



Camosun College
Executive Compensation Disclosure Statement for 2017/2018
Attestation Letter
June 2018

Christina Zacharuk
President & CEO
PSEC Secretariat
2nd Floor, 880 Douglas Street
Victoria, BC V8W 2B7

Dear Madam:

On behalf of the Camosun College Board of Governors, I attest to the following:

- The Board of Governors is aware of the executive compensation paid in the 2017/18 fiscal year.
- The compensation information being disclosed is accurate and includes all compensation paid by the employer, foundations, subsidiaries or any other organization related to or associated with the employer. It also includes the value of any pre or post-employment payments made during the 12 month period before or after the term of employment.
- Compensation provided was within approved compensation plans and complies with the Public Sector Employers' Council Secretariat's Public Service Executive Compensation Reporting Guidelines of February 2018.

Ron Rice
Chair, Board of Governors
Camosun College

Attached: Appendix A – Compensation Summary Table
Appendix B - Total Compensation Philosophy 0-5.13

The following report provides an accurate representation of all compensation provided to the President and the next four highest paid executives with an annualized base salary that was \$125,000 or greater in the fiscal year 2017/2018.

The Total Compensation Philosophy (Appendix B) is to be read in concert with the Terms and Conditions of Employment for Exempt Employees which contain four main elements – compensation, benefits including pension, career development and work/life balance provisions.

The total compensation package is designed to allow, to the extent possible, the organization to successfully attract, retain and motivate the best qualified candidates possible to lead the College. Compensation for Camosun College executives is benchmarked against the Provincial Public Service and similar post-secondary and other public sector labour markets to continually assess compensation trends and levels, with a focus on those organizations with which it competes for talent. In specific circumstances and programs, the College may also review compensation trends in targeted industry or other sectors, or other provinces/geographic jurisdictions.

The Board Executive sets the salary and benefits for the President. Salaries for other members of the College Executive have been determined by reference to the factor-based, point rating Exempt Employee Job Evaluation Plan and annual salary ranges for specific positions. Adjustments have been made from

Name and Position

Salary

**Previous Two Years Totals
Total Compensation**

Name And Position	All Other Compensation	Severance	Vacation payout	Leave payout	Vehicle / Transportation Allowance	Perquisites / other Allowances
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Sherri D Bell, President	
John Boraas, Vice President, Education	
Shane Busby, Vice President, Administration	
Geoff Wilmshurst, Vice President, Partnerships	
Joan Yates, VP, Communications, Advancement and Planning	

Policy:	O-5.13
Approved By:	Board of Governors
Approval Date:	November 2, 2015
PSEC Approval:	February 19, 2016
Amendment Date:	
Policy Holder:	Exec. Dir. Human Resources

T O T A L C O M P E N S A T I O N P H I L O S O P H Y

Purpose / Rationale

The Total Compensation program is intended to assist in recruiting, motivating and retaining a qualified management and exempt group, by providing tangible rewards to enable the College to attain its corporate goals and objectives.

Scope

This policy applies equally to all exempt employees of Camosun College excluded from membership in a bargaining unit.

Objectives

The Total Compensation program objectives are:

- x to attract competent and capable management and exempt staff that share a
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Principles

& D P R V X Q & R O O H J H ¶ Members Pa e Responsibility If for leading the & R O O H J H ¶ V major functions and ensuring the overall effectiveness and efficiency of a wide range of service delivery, to its student body and the broader Victoria, South Island and Gulf Island communities. The College endeavors to provide the opportunity to its employees to gain fulfillment in important and rewarding careers, recognizing that the College operates in a competitive environment where qualified and competent staff are valued by many organizations.

7 K H & R O O H J H ¶ V F R P S H Q V D We Building Principles F H V I R O O R Z W K H

- x Performance-Related: Camosun College values the contribution of its entire exempt staff toward the attainment of its strategic and operating objectives and provides

LEGISLATED REFERENCES AND COLLECTIVE AGREEMENTS

[College and Institute Act \[RSBC 1996\] c. 52](#)

[Public Sector Employers Act \[RSBC 1996\] c. 384](#)

LINKS TO SUPPORTING FORMS , DOCUMENTS , WEBSITES , RELATED POLICIES

[G-1.7 Board Executive Committee Terms of Reference](#)