



BOARD OF GOVERNORS

REGULAR MEETING AGENDA

MEETING: Monday, April 9, 2018
TIME: 5:00 pm
LOCATION: Paul Building, Room 216
CAMPUS: Lansdowne Campus

BOARD MEMBERS:

Ron Rice, Chair
 Mitchell Auger-Langejan
 Tim Ayers
 Sherri Bell, President
 Cindy Choi
 Joanne Cumberland
 Stefan Fletcher
 Bill Gyles
 Laylee Rohani, Vice Chair
 Al van Akker

ADMINISTRATION:

John Boraas, VP Education
 Shane Busby, VP Administration
 Deborah Huelscher, Chief Financial Officer
 Barbara Severyn, Executive Director, Human Resources
 Joan Yates, VP Student Experience

REGRETS:

Stephen Chang
 Phil Venoit
 Geoff Wilmshurst, VP Partnerships
 Melanie Winter

BOARD ASSISTANT: Heather Martin

Camosun College campuses are located on the traditional territories of the Lkwungen and WSÁNEĆ peoples. We acknowledge their welcome and graciousness to the students who seek knowledge here.

	PAGE
I CALL TO ORDER	
II APPROVAL OF THE AGENDA	
III BOARD MEMBER REPORTS	
1. Chair’s Report [5 min] (Rice)	no attachment
2. President’s Report [5 min] (Bell)	no attachment
3. Foundation [5 min] (Fletcher)	no attachment
4. Education Council [5 min] (Ayers)	
i) Minutes of the January 24, 2018 meeting	attachment 4
5. Pacific Institution for Sport Excellence [5 min] (Chang)	no attachment

	PAGE
IV BOARD COMMITTEE REPORTS	
1. Executive Committee [5 min] (Rice)	no attachment
i) Board Self-Evaluation Results (Rice)	attachment 8
2. Finance Committee [10 min] (Choi)	
i) Minutes from the January 29, 2018 meeting	attachment 12
ii) Report from the April 3, 2018 meeting	
a) 2018/2019 Budget *	attachment 13
V APPROVAL OF THE MINUTES	
1. Minutes of the February 5, 2018 meeting [2 min] (Rice)	attachment 14
VI NEW BUSINESS	
1. Additional Government Funding and New Programs Update [10 min] (Boraas)	no attachment
2. Centre for Health and Wellness Update [10 min] (Busby)	attachment 18
3. Camosun College Campus Plan [30 min] (Busby)	attachment 18
VII ADJOURNMENT	
* Requires a decision. See Page 3 for the proposed motion.	attachment 3

CORRESPONDENCE [nil]



**BOARD OF GOVERNORS
Monday, April 9, 2018**

IV BOARD COMMITTEE REPORTS

2. FINANCE COMMITTEE

ii) a) 2018/2019 Budget

MOTION:

THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS APPROVE THE COLLEGE'S BUDGET FOR THE FISCAL YEAR 2018/19 WITH TOTAL REVENUE AND TOTAL EXPENDITURE OF \$139,020,652 RESULTING IN A BALANCED BUDGET.



APPROVED Minutes

Wednesday, Jan 24, 2018

4:00 – 6:00 pm

CC 321, Interurban

Present

Andrea Kucherawy, Support Staff
 Bijan Ahmadi, Faculty (Vice-Chair)
 Brent Wasserman, Faculty
 Connie Klassen, ICC Chair
 Dana Campbell, Student
 Isabel Grondin, Faculty
 John Boraas, Administration
 Karen Lightbody, Faculty
 Karen Neilson, Faculty

Nigel Giuliany, Board of Governors
 Patrick Jones, Faculty
 Richard Stride, Administration
 Shelley Butler, Permanent Secretary
 Stephen Benecke, Faculty
 Steven Rumpel, Administration
 Tia Primrose, Support Staff
 Tim Ayers, Faculty (Chair)
 Todd Ormiston, Indigenization Rep

Regrets/Absent

Alison Bowe, Faculty (Leave of Absence)
 Isaiah Jurkuch, Student
 Margarita Saldana Diaz, Student

