



Board of Governors

Meeting

September 15, 2017

Ayamdigut Boardroom

Present: Paul Flaherty (Chair), Mary Samolczyk, Judy Gingell, Julia Salo, Vera Holmes, Carol Geddes, Chris Milner, Karen Barnes (President)

Staff: Deb Bartlette (VP Academic & Student Services), Michael Hale (Chief Administrative Officer), Bronwyn Benkert, (Associate VP Research), Erin Symington (Executive Assistant)

Regrets: Shawn Allen, Mike Burke, Lacia Kinnear (Director Strategic Growth & Innovation), Clint Sawicki (VP Research), Piers McDonald (Chancellor)

Guests:

REVIEW AGENDA **MOVED by Julia Salo, SECONDED by Vera Holmes to approve the agenda as presented. CARRIED.**

VICE CHAIR ELECTION The Board nominated and elected two vice-chairs to fulfill the duties as outlined in BOG-02.

MOVED by Julia Salo, SECONDED by Chris Milner that the Board of Governors elects Carol Geddes and Vera Holmes as the Vice Chairs of the Yukon College Board of Governors for a three year term ending September 15, 2020. CARRIED.

REVIEW MINUTES OF JUNE 16, 2017 **MOVED by Mary Samolczyk , SECONDED by Julia Salo to approve the minutes from June 16, 2017 as presented. CARRIED.**

BUSINESS ARISING

- Outstanding grievance around collective agreement for Maternity Leave – Union has referred to Ottawa and YC has not heard back yet.
- CAO to find out if the College charges interest on money owing and report back at the next Board meeting

REPORT FROM FARC

Paul Flaherty provided an update on the FARC meeting held on September 14th, 2017.

Review Audit Plan for Previous Fiscal

Lana Dar, and Murray Mackwood from the Office of the Auditor General attended via teleconference to review the audit plan for Yukon College, prepared by the Office of the Auditor General.

The management letter has been requested of the OAG for the December Board meeting.

Input into Board allocation for next fiscal

The Board's budget for 2017-18, as well as 2016-17 actuals and the resulting variances, were included in the Board package for information.

FARC did not identify any additional items it wants considered for the Board's 2018-19 budget.

Innovation Commons Update

An update was provided on the Innovation Commons construction project. It has been delayed due to the discovery of a significant deflection in the concrete slab within the space. The revised completion date for the project is anticipated to be December 2017. Contingency plans have been implemented for provision of services to students, staff and faculty in the interim.

Budget Update

The 2017-18 budget was provided in the Board package for review. In anticipation of the university transition, several divisions have been re-organized to better reflect complementary business lines.

The new division, called Communities, Innovation and Development (CID), brings together the following groups:

- community campuses
- Centre for Northern Innovation in Mining (CNIM)
- non-academic trades
- continuing education
- Northern Institute of Social Justice

- Cold Climate Innovation
- Targeted Investment in Older Workers
- First Nation Initiatives (though this group keeps a direct report to President)

The College continues to target a balanced budget with no deficit on the operations (ie. before accounting adjustments).

Benefits Provider

Michael Hale clarified to the Board that earlier this year, Great West Life, Yukon College's current benefits provider served notice of a potential premium increase.

At the same time, Yukon College was offered an opportunity to access coverage through Manulife, the provider that serves the BC consortium of universities, colleges and institutes. With a significantly larger pool of beneficiaries, the consortium option offers significant savings.

Given the increased costs of the current provider and the savings, the College has chosen to award the contract to Manualife.

Electronic Vote Outcome – Letter of Credit

As recorded on Wednesday August 16th via email vote the Board of Governors voted to approve that Yukon College obtain letters of credit up to \$15,787,127.

Pension Plan Update

An update was provided on the Yukon College Pension Plan.

As voted on by the Board, the College was able to increase its letter of credit due to changes to federal regulation. Subsequent to the vote, the letter of credit was increased to cover the ongoing solvency deficit. The letter will need to be increased again once our valuation is complete (likely in December).

Additionally, the College and the Hospital sent further correspondence to the new government seeking a meeting on the pension solvency issue to discuss legislative options. To date, no response has been received.

Housing Opportunity

An update was provided on the potential housing partnership brought to FARC at the previous meeting. The College will develop an RFP around student housing and seek project proposals through an invitational process.

Risk Assessment

A risk assessment was conducted by FARC on playing a hosting role in the 2020 Arctic Winter Games. Reading Week dates will need to be moved in order to align with the Games. The AWG are anticipated for March 15-22 or March 22-29. This year Reading Week dates are scheduled for Feb. 19-22.

GOVERNANCE COMMITTEE REPORT

Vera Holmes provided an update on the Governance Committee meeting held on September 15, 2017.

Review 2017/18 Policy Schedule

Deferred until next meeting

Review of Policy BOG-10 Community Campus Committee Relationship

A revised version of Policy BOG-10 Community Campus Committee Relationship was brought forward to the Governance Committee for review. Shelagh Rowles attended the meeting to review the recommended changes to the policy.

The Governance Committee did not have any objections to the recommendations.

MOVED by Vera Holmes SECONDED by Julia Salo that the Board of Governors approve the Policy BOG-10 revisions as presented. CARRIED.

