



Board of Governors

Meeting

April 9th, 2016

Ayamdigut Boardroom

Present: Patti Balsillie (A/Chair), Shawn Allen, Alyce Johnson, Mary Samolczyk, Julia Salo, Matthew Landry, Mike Burke, Carol Geddes, Vera Holmes, Kluane Adamek, Geraldine Van Bibber (Chancellor), Karen Barnes (President), Janet Moodie (Interim President)

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

Regrets: Paul Flaherty (Chair)

Guests: Gayle Corry (Director Finance & Administration), Brian Bonia (Director Human Resources), Jacqueline Bedard (Director College Relations), Dawn Macdonald (Institutional Researcher), Scott Miller (McDowell Group), Paul Kishchuk (Vector Research)

REVIEW AGENDA **MOVED by Julia Salo, SECONDED by Mike Burke to approve the agenda as amended with the addition of discussion of dates for the June Board meeting. CARRIED.**

REVIEW MINUTES OF March 11th, 2016 **MOVED by Vera Holmes, SECONDED by Shawn Allen to approve the minutes from March 11th, 2016 as presented. CARRIED.**

BUSINESS ARISING

- President's Office placed Board Bylaws on the April Board agenda for final approval.
- President's Office forwarded 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; this has been recommended for September.
- Director Student Infrastructure Support will incorporate recommended changes brought forward to the Board into the plan.

- President's Office is in process of coordinating a trades/CNIM presentation and tour for the June Board meeting.
- President's Office placed Honorary Diploma on the April Board agenda for decision.

REPORT FROM FARC

Matthew Landry provided an update on the FARC meeting held April 4th, 2016.

Review pension plan governance

Yukon College performed an annual review of the governance of the plan. FARC reviewed the summary and agreed no changes were required.

Approve College budget for 2016-17

The draft budget for 2016-17 was presented showing a projected operational surplus/deficit of \$0.

MOVED by Matthew Landry, SECONDED by Carol Geddes that the Board of Governors approves the 2016-17 budget as presented. CARRIED.

Approve board budget for 2016-17

The draft board budget for 2016-17 was presented with a budget of \$61,507.

MOVED by Matthew Landry, SECONDED by Julia Salo that the Board of Governors approves the 2016-17 board budget as presented. CARRIED.

Security Audit

Jonathan Baynes attended FARC to present findings from the security audit undertaken in 2015, and identified next steps.

SOVA evaluation

Deb Bartlette attended FARC to present the summary of findings from the SOVA evaluation conducted by Vector Research in the fall of 2014.

University transition budget

Yukon Government has approved \$500,000 per year for the next three years to assist with university transition.

Infrastructure funding announcement

Yukon College received notification that the federal government would be making an announcement on the Post-Secondary Institutions Strategic Investment Fund (PSISIF). FARC has

recommended that the priority for this application be the science building.

**EXTERNAL
RELATIONS
COMMITTEE
UPDATE**

Patti Balsillie provided an update on the External Relations Committee meeting held April 4th.

The ERC has agreed to the use of a search firm for the recruitment of a President in anticipation of Dr. Barnes' retirement in 2017. The draft RFP will be brought back to the ERC at their May meeting.

An Advisory Selection Committee will be used to facilitate the Presidential recruitment. Patti Balsillie will be the Chair of this committee. Final recommendation on the hire will be made by the Board.

Janet Moodie updated the ERC on what Yukon College can anticipate with respect to government operations during the upcoming territorial election.

**GOVERNANCE
COMMITTEE
UPDATE**

Patti Balsillie provided an update on the Governance Committee meeting held April 8th.

Evaluations

The Governance Committee reviewed the board, board chair and president evaluation tools in preparation for bringing them forward to the Board. Patti reminded the Board to complete the survey by April 30th deadline.

Review of Policy BOG-03 Yukon College President Responsibilities

Policy BOG-03 Yukon College President Responsibilities was brought back to the Governance Committee for further review. The following changes were noted:

- Remove: Expend more funds than will be received in the fiscal year, based on the College's Statement of Operations after adjustment has been made for non-cash transactions including employee leave, amortizations and change in Pension Benefit Asset.
- Remove the dollar amount identified for purchases (\$25,000) & change language to read as follows: Make any purchase over the amount authorized in the procurement policy without having obtained comparative prices and quality unless sole sourcing is demonstrably justified.

MOVED by Carol Geddes, SECONDED Kluane Ademak by to

accept the changes to Policy BOG-03 Yukon College President Responsibilities as presented. CARRIED.

Discussion of co-Vice Chair

The piece of legislation within the Yukon College Act pertaining to appointment of vice-Chair(s) was brought forward to the Governance Committee for discussion on whether or not the Board should consider the appointment of a co-Vice Chair.

The Governance Committee Chair brought forward to the Board a recommendation that the Board consider ensuring the appointment of two Vice-Chairs, and that there is balanced representation between both First Nation and non-First Nation as a practice.

Action item:

The President's Office will revise Policy BOG-02 Board Member Responsibilities to include language for the inclusion of two Vice-Chairs and balanced representation and bring back to the Governance Committee for review.

University Governance project update

Lacia Kinnear joined the Governance Committee to lead discussion on university governance by completing an exercise on bi-cameral governance that was started at the March meeting.

MOTION TO APPROVE REVISED BOARD BYLAWS

Patti Balsillie brought forward the final draft of the revised board bylaws for approval by the Board of Governors.

MOVED by Julia Salo, SECONDED by Vera Holmes that the Board of Governors approves the revised Board bylaws as presented. CARRIED.

Action item:

The President's Office will forward a copy of the approved revised bylaws to the Minister of Education for endorsement.

