

Jim McGregor (Chair)
Rob Kroeker (Vice Chair)
Jim Christenson
Tina Dion
Doug Eastwood
Jackie Gorton
Kehl Petersen
Bob Quartermain
Juggy Sihota
Sukhminder Virk
Michel Tarko (President)

Executive:

Kayoko Takeuchi (VP Finance & Operations)
Jon Marks (AVP Human Resources)
Colleen Vaughan (VP Academic)
Janet Haberfield (Executive Assistant)

Regrets:

Jim Christenson
Bob Rich
Claire Wang (LOA)

Guests:

Tracey Carmichael – Director
Institutional Research

2017-04-01 APPROVAL OF CONSENT AGENDA

MOVED by Sukhminder Virk, seconded by Juggy Sihota
THAT the Consent Agenda be approved as presented.
MOTION CALLED. MOTION CARRIED.

2017-04-02 GUEST PRESENTATIONS

Colleen Vaughan, Vice President Academic, provided an overview on her role as VP Academic and outlined three priorities. (A document on the priorities was previously distributed – copy on file). Some points noted from the presentation (copy on file).

The three educational priorities discussed are aligned with the Education Plan, namely:

- 1) Support and Advance our Disciplines
- 2) Create Transformative Learning Environments
- 3) Foster Excellence in Programming and Delivery

Comments from discussion were noted as follows:

- * List the priorities from most required to least required
- * Opportunities for use of JIBC training props by those that donate them to us; mobile training
- * Ensure the Plan ties into both domestic and international students – look long term: what is the Focus; what can we do to bring more domestic students to the JIBC.

2017-04-03 STRATEGIC ACTIVITIES

01 President's Report & Program Council Minutes

A copy of the President's report was previously distributed (copy on file). Michel spoke to the report, noting the following in particular:

- Risk Management Registry – the executive will be meeting with Finance & Audit Committee Chair, Jackie Gorton to look at setting up with important registry.
- JIBC Foundation Board of Directors had their AGM on Wednesday June 21st and have re-elected Bernie Magnan as Chair, and Dave Mitchell as Vice Chair. The Foundation Board also advised they will be looking for seed money of approximately \$40,000 before proceeding with a JIBC 40th Anniversary Gala.
- It was recommended that the Foundation Chair be given the opportunity to participate in the ICD course for non-profit organizations.

02 Institutional Accountability Plan & Report

The Institutional Accountability Plan & Report was previously distributed (copy on file). Tracey Carmichael, Director, Institutional Research provided an overview of the report, noting the Report is mandated by the government and gives JIBC an opportunity to document what affects us internally as well as externally; our risks; provides some statistics on our internal scan; what our strategic plan is and how we are aligned with the government's Service Plan and objectives.

Following some discussion and the request for minor amendments, the document will be amended and filed by July 15th. Following review by the Government and answering any questions they may have, the Plan will be uploaded to their site as well as the JIBC website.

MOVED by Sukhminder Virk seconded by Doug Eastwood

THAT the IAPR report be approved with minor amendments as discussed, and submitted to the Government by July 15th, 2017.

MOTION CARRIED.

03 Annual Report

A copy of the annual report was distributed for information of the Board.

04 President's Contract

Chair, Jim McGregor advised that the President's contract has been extended for a five year period, September 1st, 2017 to August 31st, 2022.

2017-04-05 RESOURCE PLANNING

01 Financial Reports to April 30th, 2017

The financial reports, along with a covering memo from Finance Committee Chair, Jackie Gorton, were previously distributed (copy on file). Jackie provided an overview of the report. One item discussed at the recent Finance & Audit Committee meeting was the frequency of the FAC meetings. Jackie will review the Terms of Reference for the Committee, and provide an update on the frequency of meetings at the September board meeting. Jackie also confirmed a meeting next week to look the establishment of a Risk Management Register.

Bob Quartermain thanked Kayoko for the in-depth MD&A report.

02 KPI's

A copy of the F2017 KPI's report was previously distributed (copy on file). Colleen spoke to the report and commented on areas where targets were not met.

2017-04-06 BOARD OPERATIONS

01 Board Elections – Chair and Vice Chair

Following a previous call for nominations for the positions of Chair and Vice Chair, two nominations were received – Rob Kroeker for Chair, and Tina Dion for Vice Chair.

Following a further three calls for nominations from the floor, and there being none, by acclamation, Rob Kroeker is elected Chair, and Tina Dion is elected Vice Chair for the year August 1, 2017 to July 31st, 2018. Governor's congratulated Rob and Tina on their election.

02 Committee Membership

Committee appointments will be conducted at the September 28th meeting.

03 Fall Board Retreat

The HR Committee will discuss a Fall retreat over the summer, and advise the board accordingly.

02 Board Effectiveness – Evaluation

This process is conducted annually.

2017-04-07 NEXT MEETINGS

The next meeting will be held at 1 p.m. on September 28th, 2017 in the Boardroom at the JIBC, New Westminster Campus.

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The meeting adjourned at 5:30 p.m.

Rob Kroeker, Chair