Peter Ove, Faculty
 Scott Harris, Administration
 Sherri Bell, President

Guests

Olaf Nielsen, Trades and Technology
 Linda Young, Business

Jennifer Gow, Sport and Exercise Education
 Patti Odynski, CETL

ITEM	PRESENTER
A. Call to order and Declaration of Quorum The Regular Meeting was called to order at 4:04 by Tim Ayers, Education Council Chair.	Tim Ayers
B. Acknowledgement of Coast Salish Territory <i>Tim acknowledged the Coast Salish Territory. Camosun College campuses are located on the traditional territories of the Lkwungen and WSÁNEĆ peoples. We acknowledge their welcome and graciousness to the students who seek knowledge here. http://camosun.ca/learn/school/indigenous-education-community-connections/about/index.html</i>	Tim Ayers
C. Round-Table Check-In Tim requested members share their thoughts on Spring.	Tim Ayers
D. Acceptance of Agenda The Jan 24, 2018 agenda was approved by unanimous consent.	Tim Ayers

ITEM	PRESENTER
E. Minutes for Approval	Tim Ayers
The Dec 13, 2017 minutes were approved by unanimous consent.	
F. Reports	
1. Education Council Chair	Tim Ayres
Tim reported that 3 programs have received Expedited Implementation approval from the Education Council Executive. They include Certificate in Business Analysis; Certificate in Trades Skill Foundation (CORE), Construction; and the Certificate in Trades Skill Foundation (CORE), Marine.	
Tim also proposed that Todd Ormiston will fill in for the Indigenization Coordinator Representative until August 31, 2018 as per a recommendation put forward by Eyē? Sqā'lewen. There was no objection expressed by council.	
2. VP Education	John Boraas
John noted that the Education Council Board representative will be decided at the January Board meeting and will be announced shortly thereafter. John also reported that he recently spent some time with the new Minister of Advanced Education, Skills and Training at the Lansdowne campus. John shared that the new minister was very moved by the work we do at the Camosun.	
3. Board Member	TBD
There was no Board meeting held between the December Education Council Meeting and the January Education Council. As such, there is no report at this time.	
G. Committee Reports	
1. Education Council Policy and Standards Committee	Steven Rumpel
Steven noted the Policy and Standards Committee Meeting did not meet in December and January. They will meet again in February. He reported that work is underway on the diversity, equity and inclusion policy. Education Council members who are interested in this policy development are invited to participate on the working group. Steven also noted that the interviews have been completed for the new Policy Specialist position and we are in the reference check stage. An update on the position will be provided at the February meeting.	
2. Awards Committee	Bijan Ahmadi
Bijan will address the report in the Discussion section.	
H. Presentations and/or Discussions	
1. Awards Committee Briefing	Bijan Ahmadi
Bijan presented a briefing on the proposal to dissolve the Education Council Awards Committee. The awards committee has in the past experienced concern over	

ITEM**PRESENTER**

lack of process and guidance in deciding winners of the four awards that fall under the purview of Education Council, and feels that a change in responsibility is necessary to improve access to the awards, and ensure the awards both meet the needs of the donors, and serve better the students they seek to help. The Awards committee feels that their mandate, as described by policy G-3.3 "Awards Committee Terms of Reference" of promotion, selection, assessment, and disbursement of these four awards would be better served by another department of the College, and recommends that **Education Council approve a motion to dissolve the committee** as required by section H.1 of policy G-3.1 "Education Council By-Laws". Further, we request from Scott Harris, Registrar, that these responsibilities be taken over by Financial Aid and Awards, as they have the process, staff, knowledge, and consistency necessary to complete these responsibilities in an efficient and unbiased manner, and provide an outcome that is in the best interest of students

Motion

It was moved by Bijan Ahmadi and seconded by Isabel Grondin that Education Council approve the dissolution of the Education Council Awards Committee effective immediately.

Motion Carried**I. Integrated Curriculum Committee Report****Connie Klassen**

Curriculum Recommended For Approval

PRESENTATION

Olaf Nielsen presents the proposed Trades Skill Foundation (CORE), Marine. As a result of this proposal and to avoid any confusion, the existing Trades Skills Foundation (CORE) with a construction focus, will be revised to Trades Skills Foundation (CORE), Construction. Questions and discussion followed.

Motion: It was moved by Patrick Jones and seconded by Steven Rumpel that Education Council approves the following curriculum:

- Trade Skills Foundation (CORE), Marine (IDS 3032) –new program
- Trades Skills Foundation (CORE), Construction (IDS 3043) – name, description, participation requirements, learning outcomes, content, completion requirements, external licensing
- CORE 100 (IDS 3034) – course title, description, learning outcomes
- CORE 110 (IDS 3033) – new course

Motion Carried**PRESENTATION**

Linda Young presented the proposed Certificate in Business Analysis. Questions and discussion followed.