OH&S REPORT

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

STRATEGIC PLAN DRAFT LAYOUT

Jacqueline Bedard, Director of College Relations, attended the Board of Governors meeting to inform the Board of the plan for the printing and distribution of the 2016-21 Strategic Plan. It has been recommended that the changes for printing and distribution for this plan include replacing the larger 20 page document published for the 2013-2016 plan with a smaller 6-8 page document, and to include a greater web presence with an interactive document.

Other suggestions for the printing and distribution of the 2016-2021 Strategic Plan included:

- Looking at hosting a booth at student recruitment fairs;
- Grand Chief election/CYFN general assembly occurs this summer; it may be an opportunity to reach out to a large number of community members;
- Provide copies to the Community Campus Committee Chairs and Committee members;
- Video-recording a presentation and place it on the Yukon College website;
- Presence through the Department of Education (YG website or presentation to public schools branch on university transition);
- Ensuring web presence accommodates those with visual or auditory impairments.

**MAY 20th
CONVOCATION**

Jacqueline Bedard, Director of College Relations, attended the Board of Governors meeting to inform the Board of the upcoming May 20th Convocation and to provide information regarding the keynote speaker for the two ceremonies.

**STRATEGIC
PERFORMANCE
INDICATOR (SPI)
REVIEW**

Dawn Macdonald, Institutional Researcher, attended the Board of Governors meeting to present the final draft of the recommended Strategic Performance indicators (SPIs) for approval. The approved SPIs will be used to monitor progress of the 2016-21 Strategic Plan.

MOVED by Matthew Landry, SECONDED by Alyce Johnson that the Board of Governors approves the Strategic Performance Indicators as presented. CARRIED.

**SOCIOECONOMIC
IMPACT STUDY
RESULTS**

Scott Miller from McDowell Group and Paul Kishchuk from Vector Research joined the Board to present the findings of the socioeconomic impact study conducted by McDowell Group and to answer questions. The executive summaries and reports prepared by McDowell Group were provided to the Board in their meeting package.

**BOARD AND
BOARD CHAIR
EVALUATIONS**

The survey links to the Board and Board Chair evaluations for 2015-16 were provided to the Board of Governors. The Board has been asked to complete these evaluations by April 30th. Results will be compiled and presented for discussion at the June Board meeting.

**PRESIDENT
EVALUATION**

The survey link to the President evaluation for 2015-16 was provided to the Board of Governors. The Board has been asked to complete this evaluation by April 30th. Results will be compiled and presented for discussion at the June Board meeting.

**CCC – WCC
APPOINTMENT**

As per the College Act, proposed CCC members are required to be officially appointed to the CCC by the Board of Governors.

There is one proposed appointment to the WCC CCC for the Board to consider:

- Joel Macht.

MOVED by Matthew Landry, SECONDED by Alyce Johnson that the Board of Governors appoints Joel Macht to the Whitehorse Correctional Centre Community Campus Committee. CARRIED.

**CHANCELLOR
APPOINTMENT**

At the March Board meeting, it was agreed that Board members would bring forward to the April board meeting names of individuals for further consideration for the role of Chancellor. Potential candidates were discussed at this meeting as was the process for the next several months. It was agreed that biographies will be created for each of the candidates and External Relations Committee will meet in May for further consideration. A recommendation will come back to the Board at the June meeting.

The Board was encouraged to bring forward any further suggestions prior to the end of April.

**HONORARY
DIPLOMA AWARD**

The Board is responsible for deciding on who will be the recipients of the Honorary diploma.

Academic Council reviewed an additional nomination that came forward and determined that it met the criteria as per Policy BOG-12 Honorary Diploma for being awarded an honorary diploma.

However, the nomination was submitted past the deadline prescribed in policy which does not permit late nominations for consideration. The Board agreed that this nomination could be considered for the 2016-17 convocation.

MOVED by Patti Balsillie, SECONDED by Alyce Johnson that the Board of Governors does not accept the nomination for honorary diploma at convocation this year due to the deadline requirements, that the Governance Committee will review

Policy BOG-12 Honorary Diploma at its September 2016 meeting, and that the President will follow up with the nominator with the decision and to encourage a resubmission of the nomination for the 2016-17 convocation. CARRIED.

Action item:

The President will follow up with the nominator for the honorary diploma award to inform them of the Board's decision.

DONATIONS TO YUKON FOUNDATION

It is customary for the honoraria that Board members would receive for one meeting per year to go instead towards the Yukon Foundation as a contribution to the Board of Governors Endowment Fund, in order to provide a scholarship for Yukon College students. The June meeting has been selected as the meeting from which these honoraria should be donated on an annual basis.

As per Policy BOG-02 (Board Member Responsibilities), if the Board member is absent from the June meeting, the honorarium donation will be paid to the Endowment Fund on behalf of that member at the next Board meeting that the member attends, usually September.

JUNE MEETING DATES

The June Board meeting is currently schedule for June 10th/11th. A recommendation was brought forward to move the meetings to June 9th/10th but some members noted they would not be available. It was agreed that the June meeting dates will remain on June 10th/11th.

AGENDA ITEMS FOR FUTURE MEETINGS

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

- None noted for June 2016 meeting.

ADJOURNMENT

Meeting was adjourned at 1:40pm.

SUMMARY OF ACTION ITEMS:

- The President's Office will revise Policy BOG-02 Board Member Responsibilities to include language for the inclusion of two Vice-Chairs and balanced representation and bring back to the Governance Committee for review.
- The President's Office will forward a copy of the approved revised bylaws to the Minister of Education for endorsement.
- The President will follow up with the nominator for the honorary diploma award to inform them of the Board's decision.