



Okanagan College Board of Governors Regular Open Session

Wednesday, May 21, 2025

Meeting held via Zoom

Approved June 17, 2025

IN ATTENDANCE

Board Members

- Dale Safinuk, Board Chair
- Andrea Alexander, Vice Chair
- Neil Fassina, President & ex-officio
- Cindy Battersby
- Dustyn Baulkham
- Gurjit Chand
- JoAnn Fowler
- Kevin Fukushima
- Jillian Garrett
- Sheri Hamilton
- Ben Harris
- Roger Wheeler

Administration

- Curtis Morcom, CFO and Vice President, Corporate Services
- Samantha Lenci, Provost & Vice President Academic
- Gill Henderson, Associate Vice President, People Services
- Jenn Goodwin, Associate Vice President, College Relations
- Joanna Campbell, Manager, Executive Office
- Kristen Wiebe, Governance and Privacy Coordinator
- Helen Jackman, Executive Director, Okanagan College Foundation

Regrets:

- Emmarith Balili

ACTION

1. CALL TO ORDER AND CHAIR'S REMARKS

Quorum was established and the meeting was called to order at 8:45a.m. It was respectfully acknowledged that the meeting was held on the unceded traditional lands of the Indigenous people who have inhabited and used the lands since time immemorial.

1.1. Inspire Moment

The President shared an Inspire Moment about community engagement with the regional School Districts through Experience OC.

2. DECLARATION OF CONFLICT

There were no conflicts declared.

3. APPROVAL OF AGENDA

Motion:

“BE IT RESOLVED THAT the Okanagan College Board of Governors approves the May 21, 2025 meeting agenda and thereby approves consent agenda.”

A Alexander
CARRIED

3.1. Consent Agenda

3.1.1. Open Session Minutes – March 11, 2025

3.1.2. Policy Workplan and Progress Report

3.1.3. Education Council Chair Report

3.1.4. Investment Policy Review

3.1.5. Record of Decision – Revised Forgiveness of Foundation Receivable

Motion approved on April 14, 2025:

“BE IT RESOLVED THAT the Okanagan College Board of Governors approve the forgiveness of the 2024-25 receivable from the Okanagan College Foundation for the revised capital campaign expenses of \$460,180.”

3.1.6. Line of Credit

Motion:

“BE IT RESOLVED THAT the Okanagan College Board of Governors approve a short-term line of credit with TD Canada Trust in the amount of \$2.5 million as recommended by the Finance, Audit and Risk Committee.”

4. REPORTS

4.1. Chair Report

The Chair provided a report noting the following:

- The Finance, Audit, and Risk Committee and Executive Committee both met on May 13.
- The Finance Committee received an update on risk management and approved the Line of Credit included in the consent agenda.
- On May 7, the Chair received a letter from Minister Kang regarding policies that support safe public post-secondary environments.
- The Chair received a briefing presentation on the Infrastructure Projects Act from the Minister of Infrastructure on May 1.
- The Chair congratulated current members who were recently reappointed:
 - Gurjit Chand and Sheri Hamilton (for a two year term)

- Dustyn Baulkham (for a three year term)
- I have also been reappointed for a one year term.

4.2. President's Report and Analysis

The President provided a report including the following highlights:

- Changes to the Infrastructure Act to streamline projects through improved approval processes within the Ministry.
- The federal election and navigating new ministries as result and as they relate to post-secondary advocacy.
- That the intake for the Early Retirement Incentive Program has been completed and offset a number of layoffs.
- Continuing to build on the work of community engagement to bring value to communities.
- Completion of the Internationalization Plan and Education Quality Assurance (EQA) submission to ensure a positive experience for international students. The College has received EQA designation for this coming year.
- The College Campus Plan is nearly complete.
- Domestic recruitment is starting to see increased applicants and conversions.
- Updates on Applied Research staffing including the creation of two leadership roles.

The Chair congratulated and highlighted the success of Enactus.

4.3. Governance Committee Report

- The Committee Chair noted the Committee met on May 13 and discussed the format and presentations for the October Professional Development Session. The Committee received the Policy Report included in the consent agenda.
- The Governance Committee also conducted the governance review that takes place every two years which included a review of the Bylaws, Board Code of Conduct Policy, and the Role of the Chair.
- The Governance Committee also reviewed and are recommending the revised Violent and Threatening Behaviour Policy for approval.

