



Board of Governors

Meeting

March 11th, 2016

Ayamdigut Boardroom

Present: Paul Flaherty (Chair), Shawn Allen, Alyce Johnson, Mary Samolczyk, Julia Salo, Matthew Landry, Mike Burke, Carol Geddes, Vera Holmes, Karen Barnes (President)

Staff: Deb Bartlette (VP Academic & Student Services), Lacia Kinnear (Director Strategic Growth & Innovation), Kyla Piper (Executive Assistant)

Regrets: Kluane Adamek, Patti Balsillie, Geraldine Van Bibber (Chancellor), Clint Sawicki (VP Research)

Guests: Hon. Doug Graham (Minister of Education), Shyloh van Delft (Student Research Presenter), Katie Aitken (Instructor, Environmental and Conservation Sciences Program), Gayle Corry via FUZE (Director Finance & Administration), Brian Bonia (Director Human Resources), Dawn Macdonald (Institutional Researcher), Colleen Wirth (Director Student & Infrastructure Support), Serge Bagranovski (Manager Safety & Security).

REVIEW AGENDA **MOVED by Mary Samolczyk, SECONDED by Matthew Landry to approve the agenda as amended. CARRIED.**

REVIEW MINUTES OF February 5th, 2016 **MOVED by Vera Holmes, SECONDED by Carol Geddes to approve the minutes from February 5th, 2016 as presented. CARRIED.**

- BUSINESS ARISING**
- President's Office updated policy BOG-08 Monitoring Board Performance to update bringing back evaluation results to the May AND June meeting, and posted on the Yukon College website and MyYC.
 - Vice President Academic & Student Services followed up with the nominators for Honorary Diplomas of this most recent round of nominations to inform them of the decision.
 - President's Office will add criteria and nominator seconding discussions on the next review of policy BOG-12 Honorary Diploma for the Governance Committee.
 - President's Office will be coordinating a presentation to the

Board on the Care Team for the June Board meeting.

**REPORT FROM
FARC**

Paul Flaherty provided an update on the FARC meeting held March 10th, 2016. No motions needed approval at the Board level. FARC approved the re-appointment of Crowe Mackay LLP as the auditor of the pension plan for a five year term with a termination clause added.

Paul updated the Board on the upcoming vote for employees that will be taking place March 29th regarding the proposed increase to employee contributions for the pension plan for the 2016-17 fiscal year.

FINANCE ‘101’

Gayle Corry attended the meeting via FUZE to deliver a presentation on Yukon College financial processes as a training opportunity per the Board’s request.

**GOVERNANCE
COMMITTEE
UPDATE**

Julia Salo provided an update on the Governance Committee meeting held March 10th.

Review of Policy BOG-02 Board Member Responsibilities

Policy BOG-02 Board Member Responsibilities and the Board Bylaws were brought back to the Governance Committee for further review.

No changes were recommended at the Governance Committee meeting to the policy itself, however the attendance piece within the policy that appears in the bylaws was discussed and further changes were made. The Board was in agreement with these recommended changes.

It was also agreed that the service recognition section within the bylaws would be removed and be brought back to the Governance Committee as a separate policy for approval at a future meeting.

MOVED by Julia Salo, SECONDED by Carol Geddes that the Board of Governors approves policy BOG-02 Board Member Responsibilities as presented with the additional changes to wording on attendance within the bylaws. CARRIED.

Board bylaw review and recommendation

Board bylaws review was back on the agenda for the Governance Committee. They were tabled at this meeting for the Board during the report from the Governance Committee and will be brought back to the April Board meeting for final approval.

Review of Policy BOG-03 Yukon College President

Responsibilities

This item was deferred to the April meeting.

University Governance project update

Lacia Kinnear, Director Strategic Growth & Innovation, joined the Governance Committee to lead discussion on university governance. President indicated that in October the President of VIU Ralph Nilsen, the President of Emily Carr Sir Ron Burnett and the President of BCIAU Ruth Wittenberg and will be attending the Board retreat to discuss university legislation and transition.

Action item:

President's Office will place Board Bylaws on the April Board agenda for final approval.

OH&S REPORT

The OH&S monthly and year to date statistics update were provided by Brian Bonia.

PROPOSED BOARD MEETING DATES FOR 2106-17

Proposed dates for Board and Committee meetings were brought forward to the Board for review and approval. It was agreed to the following for 2016-17:

- September 16th-17th (Fri/Sat)
- October 14th-15th (Fri/Sat) – Board Retreat (*may include a brief FARC meeting*)
- November 17th-18th (Thu/Fri)
- December 9th-10th (Fri/Sat) – Joint CCC meeting (Staff Christmas party likely on Dec 10th but will be confirmed at a later date)
- No January meeting
- February 2nd-3rd (Thu/Fri)
- *March 9th-10th (Thu/Fri)* - only if needed*
- April 7th-8th (Fri/Sat)
- *May 11th-12th (Thu/Fri)* only if needed* – Grad on FRIDAY, May 19th
- June 9th-10th (Fri/Sat)

