

**BOARD OF GOVERNORS
REGULAR MEETING
February 23, 2016; 10:45 a.m.
Room S103B, Kelowna Campus**

**AGENDA
OPEN SESSION**

Attachment Approximate
 Time

- 1 APPROVAL OF AGENDA
 CONSENT AGENDA**

Recommended Motion

"BE IT RESOLVED THAT the Consent Agenda be approved as presented".

- | | | |
|-------|-----------------------------------|---|
| 3.1 | MINUTES – January 26, 2016 | A |
| 3.2 | WRITTEN REPORTS | |
| 3.2.1 | President's Report (J. Hamilton) | B |
| 3.3 | APPROVALS | |
| 3.4 | INFORMATION | |

4

6 NEW BUSINESS/RESOLUTIONS

- 6.1 Finance, Audit and Risk Review Committee (B. McGowan)
- 6.1.1 Committee Chair Report
- 6.1.2 ABE/ESL Tuition

Second Language (ESL) courses as recommended by the Finance, Audit and Risk Review Committee.”

- | | | | |
|-----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|------------|
| 6.1.3 | Domestic Tuition
<u>Recommended Motion:</u>
<i>“BE IT RESOLVED THAT the Okanagan College Board of Governors approve an increase to domestic tuition and mandatory fees for 2016/17 by 2% as recommended by the Finance, Audit and Risk Review Committee”</i> | D | 11:35 a.m. |
| 6.1.4 | International Tuition
<u>Recommended Motion:</u>
<i>“BE IT RESOLVED THAT the Okanagan College Board of Governors approve an increase to international tuition for 2016/17 by 2% for 2016/17 as recommended by the Finance, Audit and Risk Review Committee”</i> | E | 11:45 a.m. |
| 7 | VERBAL REPORTS | | 11:55 a.m. |
| 7.1 | Board Chair Report (C. Denesiuk) | | |
| 7.2 | President’s Report (J. Hamilton) | | |
| 7.3 | Education Council Chair (C. Bransfield) | | |
| 8 | INFORMATION | | |
| 9 | TOPICS FOR NEXT MEETING | | |
| 10 | OTHER BUSINESS | | |
| 11 | FOR THE GOOD OF THE INSTITUTION | | |
| 12 | DATE OF NEXT MEETING March 29, 2016, Kelowna Campus | | |
| 13 | ADJOURNMENT | | 12:15 p.m. |

**Consent Agenda Resolutions
Attachment A**

Item 3.1

Recommended Motion

“BE IT RESOLVED THAT the January 26, 2016, open session minutes be approved.”

MINUTES OF REGULAR MEETING OF THE
OKANAGAN COLLEGE BOARD OF GOVERNORS
Open Session

Tuesday , January 26, 2016 , 1 p.m.
Room S103B, Kelowna Campus

Members Present: C. Denesiuk (Chair)
A .Beaumont

2. DECLARATION OF CONFLICT

No conflicts were declared.

3. CONSENT AGENDA

Motion: L. Thurnheer/J. Maciel

RESOLVED THAT the Consent Agenda be approved

Items Approved:

RESOLVED THAT the Consent Agenda be approved

R SHQ V H V L R Q P L Q X W H V E H

MOTION CARRIED

4. BUSINESS ARISING FROM THE MINUTES

5. PRESENTATION/DELEGATIONS

5.1 OCSU Students (C. Grisch, B. Berchowitz, D. Sullivan)¹

A handout was distributed.

In the Presentation the students made the following recommendations:

- (1) That the ABE tuition fee implementation and structure be heavily examined, as consequences are evident from institutions that have already begun implementing fees;
- (2) That the ABE application process include a supplemental enrolment aspect where Okanagan College proactively assists with financial aid by helping students fill in the necessary paperwork for the AUG funding;
- (3) That efforts be made on finding donors and charitable organizations for bursaries for ABE students and conversations occur with existing donors to discuss inclusive eligibility requirements.

The President noted that the recommendation of aid students to fill out the paperwork is being looked at and will come back to the Board at a future meeting. It was noted that the application can be challenging for some students.

It was suggested that once the process is established, a system be set up to monitor it on an ongoing basis.

The Chair thanked the students for their presentation and noted that the recommendations are appreciated.

6. NEW BUSINESS/RESOLUTIONS

6.1

MOTION CARRIED

Motion : C. Bransfield/S. Johal

3% (,7 5(62/9(' 7+\$7 WKH %RDUG DSSURYAssoWke of Arts:EnglshR Q WR WKH
Emphasis, DV UHFRPPHQGHG E\ (GXFDWLRQ &RXQFLO DQG DV SUHVHQW HG
MOTION CARRIED

6.2 Finance, Audit and Risk Review Committee (J. Maciel)

6.2.1 ABE/ESL Tuition ±removed from agenda

6.2.2 Report from Chair

On January 12, 2016, the students from OCSU gave a presentation and presented two recommendations. It was very good presentation and was well received.

Administration is working through the budget process by meeting with each budget unit manager. The general tuition proposal will come to the February 9th Finance Committee.

