



Okanagan College Board of Governors Regular Open Session

Tuesday, June 23, 2026

SA130, Salmon Arm Campus

Approved September 29, 2026

IN ATTENDANCE

Board Members

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

Administration

- Curtis Morcom, CFO and Vice President, Corporate Services
- Samantha Lenci, Provost & Vice President Academic
- Jenn Goodwin, Vice President, College Relations & Enrolment
- Kristen Wiebe, Governance and Privacy Coordinator

REGRETS

- Ben Harris
- Annabelle Lee
- Amanda Louie
- Allan Louis
- Andrea Alexander
- Helen Jackman, Executive Director, Okanagan College Foundation
- Gill Henderson, Associate Vice President, People Services
- Joanna Campbell, Senior Administrative Officer, Coordination and Operations

ACTION

1. CALL TO ORDER AND CHAIR'S REMARKS

Quorum was established and the meeting was called to order at 8:35a.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 highlighting Carpenter Foundation students and their technical learning through work on a duplex near Enderby, noting the distinction between Foundation students and apprentices.

2. DECLARATION OF CONFLICT

There were no conflicts declared.

3. APPROVAL OF AGENDA

The President proposed that agenda item #3.1.3 (BCIS Course Tuition Fees) be moved out of the consent agenda. The motion for approval of the agenda was amended to reflect this. No other changes to the agenda were proposed.

Motion:

"BE IT RESOLVED THAT the Okanagan College Board of Governors approves the June 23, 2026 meeting agenda and thereby approves the consent agenda as amended."

S. Hamilton
CARRIED

3.1. Consent Agenda

3.1.1. Open Session Minutes – March 10, 2026

3.1.2. Line of Credit

Motion:

"BE IT RESOLVED THAT the Okanagan College Board of Governors approves 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."

3.1.4. Aircraft Maintenance Engineer Mechanical Material Fees

Motion:

"BE IT RESOLVED THAT the Okanagan College Board of Governors approves the Material Fees for the Aircraft Maintenance Engineer Category "M" Mechanical program as presented."

3.1.5. Education Council Chair Report

3.1.6. Course Revisions

Motion:

"BE IT RESOLVED THAT the Okanagan College Board of Governors approves the course revisions as recommended by Education Council in May 2026 and as presented."

3.1.7. Course Cancellations

Motion:

"BE IT RESOLVED THAT the Okanagan College Board of Governors approves the course cancellations as recommended by Education Council in May 2026 and as presented."

4. REPORTS

4.1. Education Plan

The Provost and Vice President Academic (PVPA) presented the updated Education Plan, highlighting its revised structure and format, including the use of report categories and how the updated approach differs from information previously provided annually to the Board and Education Council.

The current Education Plan reflects a review of inactive courses, which had not been completed for several years. A three-year review period was applied to identify programming that should no longer appear in the Academic Calendar, taking into account the College's two-year program context.

Advice on the Education Plan was received from Education Council. In future a separate report on non-credit programs and courses will be provided to the Board and Education Council after implementation.

The PVPA provided context on the Viticulture Technician Diploma, noting that it has not been offered for five years and that, while the current curriculum is science-based, its renewal will focus on the practice of viticulture.

In relation to the policies presented for Board approval this month and the profitability formula approved by the Board in May, a member raised concerns about programs included on the suspension list and expressed support for maintaining the Office Administration programming.

The Provost and Vice President Academic clarified that individual programs and courses within Office Administration, such as the Legal Administrative Assistant program, are being transitioned to other program areas. The PVPA also noted that comparison with other institutions indicates similar Office Administration programs have been closed elsewhere. The President clarified that the Education Plan reflects a refocusing on the College's programming strengths. The Provost suggested that Office Administration content may be better delivered through shorter, repackaged courses or Continuing Studies to meet community needs, noting that students often enrol in individual courses rather than completing the full program.

The President highlighted that Culinary programming was included on the suspension list because a review of the programming is underway with SkilledTrades BC.

A member asked how Continuing Studies programming would be reflected in the Education Plan, given its purpose of remaining responsive to community and learner needs. The President noted that the list can be updated throughout the year and that Continuing Studies programming may be included, from a governance perspective, in category 2 (recommended for intake suspension) or category 3 (recommended for cancellation due to low enrolment).

Motion:

"BE IT RESOLVED THAT the Okanagan College Board of Governors approves the 2026 Education Plan and academic priorities as presented."