Thurs/Fri schedule:

Thursday:

FARC 5pm-7pm

Friday:

Governance 8:30am-9:45am

Board 10:00am-4:00pm

No COW

Fri/Sat schedule:

Friday:

Governance 2:30pm-4:00pm

FARC 4:00pm-6:00pm

COW 7:00pm-9:00pm

Saturday:

Board 9:00am-3:00pm

**EMERGENCY
RESPONSE
MEASURES AT
YUKON COLLEGE**

Director Student Infrastructure Support Colleen Wirth attended the meeting to present a draft plan for emergency measures at Yukon College. An additional document was provided at the meeting that presents a quick visual on how to manage emergency responses. Once finalized training, communication, practices and table top exercises will occur with all relevant parties.

Action items:

President's Office will forward color-coded visual emergency response document to the Board.

Director Student Infrastructure Support will bring the final plan back to the Board for training once complete.

Director Student Infrastructure Support will incorporate recommended changes brought forward to the Board into the plan.

**LAND USE AND
DEVELOPMENT
PROCESS**

Karen Barnes delivered a presentation as follow up on the master land use plan. the presentation identified mechanisms to ensure development follows protocols appropriate to the College, its strategic direction and goals, the public, and governments. Questions asked of the Board were:

1. Approve review cycle for Land Plan and incorporate into Board planning cycle
 - a. Five year review cycle that includes language for earlier review was agreed to.
2. Recommend a preferred strategy for dealing with land planning i.e. establish advisory board, bring decisions to Board of Governors, etc.
 - a. An Advisory Board was recommended, with a member of the Board sitting on such.
3. Pursue an MOU with the City of Whitehorse
 - a. The Board has recommended pursuing this.

PRESIDENTIAL SEARCH

Paul provided an overview of the plan for the next several months for the recruitment of a new President. An Advisory Selection Committee will be responsible for the process and overseen by the External Relations Committee.

CHANCELLOR APPOINTMENT

The current Chancellor's term will come to an end in September. It was requested that the Board bring forward potential candidates for the appointment of a new Chancellor to the April meeting.

AGENDA ITEMS FOR FUTURE MEETINGS

The following topics should be considered for future Board meetings in addition to items previously added:

- Presentation regarding trades and tour of CNIM

Action item:

President's Office will arrange a trades/CNIM presentation and tour for the June Board meeting.

STUDENT RESEARCH PRESENTATION

Student Shyloh van Delft attended the meeting to present her findings from her research project she undertook in summer 2015 under Dave Mossip.

MINISTER GRAHAM VISIT

Hon. Minister of Education Doug Graham joined the meeting for the student research presentation delivered by Ms. Van Delft. He was also present to discuss the new vision for Yukon Education as well as his priorities for the College and Government and to hear from Board members.

REVIEW DRAFT STRATEGIC PLAN

The draft Strategic Plan for 2016-2021 was brought back to the Board for final review and approval.

The draft layout, communication plan, and SPIs (Strategic Performance Indicators) will be brought forward to the Board for approval at the April Board meeting.

MOVED by Matthew Landry, SECONDED by Julia Salo that the Board of Governors accepts the 2016-2021 Strategic Plan as presented. CARRIED.

STAFF REPORTS

Karen Barnes on behalf of herself and on behalf of Yukon Research Centre, Deb Bartlette, and Lacia Kinnear provided reports on recent activities.

She also noted that a nomination has come forward for consideration for conferring an honorary diploma at convocation. Academic Council will be reviewing this nomination through due

process. Pending outcome from Academic Council the nomination can then be brought forward to the Board in April for approval.

Paul Flaherty provided a brief verbal report, which included:

- Paul and Karen met with the Minister of Education March 10th to discuss: community campuses, international student, housing, quality assurance, pension update, and land reserve.
- Paul and Karen will be meeting separately next week with a consultant with KPMG to discuss the feasibility of university development in Nunavut.

Action item:

President's Office will place Honorary Diploma on the April Board agenda depending on outcome of discussion at Academic Council.

**IN CAMERA
SESSION**

MOVED by Matthew Landry, SECONDED by Mary Samolczyk to commence in camera session at 1:44pm. CARRIED.

MOVED by Matthew Landry, SECONDED by Alyce Johnson to close in camera session at 1:48pm. CARRIED.

ADJOURNMENT

Meeting was adjourned at 1:49pm.

SUMMARY OF ACTION ITEMS:

- President's Office will place Board Bylaws on the April Board agenda for final approval.
- President's Office will forward color-coded visual emergency response document to the Board.
- Director Student Infrastructure Support will bring the final plan back to the Board for training once complete.
- Director Student Infrastructure Support will incorporate recommended changes brought forward to the Board into the plan.
- President's Office will arrange a trades/CNIM presentation and tour for the June Board meeting.
- President's Office will place Honorary Diploma on the April Board agenda depending on outcome of discussion at Academic Council.