

**Final Draft**  
**BC Post-Secondary Workshop**  
**"Best Practices in Board Governance"**  
**October 5-7, 2016**

**Wednesday, October 5, 2016**

3PM-8PM      **Arrival**

6:30PM      Opening Reception (Okanagan College Campus)

**Thursday, October 6, 2016**

8:00AM      **Check in Begins**

8:30AM      **Welcome and Opening Comments**

**Jim Hamilton to welcome participants and include acknowledgment that we are on the traditional territory of the Westbank First Nation**

Minister to be invited to make welcome comments – 10 min

Dr. Burke, AGB, outlines desired outcomes and agenda. Introduces other AGB presenters.  
– 10min

9:00AM      **Overview of Ministry of Advanced Education Board Orientation Manual: "Orientation for B.C. Public Post-Secondary Institution Board Members"**

Claire Avison, ADM AVED explains Board Orientation Manual

Process:

10 min presentation by Claire Avison.

5 min Q&A

9:15AM      **Best Practices in Board Orientation Processes - AGB**

Process:

30 Minute Presentation of AGB-wide best practices. (Dr. Burke)

30 Minute Panel concerning best practices within post-secondary institutions.

*(Moderator/Panelists TBC)*

10:15AM      **Break**

10:30PM      **Best Practices in Board Operations**

Areas to Cover:

Setting Mutual Goals and Expectations

Clarifying and Building Appropriate and Strong Relationships

- President, Chair, Committees, Administration
- Board - CEO & Institution Communications
- Utilizing Committees
- Conducting Meetings
- Assessing President, Board, Member Performance
- Fundraising
- Risk Management

Process:

45 minute AGB presentation (Dr. Burke)

20 minute Roundtable discussion (*Moderator/Panelists TBC*)

Q&A

- 12:00      **Lunch**  
 Invite the Minister to speak – (TBD – subject to if he opens event)
- 1:30PM     **Best Practices in Board Operations (continued)**  
 Small Group Discussions aimed at identifying best practices in above areas within BCC.  
 (Questions to be developed jointly by Dr. Burke and BCC planning staff.)
- 3:00PM     **Break**
- 3:15PM     **Best Practices in Board Operations (continued)**  
 Small Groups report out on discussion results  
 Q&A on best practices with AGB presenters
- 4:00PM     **Wrap Up Day 1 Activities**  
 Overview of Tomorrow's Agenda  
 Audience Assessment of Day 1's Program  
                   What did we learn?  
                   What did we like?  
                   What would we like to learn more about tomorrow?
- 4:30PM     **End of Day I**
- 6:00PM     **Dinner & Social Event**

**Friday, October 7, 2016**

8:00 AM

**Critical Questions for Board Members**

Questions:

1. What is the appropriate balance between board fiduciary roles of insuring 1) academic quality: 2) accessibility, and 3) future financial stability and survivability of Institutions during current times of significant resource constraint?
2. Do any of these three desired outcomes or principles have priority over the others?
3. What are some best practices in keeping these roles in the proper perspective and balance during these difficult times?

Process:

45 minutes. Panel initial exploration of these questions. (Moderated by AGB President Rick Legon; *Panelists to be identified*).

15 minutes. Small Group Discussions.

(Questions to be identified by Dr. Burke and BCC planning staff.)

30 minutes. Dr Burke will facilitate an abbreviated small group report on the major points/issues raised within small group discussions.

9:30 AM

**Best Practices Regarding Appropriate Board Role and Key Questions to Address Regarding Emerging Issues for Institutions**

Issues to be Covered: The Board role related to:

- Campus Sexual Assault/Violence
- Executive retention
- Securing non-government funding and resources

Process:

30 minutes. Panel initial exploration of these questions. (Moderator and panelists to be identified by BCC).

30 minutes. Small Group Discussions.

(Questions to be identified by Dr. Burke and BCC planning staff.)

30 minutes. Dr Burke will facilitate an abbreviated small group report on the major points/issues raised within small group discussions.

10:15 AM

**Break**

10: 30AM

**Best Practices Regarding Appropriate Board Role and Key Questions to Address Regarding Emerging Issues for Institutions (continued)**

11:45AM

**Lunch**

**Keynote Speaker: Rick Legon, AGB President**

12:45PM

**Open Discussion and Q & A**

Open general group Q & A to address any areas of interest to workshop participants that have not previously been addressed

- 1:15PM      **Future Challenges and Initiatives for Institutions**  
General discussion among regarding future challenges, initiatives, and professional development needs of institutions. Moderated by Lane Trotter, Chair BC Colleges.
- 1:45PM      **Wrap Up and Closure**  
Workshop Assessment  
Closing Comments (Lane Trotter)
- 1:55PM      Farewell (Jim Hamilton)