G. Chand
CARRIED

5. REPORTS

5.1. Chair Report

The Chair gave a report and noted the Executive Committee met on June 16. The Chair thanked members for attending Convocation ceremonies and Trades Ministry events over the past month.

5.2. President's Report and Analysis

The President provided highlights from the report including that the enrolment curve is going in the right direction. It was noted the Mandate Letter issued at the beginning of this government is anticipated to continue for the duration of the term and that an additional mandate letter will not be issued.

Current messaging around the post-secondary review submitted to government indicates that the report may be released in early-Fall, and that it could be accompanied by a response from government.

The President highlighted the College's financial position as of Q1 2026/27. It was further noted that workforce mitigation and reductions and delayed impacts from enrolment are anticipated to reach their lowest point in Fall 2027.

The President highlighted that the Board can anticipate an invitation to the steel standing in August at the BPL Hangar construction site north of the Kelowna airport. The President also noted the College's involvement as title sponsor of Touchdown Kelowna and as a sponsor of the Memorial Cup, and extended special thanks to the Vice President, Enrolment and College Relations' team for their support at these community events.

5.3. Finance, Audit and Risk Committee Report

The Committee Chair noted that they met on June 16 and reviewed the Audited Financial Statements. The Committee Chair thanked the management team for contributions to the audit and highlighted the Committee's discussion around one of the misstatements at the Kelowna campus.

5.3.1. Audited Financial Statements 2025/26

The CFO & Vice President Corporate Services provided an overview of the audited financial statements for 2025/26.

The CFO & VPCS expressed appreciation for the Financial Services team and noted that this is year three of a five-year audit term with the Office of the Auditor General. Highlights included a qualified opinion arising from the

difference between public sector accounting standards and the accounting framework applied by the College.

The CFO & VPCS outlined growth in assets from \$60.9 million to \$65.4 million, largely due to capital projects such as Penticton Student Housing, the Centre for Food, Wine and Tourism, and the Recreation and Wellness Centre. It was also noted that liabilities increased by 20%, from \$253 million to \$304 million, due to deferred contributions. The College's accumulated surplus decreased by 20% and was slightly better than budgeted. Income statement revenue was higher than budgeted and lower than the prior year, reflecting a difference in grant funding from the previous year. Expenses were higher than budgeted.

The CFO also noted that there were no changes to the notes to the financial statements, other than the addition of Note 3 to better communicate asset useful lives by category.

A member inquired about the accounts receivable increase and the CFO & VPCS noted it is due to timing at year end for capital projects.

Motion:

"BE IT RESOLVED THAT the Okanagan College Board of Governors approves the 2025/26 Audited Financial Statements as recommended by the Finance, Audit and Risk Committee."

D. Safinuk
CARRIED

5.3.2. Strategic Risk Reserve Policy

The CFO and Vice President Corporate Services (CFO & VPCS) provided an overview of the proposed Strategic Risk Reserve Policy, noting that it aligns with the College's enterprise risk management framework. The policy formalizes the approach for determining an appropriate strategic reserve and contingency amount for the College, supported by a three-year forecast that will be updated regularly. The CFO noted that the College is currently close to the target strategic risk reserve amount of \$15 million.

Motion:

"BE IT RESOLVED THAT the Okanagan College Board of Governors approves the Strategic Risk Reserve Policy as recommended by the Finance, Audit and Risk Committee."

5.3.3. Student Recreation Fees

The CFO and Vice President Corporate Services provided background on the proposed Student Recreation Fees, noting that the College is responsible for ancillary operating costs although the recreation facility was funded through donations. It was noted that establishing a mandatory fee is required as part of the operating plan. Notional fee approval was requested from the Ministry, and consultation with the Student Unions informed the final proposed fees.

The intention is for the fee to apply each term, including the summer term, at the Kelowna and Penticton campuses, with a half rate fee for Vernon. The fee would apply to part-time and full-time students with exceptions for students in Microcredential and adult upgrading programs.

Kelowna students will have access to the gymnasium and running track, and to dedicated student access times, as well as City of Kelowna classes offered at the facility. Community programming will also be offered from the facility.

The College continues to work on access to other City facilities at a discounted rate. Financial aid will be available, and it was noted that the proposed fees are within the Tuition Limit Policy.

Motion:

"BE IT RESOLVED THAT the Board of Governors approves the proposed mandatory student recreation fees as recommended by the Finance, Audit & Risk Committee and as presented."