Review of Policy BOG-15 Credit Program Tuition Fee Adjustment

A revised version of Policy BOG-15 Credit Program Tuition Fee Adjustment was brought forward to the Governance Committee for review. Deb Bartlette attended the meeting to discuss the recommended changes to the Policy.

Draft language will be presented at the next Governance meeting related to the post grad professional certificates.

Action Item:

- Jennifer Moorlag to provide clarity around tuition setting numbers for the next Governance meeting

Review of Policy BOG-05 Code of Conduct

A revised version of Policy BOG-05 Code of Conduct was brought forward to the Board for review. The Board did not have any objections to the revisions.

MOVED by Vera Holmes SECONDED by Julia Salo that the Board of Governors approve the revisions to Policy BOG-05 as presented. CARRIED.

Judy Gingell stepped out of the meeting (11:05am)

BOARD RETREAT

The draft agenda for the October 13th/14th, 2017 Board retreat was presented to the Board for review. The retreat, which will focus on Governance, will be facilitated by consultant Christine Tausig-Ford with Lacia Kinnear.

There were no recommended changes to the agenda.

OH&S REPORT

The September 2017 and year to date statistics on OH&S were presented to the Board by Michael Hale and were provided in the September Board package.

CONFLICT OF INTEREST

Board members are required to sign an annual declaration of any real or perceived conflicts of interest as a result of external work, sitting on other boards and committees, etc. All real or perceived conflicts of interest were declared and codes of conduct were signed by all Board members present. The completed forms will be held within the President’s Office.

Action Item:

The President’s Office will follow up with any absent Board members for completion of said documents.

EMERGENCY RESPONSE PLAN TRAINING

Michael Hale presented on the Emergency Response Plan and documents related to the plan.

Serge and his team are working on developing a scenario plan with Yukon Government.

**CCC
APPOINTMENTS**

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

There are 33 proposed appointments to the Mayo, Ross River, Pelly Crossing, Faro, and Old Crow CCC's for the Board to consider:

**MOVED by Vera Holmes, SECONDED by Julia Salo that the Board of Governors appoint the list of members presented in the meeting package to the Community Campus Committees.
CARRIED.**

**AGENDA ITEMS
FOR FUTURE
MEETINGS**

The Board is responsible for providing input for additional Agenda Items.

The following topics should be considered for future Board meetings:

- IT Security

Bronwyn Hancock joined the meeting – 12:33pm

**PRESENTATION
ON 2017/18
WORKPLAN**

A high level presentation summarizing the Senior Executive Committee work plans for 2017/2018 was presented by the President.

Action Item:

- EA to look into Board members & Yukon College Foundation Board members taking FNI 101 course

Judy Gingell joined the meeting – 12:41pm

Mary Samolczyk left the meeting – 12:42

**SENIOR
MANAGEMENT
REPORTS**

President, Vice-President Academic & Student Services, Associate Vice-President Research, Director of President Initiatives and Planning and Governance, and Chief Administrative Officer provided written reports, and the Board Chair provided a verbal update to the Board on the activities they've engaged in since the last Board meeting. The complete written reports were provided in the meeting package for review.

Board Chair verbal report - Three key meetings took place since the last Board meeting in June. These included:

- Pension discussion with the Yukon Hospital Board Chair
- Meeting with Minister of Education

- Orientation with new Board members

**STUDENT
RESEARCH
PRESENTATION**

Nina Vogt attended the Board meeting to give a presentation on her work with Dr. Amelie Janin, Industrial Research Chair in Mine Life Cycle on the Native seed bank project in Yukon, which was completed in August 2017.

**BOG-CCC
QUARTERLY
UPDATE**

Shelagh Rowles attended the Board meeting to provide an update to the Board on the Community Campuses.

Over the last year the focus has been on building and improving relationships with Community partners and strengthening Campus services.

Highlights included:

- More regular meetings -
- Tosh and Shelagh will attend campus committee meetings in each of the communities this fall and will circulate written updates to CCCs regarding how campuses have achieved strategic outcomes stemming from the strategic plan.
- Committed to reaffirm Terms of Reference and bring back in December.

**COMMUNITIES
PSR UPDATE**

Shelagh Rowles presented to the Board on the Communities Programs and Services (PSR) Review.

Highlights included:

- Hired community liaison in four communities including Watson Lake, Haines Junction, Mayo, and Carmacks.
- Established a new division, Communities, Innovation, and Development (CI&D) that houses community campuses, CNIM, Continuing Education, Northern Institute of Social Justice, Cold Climate Innovation .
- Secured five-year funding for the Learning Partnerships project with Mastercard and Rideau Hall Foundation to offer wrap-around support services to Indigenous youth between the ages of 15-35.
- Secured funding for Northern Adult Basic Education (NABE) until March 31, 2019

ADJOURNMENT

Meeting was adjourned at 2:34pm

SUMMARY OF ACTION ITEMS:

- Jennifer Moorlag to provide clarity around tuition setting numbers for the next Governance meeting
- The President's Office will follow up with any absent Board members for completion of conflict of interest documents.
- EA to look into Board members & Yukon College Foundation Board members taking FNI 101 course