



Capilano University
Executive Compensation Disclosure Statement for 2012/2013
May 14, 2013

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 2012/2013.

Compensation Philosophy

The total compensation packages should be designed to allow the organization to attract, retain and motivate qualified individuals.

In dealing with compensation, the Board reviews external market data provided by the Post-Secondary Employers Association and other appropriate sources, and advice it may receive from independent compensation experts. However, the Board receives direction from the Government, and as a result the Board has no independent compensation policy that it can apply at this time.

The Board recognizes that government policy ensures that total compensation is compared to institutions within the post-secondary sector and the broader public sector in British Columbia. Further, the Board recognizes the need to relate any incentive pay and bonuses, of which Capilano has none, to the institution's service and performance plans.

Executive compensation is determined with reference to a job evaluation plan and annual salary ranges for specific positions, and the benefit provisions established in our Human Resource Policies as previously approved by the Government.

For purposes of this report, total compensation includes: base salary, pension and other benefits, and perquisites.

A handwritten signature in black ink, appearing to read 'Robin Brayne', written over a horizontal line.

Robin Brayne
Chair of the Board, Capilano University

Attached: Appendix A – Compensation Summary Table

Summary Compensation Table at FISCAL, 2013

Name and Position (a)	Salary (b)	Bonus and / or Incentive Plan Compensation (c)	Benefits (d)	Pension (e)	All Other Compensation (expanded below)	2012/13 Total	Previous Two Years Totals	
							2011 / 12	2010 / 11
Kris Bulcroft, President	\$ 187,500	\$ -	\$ 21,786	\$ 19,282	\$ 2,250	\$ 230,818	\$ 228,440	\$ 157,349
Jacalyn Snodgrass, VP Academic & Provost	\$ 45,500	\$ -	\$ 4,881	\$ 4,713	\$ 252,805	\$ 307,899	\$ 167,011	\$ 158,359
Cindy Turner, Vice President, Finance & Administration	\$ 156,000	\$ -	\$ 18,503	\$ 16,211	\$ 2,250	\$ 192,964	\$ 188,113	\$ 158,356
Catherine Vertesi, VP, International Programs, External Relations, & New Initiatives	\$ 136,000	\$ -	\$ 14,444	\$ 13,935	\$ 2,250	\$ 166,629	\$ 177,165	\$ 136,748
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ATTENTION - Crown Agency Policy changes are being implemented. They may not be reflected in the 2012/13 executive compensation disclosure.

Summary Other Compensation Table at FISCAL, 2013

Name and Position(a)	All Other Compensation	Severance (f)	Vacation payout (g)	Leave payout (h)	Vehicle / Transportation Allowance (i)	Perquisites / other Allowances (j)	Other (k)
Kris Bulcroft, President	\$ 2,250	\$ -	\$ -	\$ -	\$ 2,250	\$ -	\$ -
Jacalyn Snodgrass, VP Academic & Provost	\$ 252,805	\$ 241,506	\$ 10,325	\$ -	\$ 975	\$ -	\$ -
Cindy Turner, Vice President, Finance & Administration	\$ 2,250	\$ -	\$ -	\$ -	\$ 2,250	\$ -	\$ -
Catherine Vertesi, VP, International Programs, External Relations, & New Initiatives	\$ 2,250	\$ -	\$ -	\$ -	\$ 2,250	\$ -	\$ -
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Notes:

Jacalyn Snodgrass left Capilano University in July, 2012