C. Battersby
CARRIED

5.3.4. Rescind Finance Auditor Policy

The CFO and Vice President Corporate Services provided an overview of the rationale for rescinding the Finance Auditor Policy, noting this is part of the College's ongoing policy renewal. The full-time equivalent (FTE) audit requirement has not been required since 2005, and the College and Institute Act requires the Board to appoint an auditor.

Motion:

"BE IT RESOLVED THAT the Okanagan College Board of Governors approves rescinding the Finance Auditor Policy as recommended by the Finance, Audit and Risk Committee."

G. Chand
CARRIED

5.4. Governance Committee Report

The Committee Chair noted they met June 16, and reviewed and recommended policies before the Board today.

This included an overview of the policy framework from the Provost and how these policies represent governance oversight and foresight. The Committee appreciated receiving Education Council's advice.

The Committee proposed an amendment reflected in section 7 of the Non-Credit and Service Contract Course and Program Implementation and Cancellation Policy to better align with the language in the College and Institute Act.

5.4.1. Revised Admissions Policy

The Provost and Vice President Academic (PVPA) outlined the new admissions approach reflected in the revised policy, including the move from first-come, first-served model to a first-qualified, first-admitted model. The revised approach is intended to support enrolment management and improve waitlist practices. The

PVPA noted that Education Council's advice regarding visiting students was retained.

A member expressed support for the revised admissions process.

Motion:

"BE IT RESOLVED THAT the Okanagan College Board of Governors approves the revised Admissions Policy as recommended by the Governance Committee."

G. Chand
CARRIED

5.4.2. Rescind Program and Service Standards Policy

The Provost outlined the rationale for rescinding the policy, describing the policy as primarily aspirational, with related statements already reflected in other policies and the strategic plan.

The Education Council Chair suggested that educational services be defined, including teaching and learning, educational technology, and accessibility. It was noted the Program Quality Review and Renewal Policy does not address these.

The President noted that a definition could be developed and that the existing policy gap could be further reviewed, with a future update brought to the Board.

A member asked about the risk of rescinding the policy. The President noted that the identified policy gap already exists as a risk and that rescinding the policy does not resolve it.

The motion was amended to include additional direction to Administration to conduct a review of education services.

Motion:

"BE IT RESOLVED THAT the Okanagan College Board of Governors approves rescinding the Program & Service Standards Policy as recommended by the Governance Committee and directs Administration to conduct a review of the definition of education services."

G. Chand
CARRIED

5.4.3. Overall Policies Review

The President noted that the College is nearing the end of a five-year governance review cycle. A comprehensive governance review was completed four years ago, followed by a similar process by Education Council. The final step, completed last year, identified policy gaps, including the absence of policies addressing core teaching and learning activities. The Board has a fiduciary responsibility for policies under its governance authority, including matters under section 19 of the College and Institute Act, while policies under section 23 require Education Council advice. Additional section 23 matters that were not initially identified as priorities for policy development are forthcoming. The College is now positioned to continue evolving its education framework during the next five-year review cycle.

5.4.4. Management of Courses and Programs Policy

The Provost and Vice President Academic noted that the policy is a Board policy focused on their legislative responsibility. The policy provides a governance framework to clarify the Board's oversight and foresight role in relation to courses and programs.

Motion:

"BE IT RESOLVED THAT the Okanagan College Board of Governors approves the Management of Courses and Programs Policy as recommended by the Governance Committee."

S. Hamilton
CARRIED

5.4.5. Non-Credit and Service Contract Course and Program Implementation and Cancellation Policy

The Provost and Vice President Academic (PVPA) outlined the new policy, noting that non-credit programming is distinct from the College's academic programming and is intended to be fully cost-recovered and revenue-generating. The PVPA noted that the policy is intended to align with the College and Institute Act and establish an administrative framework that allows non-credit programming to respond more quickly to community needs, market opportunities, and individual learners. Administration will report back to Education Council and the Board on non-credit programming activity.

The Education Council Chair referred to their written report in the consent agenda and noted that concerns around the policy had been discussed with the Board Chair and Governance Committee Chair. The Education Council Chair also noted that the policy presents an opportunity for Board education on non-credit programming. They further explained that Continuing Studies' public webpage does not clearly distinguish between credit and non-credit programming and includes categories such as certificates, microcredentials, individual courses, and new or one-time non-credit offerings. The Education Council Chair suggested that similar distinctions are not clear for students in the Academic Calendar.

The Education Council Chair suggested that section 6.1, which delegates authority for non-credit programming to the President, is not standard practice at other post-secondary institutions. They noted that non-credit programming generally falls into two categories: certificates of completion and certificates of participation. The Education Council Chair stated that Education Council reviews learning outcomes, while assessment of student learning is delegated to Education Council for programming that does not ladder into a credential. They further noted that, in a review of 32 non-credit programs, each included admissions requirements, graduation requirements, and courses assessments.

