



MINUTES

We respectfully acknowledge the Justice Institute of British Columbia's Victoria campus is located on the Traditional Territories of the lək'wəŋən Peoples of the Songhees and Esquimalt Nations and the 'WSÁNEĆ Peoples.

11/24/2025 from 10:00 am to 2:45 pm

Location: Innovation Studio, JIBC Langford Campus and Teams
Chair: Jim Wishlove
Attendees: Samina Tajwar (Vice-Chair), Barbara Fitzsimmons, Colin Watson, Darryl Gray, Eddy Elmer (v), Helen Allen, Laurel Douglas, Mark Weintraub, Mary Ellen Thorburn
Executive: Len Goerke, Sarah Wareing, Cindy Dopson, Mike Proud, Colleen Vaughan, April van Ert
Regrets: Kathryn McNaughton, Michelle Cameron
Recorder: Krupali Rao, Manager, President's Office
Observers: **JISU Leadership Team:** Thach-Thao Nguyen, Harshi Banga, Thach-Thao Nguyen, Manpreet Sharma

1. LAND ACKNOWLEDGEMENT

Jim Wishlove started the meeting with a land acknowledgement for Victoria and all JIBC Campuses across BC, on behalf of the Board.

2. ROUND OF INTRODUCTIONS WITH THE JISU

The JISU Leadership team joined open portion of the meeting and introduced themselves.

3. CONFLICT OF INTEREST

Mr. Wishlove requested that Board members declare any conflicts of interest related to the agenda. No conflicts were reported. An example was shared for awareness before proceeding.

4. CONSENT AGENDA

**MOVED by Mark Weintraub and Seconded by Hellen Allen
THAT the consent agenda be adopted as presented
MOTION APPROVED. All in favour and none opposed.
MOTION CARRIED.**

5. PRESENTATIONS

05.1 Service to Students

Cindy Dopson and Sarah Wareing provided a brief about the Service to Students project.

- Ms. Dopson outlined the rationale for including this initiative under the strategic goals, including structural challenges affecting quality of services to students, feedback from students and clients course evaluation results, staffing issues such as workload concerns and career path issues, and data governance challenges. She noted that earlier efforts to address process improvements were hindered by the structure and number of roles involved.
- Ms. Wareing, the project lead, presented an overview of the work completed to date. She outlined the goals and scope of the assessment, which reviewed the full student lifecycle.
- She shared key outcomes of the assessment, the change decisions, and the planned next steps. These include separating student-contact responsibilities from the logistical course-delivery related functions, creating a manager role responsible for standards and processes; and establishing a new blended model that centralizes student-contact role reporting with integration into the schools to maintain subject matter expertise.
- She noted that the implementation timeline is planned from Fall 2025 to Summer 2026, with the model in place for Fall 2026. The BCGEU and most of the staff have been very supportive. There is a lot of uncertainty which creates a bit of anxiety, but overall, there is optimism and excitement about the changes. Ms. Dopson added that discussions and concerns were about how the changes will be implemented rather than on whether the direction was right. She noted that several roles will experience changes in their day-to-day which may also be reflected in the pulse survey results.

There was also discussion regarding job reclassification for several roles, the overall number of roles remaining the same, additional details on the implementation timeline, potential costs, project management and change management approach.

6. REPORTS

06.1 Chair's Report

Mr. Wishlove reported on several areas of focus:

- He attended the Police Graduation ceremony in on November 7, 2025, with Mr. Goerke and Ms. Wareing, where they met Chief Rai and Chief Wilson. He noted that the event was highly positive, featuring strong recognition for the students, well wishes from Indigenous representatives, and consistent warm messaging about role of protectors and service.
- Ms. Tajwar and Mr. Wishlove participated in media-awareness training, which he found to be excellent and valuable learning experience.
- He has continued to support Mr. Goerke and the team on work related to the Police Academy, which will be discussed further in the agenda.

06.2 Presidents Report

Mr. Goerke welcomed members to the John Horgan campus and provided additional context in support of the President's report (copy on file):

- He noted that JIBC has had an unusual level of media attention over the past 6-8 weeks, and further discussion was scheduled for in-camera section.
- He highlighted the continued focus on Indigenization and Reconciliation across the institution since the start of academic year, with oversight of the Office of Indigenization.
 - The Indigenous Advisory Council welcomed two new members:
 - Catharine Schlenker, Director of Justice and Legal Affairs for Metis Nation BC and
 - James Beck, VP, Academic of the Nicola Valley Institute of Technology and member of the Squamish nation.
 - He noted the launch of the Year of Witnessing campaign in September 2025, led by the Brand, Communications and Engagement team. The Board will have opportunities to participate over the course of the next year.
 - Various teams have been leading 'Shared Journey Indigenous Discussion Group' sessions, facilitating conversations on videos and short movies related to Indigenization.
 - Elder Ken Pruden kindly led the event of Indigenous Veterans' Day on November 10, 2025.
 - Office of Indigenization also hosted an event on November 17, 2025, recognizing Louis Reil Day, with a focus on Metis history and culture.

7. GOVERNANCE MATTERS

07.1 Board Annual Code of Conduct - Conflict of Interest

Ms. Tajwar noted that the related documents were included in the package and requested Ms. Dopson to lead the affirmation. The Board members formally affirmed that they have reviewed and understood the Board Code of Conduct, including the Conflict-of-Interest expectations, and that they are aware of their obligations under the College and Institutes Institute Act.

8. STRATEGIC MATTERS

08.1 MD&A Financial Reports Q2 to September 30, 2025

Mary Ellen Torburn noted that Finance and Audit Committee has reviewed the report in detail and recommend to the Board for approval.

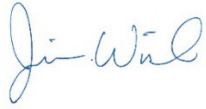
MOVED by Laurel Douglas and Seconded by Barbara Fitzsimmons

THAT the MD&A financial reports be approved as presented.

MOTION APPROVED. All in favour and none opposed.

MOTION CARRIED.

Regular meeting was adjourned at 10:40 am.



Jim Wishlove
Board Chair



Len Goerke
President and CEO

Next meeting: March 23, 2026 (Teams)