Information	14
5.	President's Activities and Comments	1:15	P. McCullough	Information	15
6.	Audit and Finance Committee 6.1 Committee Chair's Update 6.2 Five-Year Capital Plan 2024/25 to 2028/29 6.3 Audit & Finance Committee Terms of Reference	1:25	Chair C. Sidjak Chair	Information Approval “ ”	

7.	Academic 7.1 Education Council Chair's Update 7.2 New Program - Associate Certificate in Polytechnic Teaching	1:55	E. Fry	Information Approval	
8.	Governance Committee 8.1 Committee Chair's Update	2:05	M. Sargent	Information	
9.	Next Meeting and Conclusion <ul style="list-style-type: none"> Next meeting: October 3, 2023 	2:15	-	-	

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EDUCATION
FOR A COMPLEX WORLD.



MEETING MINUTES

BCIT BOARD OF GOVERNORS - OPEN

Tuesday June 27, 2023, 1:04 to 2:15 p.m.

Board:

Dan Reader, Chair
Catherine Boivie
Mike Bonshor
Marcia Braundy
Céline Loriot
Scott McAlpine
Stewart McGillivray
Jeff Musialek
Tamara Pongracz
Balwant Sanghera
Meredith Sargent
Claire Wang

Ex-Officio:

Eric Fry, EdCo Chair
Paul McCullough, Interim President (*joined at 1:50 p.m.*)

In Attendance:

Shera Clement, Financial Controller
Raimonda De Zen, Dir. Enterprise Risk & Internal Audit
Jennifer Figner, Interim VP, Academic
Jackie Jacob, Interim VP, Advancement
Sunny Jassal, Interim CIO
Glen Magel, Dir., Safety Security & Emergency Management
Trish Pekeles, CFO & VP, Finance & Corporate Services
Cynthia Petrie, Exec. Dir., Stakeholder Relations
Barbara Kader, EA, Governance

Regrets:

Bob Enns, Board Member
Don Matthew, Board Member

A quorum was present.

1.0 Call to Order/Opening Remark/Introductions

The Chair acknowledged that BCIT campuses are located on unceded Indigenous land belonging to the Coast Salish Peoples, including the territories of the xʷməθkwəy̓əm (Musqueam), Səlilwətaʔ/Selilwitulh (Tsleil-Waututh) and Skwxwú7mesh (Squamish) Nations.

2.0 Oath of Office – Céline Loriot

Distributed material: Oath of Office

The Board Chair administered the Oath of Office for Céline Loriot. Introductions from the Governors and Senior Team members present were made.

3.0 Approval of Agenda/Consent Agenda

The June 27, 2023 open meeting agenda and the May 30, 2023 open meeting minutes were both amended and circulated prior to the meeting commencement.

IT IS HEREBY RESOLVED, SECONDED AND CARRIED THAT the Board of Governors approve the consent agenda for June 27, 2023.

3.1 Minutes May 30, 2023

Distributed material: Minutes

Amended and circulated prior to the meeting.

3.2 Student Association (SA) President's Report

Distributed material: Information Note

Received as previously circulated.

3.3 Student Representative's Report

Distributed material: Information Note

Received as previously circulated.

4.0 Chair's Report

4.1 Governor Re-Appointment

Distributed material: Information Note

Received as previously circulated.

5.0 President's Activities and Comments

Distributed material: Information Note

The Interim President reported on the signing ceremony in Victoria, BC for two Memoranda of Understanding (MOUs), (1) between BCIT and Philippine State College of Aeronautics, (2) between BCIT and WCC Aeronautical and Technological College.

The initiatives will provide opportunities to deliver the AME (Aircraft Maintenance Engineer) Diploma Program jointly with BCIT to cohort students who will complete the program in both the Philippines and Canada. This will provide an opportunity for BCIT Aerospace to expand offerings internationally.

6.0 Audit and Finance Committee

6.1 Committee Chair's Update

Distributed material: Information Note

Received as presented.

The *Contract Award Custodial Services* and the *Contract Award Campus Wide Security Services* are being presented for approval in the Closed meeting (#4.1, #4.2).

6.2 Five-Year Capital Plan 2024/25 to 2028/29

Distributed material: Decision Note

Management highlighted key points in the meeting material previously circulated. Questions were answered regarding fundraising contributions and targets for major projects, and the seven priorities outlined in the report. It was reported that the Five-Year Capital Plan is a planning document for the Ministry of Post-Secondary Education and Future Skills (PSEFS). Each project outlined in the report will include its own business case to be submitted at a later date. Business cases can be re-submitted for government approval as projects evolve.

IT IS HEREBY RESOLVED, SECONDED AND CARRIED THAT the Board of Governors approve the Five-Year Capital Plan for 2024/25 to 2028/29, for submission to the Ministry of Post Secondary Education and Future Skills (as outlined in Appendix A) (or as amended).

6.3 Audit and Finance (AFC) Committee Terms of Reference

Distributed material: Decision Note

Received as previously circulated. Management provided a summary of changes made to the Terms of Reference.

A request was made to consider revising the AFC membership composition as referenced in the Governance Manual and as per the motion.

IT IS HEREBY RESOLVED, SECONDED AND CARRIED THAT the Board of Governors approve the proposed revisions to the Audit and Finance Committee Terms of Reference. Be it further resolved that the Board of Governors request the Audit and Finance Committee to review the question of elected Governors on the Audit and Finance Committee (June 29, 2022) and requests the Governance Committee to review the question of splitting the Audit and Finance functions into separate Committees.

7.0 Academic

7.1 Education Council Chair's Report

Distributed material: Information Note

The EdCo Chair highlighted key points in the information note previously circulated.

7.2 New Program – Associate Certificate in Polytechnic Teaching

Distributed material: Decision Note

The EdCo Chair highlighted key points from the material previously circulated. It was reported that the new program will replace some individualized training and support those currently being offered. Flexible program scheduling is being reviewed.

IT IS RESOLVED, SECONDED AND CARRIED THAT the Board of Governors approve the proposed Associate Certificate in Polytechnic Teaching program (Learning and Teaching Centre).

8.0 Governance Committee

8.1 Committee Chair's Update

Distributed material: Information Note

The Committee Chair reviewed each of the items noted in the report. It was reported that Management will be reviewing the Bylaws and Governance Manual over the summer months.

9.0 Next Meeting and Conclusion

The next Open Board of Governors meeting will be held on October 3, 2023.

The meeting ended at 2:15 p.m.



Dan Reader, Chair