



***Board of Governors***

**Meeting**

**June 17, 2017**

**Ayamdigut Boardroom**

**Present:** Paul Flaherty (Chair), Piers McDonald (Chancellor), Shawn Allen, Alyce Johnson, Judy Gingell, Julia Salo, Vera Holmes, Carol Geddes, Mike Burke, Karen Barnes (President)

**Staff:** Deb Bartlette (VP Academic & Student Services), Lacia Kinnear (Director Strategic Growth & Innovation), Michael Hale (Chief Administrative Officer), Erin Symington (Executive Assistant)

**Regrets:** Mary Samolczyk, Clint Sawicki (VP Research)

**Guests:** Dawn Macdonald (Institutional Research Officer), Chris Milner (Guest)

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

**REVIEW MINUTES OF FEBRUARY 3, 2017**      **MOVED by Shawn Allen, SECONDED by Julia Salo to approve the minutes from April 8, 2017 as presented. CARRIED.**

**BUSINESS ARISING**      • No business arising

**REPORT FROM FARC**      Paul Flaherty provided an update on the FARC meeting held on June 16<sup>th</sup>, 2017.

Multi-Year Management Board Capital Submission to Yukon Government

Yukon College is not submitting a five-year capital plan in 2017/18. Normally, Yukon College submits a five year capital plan for consideration by Yukon Government.

Because of the focus on the university transition funds, Yukon Government (through the department of Education) asked that the college not submit a separate capital plan request. The university funding request does include the previous year's five year plan, as well as proposed IT expenditures.

### Interim Variance Report

The interim financial results for July 2016 to May 2017 show an operational surplus of \$3,285,464 and a positive operational variance of \$4,154,363.

By year end it is expected that the College to have a modest surplus once all expenses have been booked and unexpended revenue has been deferred.

### Accounts Receivable Collections Update

The accounts receivable ageing report shows 11% is over 90 days in March 2017 and that figure was 25% for March 2016.

Overall, the AR has decreased significantly and that is due to some high balances being collected from Yukon Government and the federal government this year.

### Update on Housing Opportunity

Yukon College was approached by a developer and architect about potential student housing options. Working with a local architect, the developers have put forward a proposal for three large multi-residential housing units, all labeled as “affordable”.

The developer is seeking a five or ten-year lease commitment.

### Update on Contract Arbitration

Michael Hale provided an update on the Collective Agreement negotiations.

The Union and College Administration are in discussions to resolve the ongoing grievance

### University Budget

The University Budget and Milestones document were provided in the FARC package for review. YG asked the college to present a multi-year budget, as part of the government’s long term planning for transition to a university.

As per direction from the May 11<sup>th</sup> FARC meeting, the budget included both the long-term capital costs and the long-term IT requirements.

The operations costs ramp up from current year requests of ~\$2.1M to a year-five budget of ~\$5.7M. The ongoing operational funding beyond year 5 is ~\$5.5M/annum.

## **GOVERNANCE COMMITTEE REPORT**

Vera Holmes provided an update on the Governance Committee meeting held on June 16, 2017.

### 1) BOG-09 Financial Accountability & Risk Management

The Policy was reviewed at the April 7, 2017 FARC meeting and no changes were recommended.

No new changes were proposed by the Governance Committee.

**MOVED by Julia Salo, SECONDED by Alyce Johnson that the Board of Governors approves BOG-09 Financial Accountability & Risk Management without any changes. CARRIED**

### 2) Review of Policy BOG-10 Community Campus Committee Relationship

Policy BOG-10 Community Campus Committee Relationship was brought forward to the Governance Committee for review. The Governance Committee will bring forward the Policy to the Board at the September meeting.

### 3) Review of Policy BOG-15 Credit Program Tuition Fee Adjustment

Policy BOG-15 Credit Program Tuition Fee Adjustment was brought forward to the Governance Committee for review. The Governance Committee will bring forward the Policy to the Board at the September meeting.

### 4) Review of Policy BOG-05 Code of Conduct

Policy BOG-05 Code of Conduct was brought forward to the Governance Committee for review. The Governance Committee will bring forward the Policy to the Board at the September meeting.

### 5) Board evaluation results

Yukon College Board of Governors have completed an evaluation questionnaire that assesses their contribution as well as the Board as a whole. The Governance Committee reviewed the 2016-17 Board evaluation and will bring forward the results of the discussion to the Board for the in camera session.