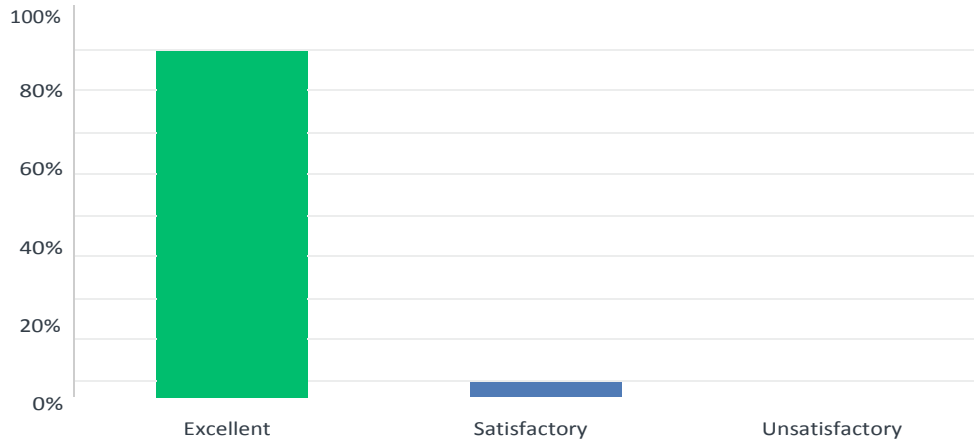
ITEM	PRESENTER
<p>Motion: It was moved by Patrick Jones and seconded by Steven Rumpel that Education Council approves the following curriculum:</p> <ul style="list-style-type: none"> • New Program: Certificate in Business Analysis (IDS 2583) • New Courses: BSNS 551V (IDS 2584), BSNS 552V (IDS 2585), BSNS 553V (IDS 2586), BSNS 554V (IDS 2587), BSNS 555V (IDS 2588), BSNS 556V (IDS 2589), BSNS 557V (IDS 2590), BSNS 558V (IDS 2591) <p style="text-align: right;">Motion Carried</p>	
<p>PRESENTATION</p>	
<p>Jennifer Gow presented the proposed Diploma in Massage Therapy.</p>	
<p>Motion: It was moved by Patrick Jones and seconded by Steven Rumpel that Education Council approves the following curriculum:</p> <ul style="list-style-type: none"> • Diploma in Massage Therapy (IDS 2885) • MASS 105 (IDS 2848), MASS 110 (IDS 2849), MASS 112 (IDS 2854), MASS 115 (IDS 2862), MASS 117 (IDS 5863), MASS 121 (IDS 2850), MASS 122 (IDS 2855), MASS 123 (IDS 2864), MASS 131 (IDS 2851), MASS 132 (IDS 2856), MASS 141 (IDS 2852), MASS 142 (IDS 2857), MASS 151 (IDS 2858), MASS 152 (IDS 2865), MASS 161 (IDS 2866), MASS 180 (IDS 2853), MASS 182 (IDS 2859), MASS 191 (IDS 2860), MASS 192 (IDS 2867), MASS 224 (IDS 2868), MASS 262 (IDS 2869), MASS 270 (IDS 2871), MASS 272 (IDS 2872), MASS 274 (IDS 2876), MASS 276 (IDS 2881), MASS 284 (IDS 2873), MASS 286 (IDS 2877), MASS 288 (IDS 2878), MASS 293 (IDS 2874), MASS 294 (IDS 2880), MASS 298 (IDS 2883) <p style="text-align: right;">Motion Carried</p>	
<p>REGULAR CURRICULUM</p>	
<p>Nil</p>	
<p>J. Adjournment</p>	<p>Tim Ayers</p>
<p>The Meeting adjourned at 5:17 pm.</p>	

Board of Governors Self-Evaluation 2017-18

Total responses: 9/13, 69%

Q1 Do you think the number, timing and length of board meetings are appropriate?

