

COLLEGE OF DENTURISTS OF BRITISH COLUMBIA

Minute's #B069 – June 6, 2008 Approved

Board Members in Attendance: J. Connolly D. Harden
 E. Edwards D. Hart
 G. Feldman T. Merkley
 P. Gardner T. Perrault

Board Members Absent: A. Hupka

Staff in Attendance: J. Roff, Acting Registrar

The meeting was called to order at 12:40 PM

i. Approve Draft Agenda

MOTION: by P. Gardner, to approve the draft agenda as presented. Seconded by T. Perrault.

CARRIED

ii. Approve Draft Minutes of April 11, 2008

MOTION: by E. Edwards, that the draft minutes of the April 11, 2008 Board meeting be approved as presented. Seconded by T. Perrault.

CARRIED

iii. Quality Assurance Program Development Update

a) Quality Assurance Presentation

The Executive Committee of the College explained to the members of the Board that due to the absence of Betty Jean Tucker and John Mayr, the Quality Assurance Committee was not prepared to present any new material to the Registrants of the College. Therefore, the College cancelled the QA Presentation scheduled to take place during the Association's Annual Convention in June 2008.

b) Moving Forward: Next Steps

The College has hired a Program Coordinator, Janice Ho, who will assist the Quality Assurance Committee in putting together the College's new Quality Assurance program. The College staff and members of the Quality Assurance Committee will hold a Quality Assurance Presentation following the College's Annual General Meeting, scheduled for Saturday September 20, 2008. In the meantime, the staff and Committee members will continue to develop the various components of the new QA program.

iv. Examination Update

The Theory Examination is scheduled for Friday July 4, 2008 and will take place at Douglas College. The College anticipates approximately 8 students will write this examination.

The Clinical Examination is scheduled for Monday July 14, 2008 to Wednesday July 16, 2008 and the Objectively Structured Clinical Examination (OSCE) is scheduled for Thursday July 18, 2008. The examinations will be held at the Dental Clinic at the University of British Columbia. The College anticipates approximately 12 students will write the clinical examination and 10 students will write the OSCE. Ms. Tanya Little has been hired as the College's Examination Co-ordinator to assist with the examination set-up, administration and marking.

v. Audit Update

The Acting Registrar informed the members of the Board that the office is ready for the College's annual audit. The auditor is scheduled to be in the office July 10-12, 2008. When the College office receives the draft financial statements from the auditor, the Acting Registrar will distribute them to the members of the Board for approval.

vi. Request to challenge Clinical Examination

Last year, the members of the Registration Committee of the College agreed that this student would be required to submit a literature review before being permitted to challenge the clinical examinations for a fourth time.

The student has written to the Board of the College requesting the opportunity to challenge the 2008 Clinical Examinations, scheduled for July 14-17, without submitting the required literature review.

The members of the Board reviewed his request.

MOTION: by T. Perrault, that the Board of the College uphold the Registration Committee's original decision and require that the student submit the required literature review before being permitted to challenge the College's Clinical Examinations for a fourth time. Therefore, the student's request is respectfully denied. Seconded by E. Edwards.

CARRIED

The members of the Board agreed that the student must submit a literature review prior to June 30, 2008 if he wishes to challenge the Clinical Examinations scheduled in July. If the student requires more time, a year absence will be granted. However, if he plans to challenge the Clinical Examinations in 2009, his literature review must be submitted to the College office not later than December 31, 2008.

vii. Employee Benefit Policy

The Acting Registrar reviewed the College's current Employee Benefit Policy with the members of the Board.

MOTION: by E. Edwards, that the draft minutes from the Human Resources Panel be amended to read 'A matching RRSP contribution for a full time staff member', rather than 'A matching RRSP contribution for the Executive Secretary'. Seconded by T. Perrault.

CARRIED

MOTION: by D. Hart, to offer a part time employee of the College a matching RRSP contribution of \$25.00 per pay period. Seconded by T. Perrault.

CARRIED

viii. Registrar Position Update

IN CAMERA DISCUSSION: Jennifer Roff and Ed Edwards left the meeting.

The Executive Committee of the College updated the members of the Board on the current search for the position of Registrar.

IN CAMERA DISCUSSION ENDED

ix. Remuneration – Acting Registrar

IN CAMERA DISCUSSION: Jennifer Roff left the meeting.

MOTION: by D. Hart, that Jennifer Roff, Acting Registrar, be paid an annual salary of \$50,000.00, effective Monday May 19, 2008, only until the Registrar's position has been filled. Seconded by T. Perrault.

CARRIED

IN CAMERA DISCUSSION ENDED

x. Health Professions Act Amendments

The members of the Board discussed the proposed Health Professions Act Amendments and some of the effects they will have on the operations of the College.

MOTION: by D. Hart, to strike a panel, consisting of Jim Connolly, Ed Edwards, and Pamela Gardner, to review the proposed amendments and make appropriate recommendations to the Board. Seconded by T. Perrault.

CARRIED

xi. TILMA

The members of the Board reviewed the template for the TILMA Labour Mobility Agreement for the Profession of Denturists. The Registrar from the College of Alberta Denturists indicated that he had some concerns with this document and would like to discuss them with our College.

MOTION: by P. Gardner, that Jennifer Roff, Acting Registrar, and Jim Connolly, Chair of the Board, set up a teleconference with representatives from the College of Alberta Denturists to discuss the Labour Mobility Agreement template. Seconded by D. Harden.

CARRIED

xii. Calendars

Calendars have been updated with Board and Committee meeting dates.

The Registration Committee meeting has been moved from Wednesday August 20, 2008 at 1:00pm to Friday August 22, 2008 at 10:00am. This meeting will take place at the College office in New Westminster.

Board members are encouraged to transfer relevant information to their personal calendars and agendas.

xiii. Business Arising from Approved Committee Minutes

a) Executive Committee

There is no business arising from the approved Executive Committee minutes presented.

b) Inquiry Committee

There is no business arising from the approved Inquiry Committee minutes presented.

c) Quality Assurance Committee

There is no business arising from the approved Quality Assurance Committee minutes presented.

xiv. Other Business

There is no other business at this time.

Meeting was adjourned at 2:05 PM.