



**OKANAGAN COLLEGE**  
**Executive Compensation Disclosure Statement for 2012/2013**  
**Prepared: June 11, 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**

**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 led 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 and 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 2012/2013 due to the conditions explained above.

Sincerely,

A handwritten signature in black ink, appearing to read "Tom Styffe".

Tom Styffe  
Chair, Board of Governors

Attached: 2012-03 Compensation 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)	Previous Two Years Totals	
						2011 / 12	2010 / 11
James Hamilton, President	\$ 175,501	\$ -	\$ 16,806	\$ 16,757	\$ 10,313	\$ 220,220	\$ 211,879
Andrew Hay, Vice President, Education	\$ 143,600	\$ -	\$ 13,683	\$ 9,661	\$ 6,063	\$ 173,561	\$ 172,860
Robert Eby, Vice President, Finance & Admin	\$ 143,600	\$ -	\$ 13,683	\$ 9,661	\$ 6,063	\$ 173,561	\$ 172,730
Steve Koehle, Vice President, Students	\$ 35,900	\$ -	\$ 3,408	\$ 2,639	\$ -	\$ 170,374	\$ 172,858
Charlotte Kushner, Vice President, Students	\$ 133,075	\$ -	\$ 12,632	\$ 9,202	\$ 6,063	\$ -	\$ -
						\$ 160,971	\$ -

**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)	Transportation Allowance (i)	Perquisites / other Allowances (j)	Other (k)
James Hamilton, President	\$ 10,313	\$ -	\$ -	\$ -	\$ 7,000	\$ -	\$ 3,313
Andrew Hay, Vice President, Education	\$ 6,063	\$ -	\$ -	\$ -	\$ 6,000	\$ -	\$ 63
Robert Eby, Vice President, Finance & Admin	\$ 6,063	\$ -	\$ -	\$ -	\$ 6,000	\$ -	\$ 63
Steve Koehle, Vice President, Students	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Charlotte Kushner, Vice President, Students	\$ 6,063	\$ -	\$ -	\$ -	\$ 6,000	\$ -	\$ 63

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