7. VERBAL REPORTS

7.1 Board Chair Report (C. Denesiuk)

The Board Chair and President meet with the Minister on January 14th. They and MLA, Eric Foster, toured the iEMC Chair

9. TOPICS FOR NEXT MEETING

10. OTHER BUSINESS

11. FOR THE GOOD OF THE INSTITUTION

S. Jung is going to Montreal to compete in the Vanier Canadian Marketing Competition from February 11th ±15th.

12. DATE OF NEXT MEETING: February 23, 2016, Kelowna Campus

13. ADJOURNMENT

Motion to adjourn: S. Johal/D. Manning

MOTION CARRIED

The meeting adjourned at 1:40 p.m.

f Over the weekend of February 5-7th the College once again supported the annual Canadian Culinary Championships competition. The institution not only hosted the Black Box competition but also provided more than 50 culinary and pastry Arts students to support the 11 Chefs as they competed.

f Steaming bowls of soup made by local restaurants were distributed at the inaugural Enactus Okanagan event held in Salmon Arm on January 21. The event raised \$2,000, of which \$1,000 went to support the Second Harvest Food Bank and \$1,000 will support ongoing Enactus projects in Salmon Arm.

Organizational Sustainability

f More than 175 employees attended information sessions about the new Strategic Plan that were held at each campus in January. At each session I encouraged employees to engage at their department level to discuss how the plan can guide the day-to-day and long term activities of the College.

f On January 20, Martha Piper spoke at the Kelowna Chamber of Commerce luncheon to celebrate 10

Submission of Information from Senior Staff to the Board of Governors

Report Title:	Domestic ABE and ESL Tuition Rates
Date:	February 16, 2016
Background Information:	<p>At the March 2015 Board meeting the Board approved establishing tuition fees for domestic Adult Basic Education (ABE) students and English as a Second Language (ESL) students. The Board directed administration to base the fees on a number of conditions. Attached is a report that outlines:</p> <ol style="list-style-type: none"> 1. Background Information 2. Consultation Process 3. Sector Tuition Comparators 4. Financial Assistance for ABE & ESL Students 5. Recommended Model to Assess Tuition 6. Recommended Implementation of ABE & ESL Tuition Fees <p>The principles that guided the attached implementation plan are:</p> <ol style="list-style-type: none"> 1. That the fees are comparable to those charged at similarly sized colleges and the local school district 2. That the fees fall within the government limit of \$1,600 per semester 3. That the College will provide support to students requiring assistance with applications for grants, scholarships and bursaries 4. That we will provide College financial aid beyond the Adult Upgrading Grant program 5. That the implementation of fees has not altered program delivery <p>See Attachment A and B.</p>
Action Required:	<p>Proposed Resolution s:</p> <p>“Be IT RESOLVED that the Board of Governors approve the implementation plan to charge tuition for domestic Adult Basic Education (ABE) and English as a Second Language (ESL) courses</p>

	as recommended by the Finance, Audit and Risk Review Committee.”
Comments from the President:	I support this motion.
Report prepared and supported by:	R. Daykin – Vice President of Finance and Administration

James Coble, Director, Student Services
Allan Coyle, Director, Public Affairs
Jane Lister, Regional Dean, North Okanagan
Jane Muskens, Registrar

In addition to the regular meetings of the task force a number of other meetings and town halls were held:

- x Andrew Hay and Roy Daykin held meetings with the chairs and coordinators of ACP and ESL on two different occasions.
- x Department meetings with both the AACP and SE departments

t-0ta e e1t0 3. Tn(.6(5w)-Be4(n)2e6)- K. t2

transportation, and unsubsidized childcare costs for the 2015/16 fiscal year, the income thresholds based upon the student's 2014 income. The income thresholds are as follows:

The resulting total tuition for a student would be no more than \$1,600 per semester. This is the maximum allowable tuition level and complies with the Government's direction.

3. Develop and implement a comprehensive communication plan to inform the external community, the internal community, current students and future students
4. Develop and implement a proactive support program to assist students in applying for financial aid.
5. Develop and implement business practices so that ABE and ESL students will not have to pay their tuition until after the student knows the level of financial aid.
6. Add sufficient additional human and other resources to departments (Financial Aid, Instructional areas, Accounts Receivable, Public Relations, Registrar's office) to ensure the increased workload of implementation and ongoing operations can be accommodated.
7. During the transition semester (Summer 2016) all domestic students enrolled in ABE and ESL courses will be funded by either AUG or the Okanagan College Bursary. In this way, no student will pay fees during this trial period.
8. Beginning in September 2016, establish the Okanagan College Bursary to assist domestic students paying ABE and ESL tuition who do not qualify for the Adult Upgrading Grant. Bursary for Fundamental and Intermediate level courses will have no income threshold. The Advanced and Provincial level courses will have a higher income threshold than the Adult Upgrading Grant. Equivalent bursaries would be available for ESL students.

Submission of Information from Senior Staff to the Board of Governors

Report Title:	International Tuition for 2016/17
Date:	February 18, 2016
Background Information:	