



OKANAGAN COLLEGE
Executive Compensation Disclosure Statement for 2010/2011
Prepared: May 10, 2011

The following report provides an accurate representation of all compensation provided to all employees whose base salary was \$125,000 or greater in the fiscal year 2010/2011.

Compensation Philosophy

Total Compensation: For the purposes of this report, total compensation includes: base salary, performance pay, pension, group insurance benefits and other perquisites (e.g. RRSP).

Philosophy: Executive compensation is determined with reference to the job evaluation plan; annual salary ranges for specific positions and benefits established by the Human Resource Policy approved by the Government (and subject to change from time to time with the approval of the Government).

Process:

President: The President's performance management and compensation is the responsibility of the Presidential Review Committee under the leadership of the Board Chair. This Committee is lead by the Board Chair and also includes the Chair and Vice-Chair of the Human Resource Committee. This Committee is responsible for conducting the President's annual performance evaluation, establishing goals for the coming year ad making recommendations to the full Board on any changes to the compensation.

The annual process involves (1) annual performance evaluation (performance on previous year's goals, including self-assessment by President, survey of Board members and assessment by Committee), (2) establishment of new goals for forthcoming years including actions, performance measures, targets and constraints and discussion of any changes to compensation package, and (3) the Sub-Committee produces a report on the evaluation, compensation recommendations and the draft President's goals for the upcoming year. Board considers and approves the recommendation(s).

Vice-Presidents: The President is responsible for the performance management of the Vice Presidents, which includes setting annual goals including measurements and targets.

Okanagan College is in the process of instituting a comprehensive performance management system for its entire Management Team. This system is based on the process described for the President.

Relation of Goals to Compensation: Compensation change is dependent on performance in meeting previous year's performance measures and targets, including AVED enrolment targets and institutional budget. The President's compensation level has been set according to the PSEA guidelines.

Performance Pay: There will *not* be a performance payout for 2010/2011 due to the conditions explained above.

Sincerely,

A handwritten signature in black ink that reads "Lance Kayfish". The signature is written in a cursive style.

Lance Kayfish
Chair, Board of Governors

Attached: Appendix A – Compensation Summary Table

Appendix A: Compensation Summary Table

PUBLIC SECTOR EXECUTIVE COMPENSATION REPORTING TEMPLATE (2010-11)								
A	B	C	D	E	F	G	H	I
Name & Position Title	Annual Base Salary (\$)	Bonus (\$)	Incentive Plan Compensation Paid (\$)	Pension (\$)	*All Other Compensation (\$)	**Total Compensation (\$)	Prior 2 Years Total Compensation (\$)	
James Hamilton <i>President</i>	\$ 169,503	\$ -	\$ -	\$ 15,972	\$ 26,404	\$ 211,879	2008-09	\$203,537
							2009-10	\$203,538
Andrew Hay <i>Vice-President, Education</i>	\$ 144,152	\$ -	\$ -	\$ 13,559	\$ 15,148	\$ 172,860	2008-09	\$167,770
							2009-10	\$171,767
Robert Eby <i>Vice-President, Finance & Administration</i>	\$ 144,002	\$ -	\$ -	\$ 13,541	\$ 15,187	\$ 172,730	2008-09	\$159,239
							2009-10	\$168,878
Steve Koehle <i>Vice-President, Students</i>	\$ 144,152	\$ -	\$ -	\$ 13,559	\$ 15,146	\$ 172,858	2008-09	\$164,599
							2009-10	\$171,234

**All Other Compensation - includes statutory employer payments (e.g. CPP, EI, WCB, health and welfare benefits and car allowances)*

**For President only - includes deferred benefits of \$700 so that total benefits equal 25% of salary as per contract (E+F = 25% of B)*

***Total Compensation - based on 26.1 pay periods in 2010/2011 fiscal year*