

## BOARD OF GOVERNORS

May 1, 2015

Christina Zacharuk  
Interim President & CEO  
Public Sector Employers' Council Secretariat  
Suite 210, 880 Douglas Street  
Victoria, BC V8W 2B7

Dear Ms. Zacharuk:

**Re: Attestation – Compensation Policy Compliance**

This letter confirms that North Island College Board of Governors is aware of the executive compensation paid in Fiscal Year 2014/15 and verifies that the College is in compliance with:

- The North Island College PSEC-approved compensation plan; and
- The Management & Excluded Compensation Freeze Policy of September 2012 requiring a freeze on all management compensation.

Please let me know if there is anything more required to show compliance.

Sincerely,



Bruce Bell  
Chair, Board of Governors

Cc: C. Baert, Vice President, Finance and Facilities

**North Island College**  
**Executive Compensation Disclosure Statement for 2014/2015**  
**1 May 2015**

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 2014/15.

**Compensation Philosophy**

At its May 29, 2014 meeting, the Board adopted the following **Statement of Compensation Philosophy, Practice and Process**:

*The North Island College Board of Governors complies with the direction from the Government of BC with respect to relevant statutes and public policy and considers the external market data provided by the Post-Secondary Employers' Association when determining executive compensation.*

*The Board recognizes the need to relate and disclose total compensation based on all compensation, pension, benefits and perquisites. Further, the Board recognizes the need to relate any compensation to the College's service and performance plans, and has identified a set of objective measures in the Service Plan.*

*Compensation is determined with reference to a job evaluation plan and annual salary ranges for specific positions, and the benefit provisions are established in the Human Resource Policies as previously approved by the Government, and subject to change from time to time with the approval of Government.*

*For purposes of this report, total compensation includes: base salary, pension, automobile allowance, health and welfare benefits, and perquisites. The total compensation package is designed to allow the organization to attract, retain and motivate qualified individuals.*

*North Island College does not provide incentive pay or bonus pay to the President and CEO.*

*The President's Performance and Compensation Committee reviews the Annual Report of the President and evaluates the President and Chief Executive Officer's performance annually. Every other year, the results of a 360-Degree Multi-Rater Performance Review is conducted against specific competencies set by the Board. The Board receives and approves the President's Objectives and achievement of such objectives on an annual basis.*



Bruce Bell  
Chair, Board of Governors

Attached: Appendix A - Compensation Summary Table





**Notes:**

John Bowman, President	Employment agreement includes a 4 month sabbatical leave that is not accrued for and can only be taken during the term of
Carol Baert, Vice President, Finance & Facilities	
Lisa Domae, Vice President, Student & Educational Se	
Jan Carrie, Vice President, Education	Retired October 31, 2014.