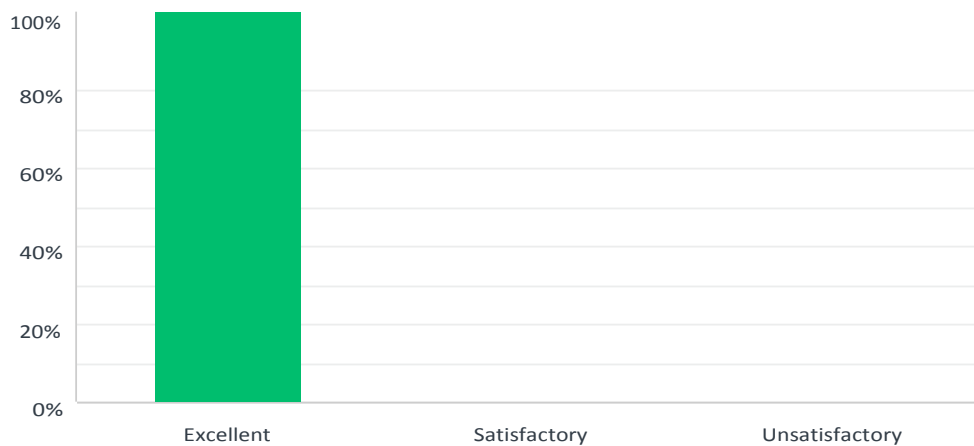
Answered: 9 Skipped: 0



ANSWER CHOICES	RESPONSES	
Excellent	88.89%	8
Satisfactory	11.11%	1
Unsatisfactory	0.00%	0
TOTAL		9

Q2 Did you receive the information you needed (packages, presentations, communication) to fulfill your responsibilities?

Answered: 8 Skipped: 1

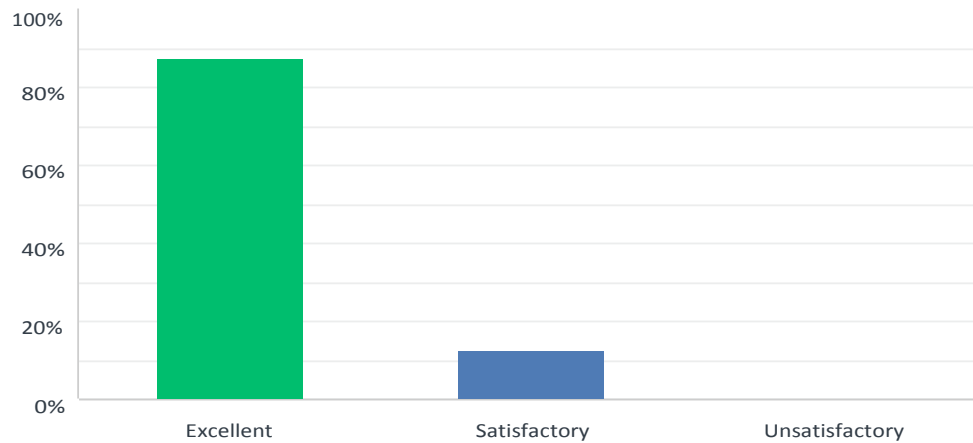


ANSWER CHOICES	RESPONSES	
Excellent	100.00%	8
Satisfactory	0.00%	0
Unsatisfactory	0.00%	0

Board of Governors Self-Evaluation 2017-18

Q3 Do you think the conduct in board meetings is appropriate?

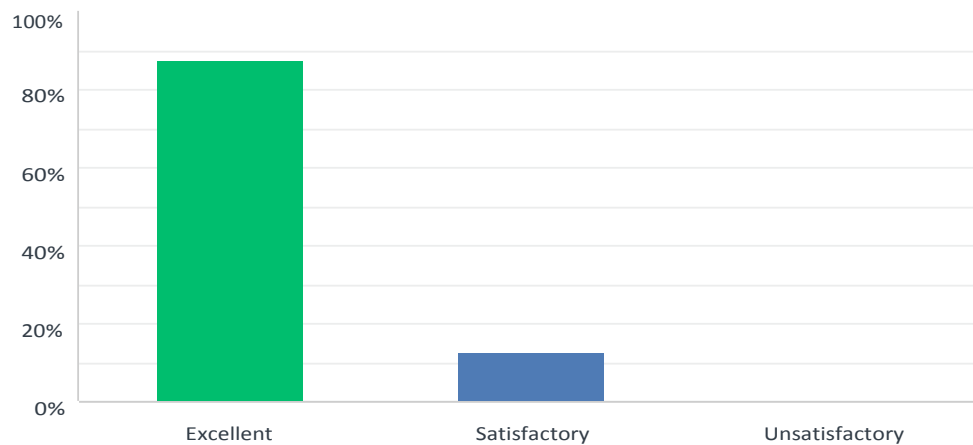
Answered: 8 Skipped: 1



ANSWER CHOICES	RESPONSES	
Excellent	87.50%	7
Satisfactory	12.50%	1
Unsatisfactory	0.00%	0
TOTAL		8

Q4 How well do you believe the board is meeting its mandate?

