



BRITISH COLUMBIA
INSTITUTE OF TECHNOLOGY
3700 WILLINGDON AVENUE
BURNABY, BRITISH COLUMBIA
CANADA V5G 3H2

bcit.ca

June 11, 2014

Mr. Lee Doney
Interim President and CEO
Public Sector Employers' Council Secretariat
Suite 210, 880 Douglas Street
Victoria, BC V8V 9V1

Dear Mr. Doney,

On behalf of the British Columbia Institute Board of Governors, attached are BCIT's Statement of Executive Compensation for the Fiscal Year Ending March 31, 2014 and BCIT's Excluded Management Compensation Philosophy for 2014.

I confirm that the Board is aware of the compensation paid to the members of the executive as outlined in the attached Statement, and that the compensation provided is within BCIT approved Compensation plans and complies with the 2014 PSEC guidelines.

Sincerely,

A handwritten signature in blue ink, appearing to read "Tajdin Mitha", with a long, sweeping horizontal stroke extending to the right.

Tajdin Mitha
Chair, BCIT Board of Governors

TM/CF/hs

Attachments



**British Columbia Institute of Technology
Executive Compensation Disclosure Statement for 2013/2014
June 11 2014**

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 2013/2014.

Compensation Philosophy

The objective for the BCIT Management Compensation Plan is to ensure that management staff salaries are sufficiently competitive in the market place to:

1. attract and retain a high calibre of staff
2. recognize the growth of individuals as they assume the full scope and responsibilities of their position;
and
3. recognize employees for work performed based on level of performance and contribution.

Regular surveys of management compensation in other marketplaces are conducted to ensure BCIT salaries are competitive.¹

An important principle underlying the compensation policy is that all management positions are evaluated using one standard job evaluation plan for the group.

Some features of the compensation policy are that it provides for flexibility in the new hire placement, progression on the salary band is performance based, and there is the ability for merit recognition beyond the job rate (top step). The merit recognition is in the form of a re-earnable meritorious annual award and achieved through exemplary performance and exceeding expectations.

Individual performance is measured on the competencies related to the following:

- People Management
- Personal Characteristics
- Executing Vision and Mission
- Strategic Focus

The overall rating of employee performance as: Exceeding Performance Plan; Fully Achieving Performance Plan; Marginally Achieving Performance Plan or Unsatisfactory is then determined. Individuals may earn 6%, 4%, 2%, or 0% depending on the overall rating.

¹Excerpt taken from Section 5.1-Policy of the BCIT Management Terms and Conditions, approved by the BCIT Board of Governors, September 2000.

Summary Compensation Table at FISCAL, 2014

[illegible]

Summary Other Compensation Table at FISCAL, 2014

[illegible]

Notes:

Katherine Kinloch, President	Appointment commenced Jan 2014
Pommashea Noel-Bentley, Vice President, External Relations	Employment terminated Nov 2013
Tomi Eeckhout, Vice President, Human Resources	
Christopher Golding, Acting President, & Vice President	Acting President Apr 2013 to Feb 2014.
Paul Dangerfield, Vice President, Education	
Lorcan O'Mellin, Vice President, Finance	