6) Board Chair evaluation results

The Governance Committee reviewed the 2016-2017 Board Chair Evaluation summary provided by the Chair and will bring forward the results of the discussion to the Board for the *in camera* session.

**OH&S REPORT**

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

**STRATEGIC  
PERFORMANCE  
INDICATORS**

Dawn Macdonald attended the Board meeting to propose changes to two Strategic Performance Indicators.

Some of the approved Strategic Performance Indicators under “Engage with Rural Communities” and “Collaborate with First Nations” are proposed to be changed as the original indicator data is either not available, or there is additional data that will better align to the indicators.

That the Board approves the Strategic Performance Indicator changes for two Strategic Directions as follows:

Collaborate with First Nations:

- “% of all YFN funded students who are at YC, versus other education and training providers” – data will not be available for this indicator – will propose to Board the alternative indicator of “% of community campus plans that have received First Nation sign-off.”

Engage with Yukon rural communities:

- “# of course registrations and course completions at community campuses” – issues with this indicator concern data quality and the meaningfulness of course participation as an indicator of meeting community needs – will propose to Board the alternative indicator of “% of activities completed from annual community campus plans” – particularly where plans have FN sign-off this can be considered a better indicator of planning and completing activities that meet a defined need.

**LAND RESERVE  
MOU**

The Land Reserve MOU was provided in the June Board meeting package.

The College and Yukon Government have been negotiating an MOU to provide clarity on how the Education Land Reserve (the area the college sits on, including surrounding endowment areas) will be managed going forward.

The MOU does not create any legal obligations on either party. Rather, it is a document that sets out the governance of the land and any restrictions on development (e.g. conformity with the Master Plan).

**MOVED by Carol Geddes, SECONDED by Vera Holmes that the Board of Governors approves the Land MOU and authorizes the Chair and the President to sign on behalf of the College. CARRIED**

**SUMMARY OF  
MOTIONS FOR  
CURRENT YEAR**

A summary of Board motions from September 2016 to June 2017 was provided for information, as well as motions and resolutions made by the Governing Councils.

**ANNUAL  
PLANNING CYCLE  
2017-2018**

The Board of Governors reviewed the annual planning cycle for the coming year to familiarize themselves with items to be expected at each of the meetings for 2017/18.

Revisions included:

- Remove in April BOG - Approve President's performance results for next fiscal year
- Add to Governance Committee for December - Interim Evaluation

**UNIVERSITY  
TRANSITION  
UPDATE**

Lacia Kinnear provided a verbal update on Yukon College's transition to becoming a University.

At this point in the transition there are a number of initiatives underway involving:

- Community engagement

- Political engagement from all government
- Internal staff and student engagement
- Department of education engagement
- Other post-secondary engagement

**FOOD AND BEVERAGE PROGRAM DISCONTINUANCE**

Deborah Bartlette informed the Board that Academic Council recently approved the discontinuance of the Food and Beverage Program, a one year certificate program due to low enrolment and completion rates over the five years of its existence.

There are no students ‘in progress’ who will be affected by the cancellation of the program and there are no applicants for this upcoming academic year.

**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 9 proposed appointments to the Carmacks CCC for the Board to consider:

- Bruce Alexander
- Morgan Douglas-Alexander
- Lorraine Graham
- Cindy Underhill
- Shari Wrixon
- George Skookum
- Paul Sahagian
- Mitch Bruce
- Doris Johnson

**MOVED by Julia Salo, SECONDED by Shawn Allen that the Board of Governors appoint Bruce Alexander, Morgan Douglas-Alexander, Lorraine Graham, Cindy Underhill, Shari Wrixon, George Skookum, Paul Sahagian, Mitch Bruce, and Doris Johnson to the Carmacks Community Campus Committee. 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:

- Local recruitment for Yukon high school students (TBD)
- Orientation session for new Board members (August)

**BOARD & BOARD CHAIR EVALUATION RESULTS – IN CAMERA** In Camera discussion commenced at 11am.

**PRESIDENT’S EVALUATION RESULTS – IN CAMERA** In Camera discussion ended at 12pm.

**ADJOURNMENT** Meeting was adjourned at 12:00pm

**SUMMARY OF ACTION ITEMS:**