Answered: 8 Skipped: 1



ANSWER CHOICES	RESPONSES	
Excellent	87.50%	7
Satisfactory	12.50%	1
Unsatisfactory	0.00%	0
TOTAL		8

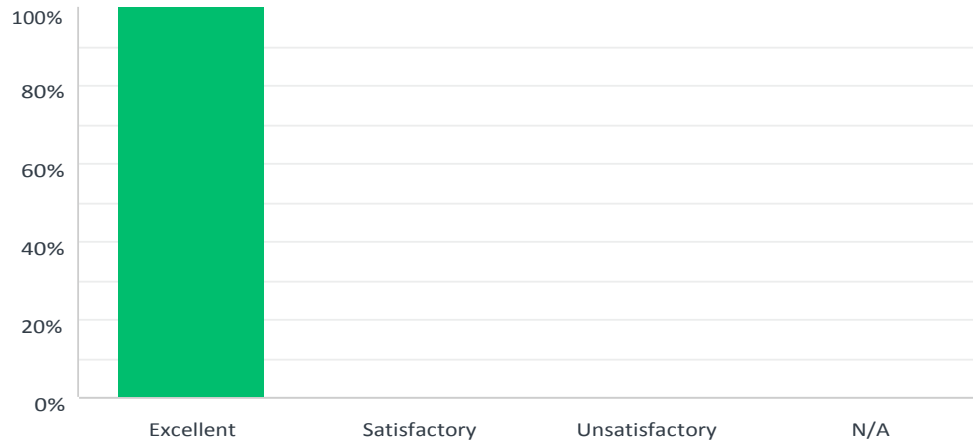
Board of Governors Self-Evaluation 2017-18

... Continued from Page 2

#	SUGGESTIONS FOR HOW THE BOARD CAN BETTER MEET ITS MANDATE:	DATE
1	Assign all Board members to at least one committee	2/22/2018 2:57 PM
2	As a governance board we fully meet our mandate	2/8/2018 2:52 PM

Q5 How well do you believe the Audit, Finance and Executive Standing Committees are meeting their mandates?

Answered: 8 Skipped: 1



ANSWER CHOICES	RESPONSES	
Excellent	100.00%	8
Satisfactory	0.00%	0
Unsatisfactory	0.00%	0
N/A	0.00%	0
TOTAL		8

#	SUGGESTIONS ON HOW THEY CAN BETTER MEET THEIR MANDATES, OR ANY OTHER IMPROVEMENTS:	DATE
	There are no responses.	

Board of Governors Self-Evaluation 2017-18

Q6 If you are a Standing Committee member, do you have any suggestions for improvement? Indicate which one.

Answered: 1 Skipped: 8

#	RESPONSES	DATE
1	I am one of two CAMOSUN reps on the PISE board. I think the board functions very well and have no suggestions for improvement.	3/6/2018 3:53 PM

Q7 Are there areas of additional training that you or the board need?

Answered: 5 Skipped: 4

#	RESPONSES	DATE
1	No	3/6/2018 3:53 PM
2	Some Board members could use fundamental financial literacy training.	2/22/2018 2:57 PM
3	Every board member should have an opportunity to receive governance training or attend the AGB conference to better understand the post secondary sector	2/6/2018 12:58 PM
4	- Training on the fiduciary duties and responsibilities of board members as a reminder - training on how to read financial statements for any board member who may not have this experience	2/6/2018 10:22 AM
5	no good	2/6/2018 9:55 AM

Q8 Do you have any other comments related to the board and its operation?