A member asked about the risks of adopting the policy. The Education Council Chair expressed concern that the policy could weaken academic quality oversight. The Provost and Vice President Academic noted that non-credit programming

has an established quality assurance process and system, and that academic programming processes may be less responsive.

The Education Council Chair highlighted that certificate programs are recognized at convocation and the President clarified that the ceremonies celebrate both convocation and commencement and are titled as such.

A member asked why two quality assurance processes are needed and whether this creates confusion. The Provost and Vice President Academic responded that College programming can serve different groups of learners.

The President noted that the College and Institute Act distinguishes between credit and non-credit programming and defines the respective roles of Education Council and the Board. The policy codifies the principles for quality assurance in non-credit programming, which may be assessed using different metrics.

A member asked whether the Board had met the statutory timelines for requesting advice from Education Council. It was confirmed that the timelines under the Act had been met.

A member referred to section 6.2 of the policy, which states that non-credit courses are not subject to Education Council approval. The Provost and Vice President Academic outlined that the College and Institute Act permits that level of governance to be delegated to the institution.

A member outlined that there is a difference between legislative requirements and cultural norms or past practice.

The Education Council Chair highlighted that academic expertise is important to the review of program learning outcomes and student evaluation and expressed concern about delegating this authority. It was suggested that new learning outcomes be reviewed by Education Council, while cancellation authority remain delegated to the President. The President clarified that non-credit programming falls under the Provost and Vice President Academic, who has expertise in pedagogy and curriculum design.

S. Hamilton left the meeting at 10:26a.m.

A member suggested the College is the only institution that offers the Education Assistant Certificate (EAC) through Continuing Studies and that review by Education Council is not a barrier.

The President highlighted that this reflects past practice. The Education Council Chair noted the EAC is a non-credit. The President noted the policy includes a definition of certificate.

A member asked what information Education Council receives to support governance oversight and highlighted the Board's role as governors. The member suggested that the policy reflects a new cultural norm at the College, with the

Executive Team responsible for implementation and the Board responsible for holding Administration accountable.

Motion:

"BE IT RESOLVED THAT the Okanagan College Board of Governors approves the Non-Credit and Service Contract Courses and Programs Implementation and Cancellation Policy as recommended by the Governance Committee."

D. Safinuk
CARRIED

A. Alexander left the meeting and the meeting recessed at 10:39a.m.

The meeting resumed at 10:51a.m.

The Education Council Chair requested permission from the Chair to raise a personal point of privilege and stated that they wished to respond to comments made during a previous discussion.

The President responded by clarifying the intent of comments made during the previous discussion.

5.4.6. New Credit Course and Program Implementation Policy

The Provost and Vice President Academic provided an overview of the new policy noting it represents a development framework for new credit programs and courses. The Council's advice and responses by Administration were outlined.

Motion:

"BE IT RESOLVED THAT the Okanagan College Board of Governors approves the New Credit Course and Program Implementation Policy as recommended by the Governance Committee."

C. Battersby
CARRIED

5.4.7. Credit Course and Program Suspension and Cancellation Policy

The Provost and Vice President Academic provided an overview of the new policy and noted that further consideration will be given to how adult upgrading programming aligns with the policies presented.

Motion:

"BE IT RESOLVED THAT the Okanagan College Board of Governors approves the Credit Program and Course Suspension and Cancellation Policy as recommended by the Governance Committee."

G. Chand
CARRIED

5.5. Human Resource Committee Report

The Committee Chair gave a report noting that the committee met on June 16 and reviewed and supports the revised Sexual Violence and Misconduct Policy.

5.5.1. Revised Sexual Violence and Misconduct Policy

The President provided an overview of the policy revisions, noting they primarily reflect legislative compliance with updates to the Sexual Violence and Misconduct Policy Act.

Motion:

"BE IT RESOLVED THAT the Okanagan College Board of Governors approves the revised Sexual Violence and Misconduct Policy as recommended by the Human Resource and Compensation Committee."

J. Fowler
CARRIED

5.6. Education Council

5.6.1. New Course

The Education Council Chair presented the new course and reminded the Board that they approve its implementation. It was highlighted that this is an elective for the Associate of Arts Degree.

Motion:

"BE IT RESOLVED THAT the Okanagan College Board of Governors approves the new course: PSYC 345 The Psychology of Murder as recommended by Education Council and as presented."