4.3.1. Governance Review

4.3.1.1. Code of Conduct

- The President noted that the Code of Conduct was due for review this year. An overview of the updates was provided which included adding students to clause 6.2, and the removal of clause 8.3 with a recommendation to assess student tuition conflicts on a case-by-case basis.

Members asked for clarification on the process and it was noted that the member declares the conflict, and then the Chair and member work together to manage the conflict.

Motion:

“BE IT RESOLVED THAT Okanagan College Board of Governors approve the revised Code of Conduct for Okanagan College Board Members Policy as recommended by the Governance Committee.”

D. Baulkham
CARRIED

4.3.1.2. Role of the Chair

The President noted that the changes are editorial and reminded that the document is for the Chair and members to understand the role of the Chair, and also serves as a recruitment tool.

Motion:

“BE IT RESOLVED THAT Okanagan College Board of Governors approve the revisions to the Role of the Chair as recommended by the Governance Committee.”

G. Chand
CARRIED

4.3.2. Violent and Threatening Behaviour Policy

The CFO & Vice President Corporate Services outlined the updates to the policy noting this is the first major review since 2005. The proposed updates align with WorkSafeBC guidelines, and include the introduction of a Threat Assessment Team. Procedures have been separated from the policy under the Policy Framework.

“BE IT RESOLVED THAT Okanagan College Board of Governors approve the revised Violent and Threatening Behaviour Policy as recommended by the Governance Committee.”

C. Battersby
CARRIED

4.4. Education Council

4.4.1. New Program

The Education Council Chair noted this is a new emphasis within the Associate of Science programming. It was noted that data analytics programs and post-baccalaureate programs are eligible for post-graduate work permits and enrolments in these programs is strong. It was also clarified that an Associate of Science is a two-plus-two pathway into a full degree program.

Motion:

“BE IT RESOLVED THAT the Okanagan College Board of Governors approve the new program: Associate of Science: Data Analytics Emphasis as recommended by Education Council and as presented.”

D. Baulkham
CARRIED

4.4.2. Program Revisions

The Education Council Chair outlined the program revisions as follows:

- The Building Employment Skills and Training (BEST) program is moving to a three-semester schedule to better align with a regular academic schedule,

and to allow students to participate in academic programs. Learning outcomes for students are now set out through a new course for the work experience component. Program outcomes have also been established.

- Legal Administrative Assistant – Corporate / Conveyancing updates establishing the the minimum qualifications to teach in the program.
- Legal Administrative Assistant – Litigation updates were made following consultation with an industry and legal focus group and include replacing two courses on personal injury law with two courses on employment law.

Motion:

“BE IT RESOLVED THAT the Okanagan College Board of Governors approve the following program revisions as recommended by Education Council:

- ***Building Employment Skills and Training***
- ***Legal Administrative Assistant Certificate – Litigation***
- ***Legal Administrative Assistant Certificate – Corporate / Conveyancing***

G. Chand
CARRIED

5. NEW BUSINESS

5.1. Block Transfer Agreement with Vancouver Community College (VCC)

The Provost and Vice President provided an overview of the agreement, noting that it creates a student pathway into our institution. It was clarified that Block Transfer means we recognize the first two years of studies versus on a course-by-course basis.

Motion:

“BE IT RESOLVED THAT the Okanagan College Board of Governors approve the following Block Transfer Agreement from Vancouver Community College to the third-year of the Okanagan College School of Business Bachelor of Business Administration as presented.”

D. Baulkham
CARRIED

5.2. Aircraft Maintenance Engineer Tuition Rates

The Provost and Vice President noted that the proposed Aircraft Maintenance Engineer Tuition rates are for the full 74-week program, and that rates were set in line with other similar programs to be competitive. It was noted there are currently more applications than seats.

Motion:

“BE IT RESOLVED THAT the Okanagan College Board of Governors approve the tuition rates established for the Aircraft Maintenance Engineer Category “M” program as presented.”

B. Harris
CARRIED

ACTION

6. OTHER BUSINESS AND BUSINESS ARISING FROM CONSENT AGENDA

No other business was raised.

7. ADJOURNMENT

The meeting was adjourned at 9:34a.m.

CARRIED