



***Board of Governors***

**Meeting**

**February 5<sup>th</sup>, 2016**

**Ayamdigut Boardroom**

**Present:** Paul Flaherty (Chair), Julia Salo, Matthew Landry, Kluane Adamek, Carol Geddes, Vera Holmes, Patti Balsillie, Karen Barnes (President)

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

**Regrets:** Mike Burke, Shawn Allen, Alyce Johnson, Mary Samolczyk, Geraldine Van Bibber (Chancellor), Chris Hawkins (VP Research)

**Guests:** Gayle Corry (Director Finance & Administration), Brian Bonia (Director Human Resources), Dawn Macdonald (Institutional Researcher), Clint Sawicki (Director Research Services)

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

**REVIEW MINUTES OF December 12<sup>th</sup>, 2015**      **MOVED by Patti Balsillie, SECONDED by Julia Salo to approve the minutes from December 12<sup>th</sup>, 2015 as presented. CARRIED.**

- BUSINESS ARISING**
- Gayle will be providing training at the March and potentially April meetings on financial operations.
  - President's Office added the management response to the Management letter for previous fiscal to the February FARC agenda
  - President's Office updated policy BOG-14: Annual Planning Cycle with correct references
  - President's Office forwarded the bylaws to the Board for
  - Emergency Reponses Measures will be brought forward to the Board in March.
  - Land Implementation Plan discussion will be coming forward to a future Board meeting.

**Action item:**

Administration will consider drafting a 'Finance 101' document for members that can be provided in their manual pending outcome of training over next two Board meetings.

**REPORT FROM  
FARC**

Paul Flaherty provided an update on the FARC meeting held February 4<sup>th</sup>, 2016. No motions were brought forward to the Board.

**EXTERNAL  
RELATIONS  
COMMITTEE  
UPDATE**

Karen Barnes provided a verbal update on behalf of Mike Burke on external relations activities over the past month.

Highlight included:

- A meeting with City of Whitehorse staff (transit, planning, economic development and infrastructure) that was initiated by the City for mutual updates.

**GOVERNANCE  
COMMITTEE  
UPDATE**

Patti Balsillie provided an update on the Governance Committee meeting held February 5<sup>th</sup>.

Review of Policy BOG-08 Monitoring Board Performance

Policy BOG-08 Monitoring Board Performance was brought forward to the Governance Committee for review.

No changes were recommended at the Governance Committee meeting.

**MOVED by Carol Geddes, SECONDED by Matthew Landry that the Board of Governors approves policy BOG 08- Monitoring Board Performance as amended to include June for reporting of evaluation results. CARRIED.**

Action item:

President's Office will update policy BOG-08 Monitoring Board Performance to update bringing back evaluation results to the May AND June meeting, and will post on the Yukon College website and MyYC.

**OH&S REPORT**

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

**STUDENT SURVEY  
RESULTS**

Institutional Researcher Dawn Macdonald presented the results of the 2015-16 Student Survey.

Highlights included:

- Focus was on technology
- Desktop usage is down to 24%
- Smartphone use has gone from 16% in 2009 to 71% in 2015

- 99% use the internet
  - 87% say technology is used effectively (an increase from 82% in 2014-15)
  - 98% say YC is a good learning environment (up from 96% from 2014-15)
  - 96% say YC provides an environment of cultural sensitivity for all (up from 92% in 2014-15)
- Need for single sign on/centralized service

Kluane Adamak departed at 12:15pm.

**SELECT  
HONORARY  
DIPLOMA  
RECIPIENTS**

The Honorary Diploma Subcommittee did not receive any nominations that met the criteria set out in policy BOG-12 Honorary Diploma. It was therefore recommended and agreed that the Board of Governors defer the selection and awarding of an honorary diploma to the 2016-17 academic year.

**Action items:**

Vice President Academic & Student Services will follow up with the nominators to inform them of the decision.

President's Office will add the criteria and nominator seconding discussions on the next review of policy BOG-12 Honorary Diploma for the Governance Committee.

**PRESENTATION  
ON MID-POINT  
WORKPLAN  
RESULTS**

As per the Board's annual planning cycle, the President presented the mid-point results of the 2015-16 workplan.

**Action items:**

President's Office to coordinate a presentation to the Board at a future meeting on the Care Team.

**CCC – DAWSON  
APPOINTMENT**

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

**MOVED by Patti Balsillie, SECONDED by Carol Geddes that the Board of Governors appoints Ashley Doiron, Teresa Conkin, and Marta Selassie to the Dawson Community Campus Committee. CARRIED.**

**REVIEW DRAFT  
STRATEGIC PLAN**

Board Chair Paul Flaherty presented the draft of the 2016-2021 for review. The Strategic Plan working committee met on January 15<sup>th</sup> to refine the document based on feedback from the Board's November 2015 retreat.

The Director Strategic Growth & Innovation will continue to refine the draft Strategic Plan and will be bringing back to the Board in March for final approval.

## **STRATEGIC PERFORMANCE INDICATORS**

Institutional Researcher Dawn Macdonald presented a proposed draft for Strategic Performance Indicators (SPIs). The proposed SPIs will be further refined based on feedback from the Board, the finalized strategic directions and goals, and input from the Board's strategic planning working committee. Once approved, reporting on the new SPIs would begin with the first year of the new plan, 2016-17.

## **STAFF REPORTS**

Karen Barnes, Deb Bartlette, Clint Sawicki (on behalf of Chris Hawkins) and Lacia Kinnear provided reports on recent activities. The reports were provided in the Board package for review.

Paul Flaherty provided a brief verbal report, which included:

- Paul and Karen met with the Minister of Education in early January to discuss: pension plan, land reserves, funding for the LPN program, and quality assurance.
- Paul received a letter addressing concerns about the changes to Continuing Education. Paul responded to that letter.
- Paul worked with Karen to address the Community Campus Committee's concerns; a response will be sent to the Community Campus Committees.
- Met with Minister Bains and with Science Canada in Ottawa.

### **Action item:**

Vice President Academic & Student Services will report back to the Board on the results of the analysis of enrolment numbers to look for trends and identify program areas where there have been declines.

Vera Holmes departed at 3:00pm.

## **AGENDA ITEMS FOR FUTURE MEETINGS**

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

- Report from Governance Committee on university governance models

## **ADJOURNMENT**

Meeting was adjourned at 3:46pm.

## **SUMMARY OF ACTION ITEMS:**

- Administration will consider drafting a 'Finance 101' document for members that can be provided in their manual pending outcome of training over next two Board meetings.
- President's Office will update policy BOG-08 Monitoring Board Performance to update bringing back evaluation results to the May AND June meeting, and will post on the Yukon College website and MyYC.
- Vice President Academic & Student Services will follow up with the nominators to inform them of the decision.
- President's Office will add the criteria and nominator seconding discussions on the next review of policy BOG-12 Honorary Diploma for the Governance Committee.
- President's Office to coordinate a presentation to the Board at a future meeting on the Care Team.
- Vice President Academic & Student Services will report back to the Board on the results of the analysis of enrolment numbers to look for trends and identify program areas where there have been declines.