D. Safinuk
CARRIED

5.6.2. New Programs

The Education Council Chair presented the new programs. The Fundamentals in Architecture, Construction and Engineering Microcredential introduces students to the built environment and prepares them for entry-level employment or upskilling opportunities. The pilot is funded through the BC Workplace Innovation Fund, and the Provost and Vice President Academic noted that the College supported practicum placements last year.

The Greenhouse Fundamentals Microcredential provides learners with greenhouse operations knowledge and prepares them for entry-level and supervisory roles in agricultural settings. The program is funded by Colleges and Institutes Canada and was developed through the C2R2 partnership.

The Leadership Skills for IT Professionals Microcredential consists of 150 hours delivered through four non-credit courses and is intended to support upskilling. The Provost and Vice President Academic noted that tuition is cost-recovered with six participants.

A member asked whether these programs would be included in the annual non-credit programming report. The President clarified that prior learning could be recognized through admissions processes or through prior learning assessment and recognition by Education Council or departments.

A member asked whether enrolment and completion data would be included in the report. The President noted that this could be considered and would also reflect cost recovery.

Motion:

“BE IT RESOLVED THAT the Okanagan College Board of Governors approves the new programs and related courses for the:

- ***Fundamentals in Architecture, Construction and Engineering Microcredential;***
- ***Greenhouse Fundamentals Microcredential; and***
- ***Leadership Skills for IT Professionals Microcredential as recommended by Education Council and as presented.”***

D. Safinuk
CARRIED

5.6.3. Program Revisions

The Education Council Chair presented the program revisions and summarized the Board’s approval responsibilities.

A member highlighted that these non-credit programs would not return to the Board or Education Council for review under the proposed policy framework.

The Provost and Vice President Academic noted that Continuing Studies is constantly investing in curriculum updates to improve program relevance. The related fees and delivery modalities were outlined, and it was noted that reinvestment is high because the Education Assistant Certificate program is popular with students and industry.

For the Mathematics and Statistics Emphasis, the Education Council Chair noted that emphases provide pathways for students to choose and that missing teaching qualifications had been added.

For the Post-Diploma Certificate in Data Science, the Education Council Chair noted that the revisions apply for fall 2026 and support full-time completion within one academic year. The program is moving from 24 to 30 credits in statistics and data science.

Motion:

“BE IT RESOLVED THAT the Okanagan College Board of Governors approves the program revisions, and related course revisions where applicable and as recommended by Education Council for the:

- ***AutoCAD Skills Certificate;***
- ***Education Assistant Certificate;***
- ***Common First Year Engineering Certificate;***
- ***Health Care Assistant Certificate; and***
- ***Mathematics and Statistics Emphasis of the Associate of Science Degree;***
- ***Post Diploma Certificate in Data Science.”***

The Education Council Chair presented the revised business programs and noted that further revisions are expected to come forward to the Board next year. The revisions clarify faculty qualifications and laptop requirements.

J. Fowler
CARRIED

Motion:

"BE IT RESOLVED THAT the Okanagan College Board of Governors approves the program revisions for the following Business Administration programs as recommended by Education Council and as presented:

- ***Bachelor of Business Administration;***
- ***Bachelor of Business Administration, Accounting Specialty;***
- ***Business Administration Diploma;***
- ***Business Administration Diploma, Accounting Option;***
- ***Business Studies Certificate,***
- ***Small Business Computer Accounting."***

C. Battersby
CARRIED

6. NEW BUSINESS

6.1. Open Studies Administration Fee

The Provost outlined the new fee for enrolment in Open Studies, noting it is an administrative fee per term enrolled.

Motion:

"BE IT RESOLVED THAT the Okanagan College Board of Governors approves the Open Studies Administration Fee as presented."

C. Battersby
CARRIED

7. BUSINESS ARISING FROM CONSENT AGENDA

7.1. BCIS Honours Tuition Fees

The President clarified that the tuition fees outlined in the briefing note are to be charged per credit rather than per course. A member asked how the proposed fee compares with those at other institutions and the Provost and Vice President Academic noted that fees are reviewed across the province.

Motion:

"BE IT RESOLVED THAT the Okanagan College Board of Governors approves the tuition rates per credit for the two new courses (COSC 491 & COSC 492) in the BCIS Honours program as presented."

G. Chand
CARRIED

8. OTHER BUSINESS

No other business was raised.

9. ADJOURNMENT

The meeting adjourned at 11:30a.m.

CARRIED