Answered: 4 Skipped: 5

#	RESPONSES	DATE
1	No	3/6/2018 3:53 PM
2	The Board is operating very well. I can make informed decisions based on the information presented. Thank you to Sherri & Executive team.	2/6/2018 12:58 PM
3	I believe the board operates respectfully and efficiently.	2/6/2018 10:22 AM
4	very good	2/6/2018 9:55 AM



BOARD OF GOVERNORS

FINANCE COMMITTEE MINUTES

MEETING: Monday, January 29, 2018
TIME: 4:00 pm
LOCATION: Paul Building, Room 216, Lansdowne Campus

BOARD MEMBERS:

Cindy Choi, Chair
Sherri Bell, President
Ron Rice
Laylee Rohani

RESOURCES:

Deborah Huelscher, Chief Financial Officer (CFO)

REGRETS: Joanne Cumberland

BOARD ASSISTANT: Heather Martin

I CALL TO ORDER

Finance Committee Chair Cindy Choi called the meeting to order at 4:09 pm.

II APPROVAL OF AGENDA

The agenda was approved as presented.

III MINUTES OF PREVIOUS MEETING

The minutes of the November 6, 2017 meeting were approved as distributed.

IV NEW BUSINESS

1. Financial Management Report for the Nine Months to December 31, 2017

Deborah Huelscher, CFO, provided a summary level update on the financial results for the third quarter of the fiscal year. On a consolidated basis, there is a positive variance at December 31, 2017, and this will carry through to year end. Deborah reviewed the base operations, revenue and expenses, personnel, non-personnel, International Education, Continuing Education, contract and self-funded activities, ancillary services, applied research, and capital.

2. Budget Update for 2018/2019

Deborah Huelscher advised we expect the budget to be similar to the current year, and noted there will be 40 new seats in technology programming funded by Government. The College will focus on investing funds for capital projects including the Master Campus Plan and the move between campuses when the new health building opens.

V ADJOURNMENT

The meeting was adjourned at 4:47 pm.



**BRIEFING NOTE
BOARD OF GOVERNORS**

SUBMITTED BY: Deborah Huelscher
DATE: April 9, 2018
TOPIC: Operating Budget 2018-19

For Information: _____ For Decision: X _____ For Discussion: _____

1. OVERVIEW

All members who were in attendance at the special Board Finance committee meeting on April 3, 2018, received a comprehensive review of the 2018-2019 operating budget. There was ample discussion with the opportunity for questions.

2. OPTIONS

- Approve the proposed 2018-19 operating budget. After meeting with the whole board, the Finance committee recommended that the board approve the proposed budget.
- Do not approve the proposed 2018-19 operating budget.

3. FINANCIAL IMPLICATIONS

The College has developed a balanced budget that reflects the planning priorities of the institution and allows for financial flexibility in order to mitigate potential future financial challenges. Our senior leadership team is very aware of the financial implications of every decision that is made, and they will continue to apply budget risk mitigation strategies to successfully manage the financial performance throughout 2018/19.

4. COMMUNICATIONS

Communication on the budget updates will continue throughout the year in CamNews announcements.

5. RECOMMENDATION AND OR MOTION

MOTION:

THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS APPROVE THE COLLEGE’S BUDGET FOR THE FISCAL YEAR 2018/19 WITH TOTAL REVENUE AND TOTAL EXPENDITURE OF \$139,020,652 RESULTING IN A BALANCED BUDGET.



BOARD OF GOVERNORS

REGULAR MEETING MINUTES

MEETING: Monday, February 5, 2018
TIME: 5:00 pm
LOCATION: Paul Building, Room 216, Lansdowne Campus

BOARD MEMBERS:

Ron Rice, Chair
Sherri Bell, President
Cindy Choi
Stefan Fletcher
Bill Gyles
Laylee Rohani, Vice Chair
Al van Akker
Phil Venoit
Melanie Winter

ADMINISTRATION:

John Boraas, VP Education
Shane Busby, VP Administration
Geoff Wilmshurst, VP Partnerships
Joan Yates, VP Student Experience

GUESTS: Ian Humphries, Dean, School of Access & Eyē?
Sqâ'lewen: CIECC
Janice Simcoe, Director, Centre for Indigenous
Education & Community Connections (CIECC)

REGRETS:

Mitchell Auger-Langejan
Tim Ayers
Stephen Chang
Joanne Cumberland
Deborah Huelscher, CFO
Barb Severyn, HR

BOARD ASSISTANT: Heather Martin

I CALL TO ORDER

Ron Rice, Chair, called the meeting to order at 5:06 pm.

II OATH OF OFFICE

Ron Rice administered the Oath of Office for Phil Venoit.

III APPROVAL OF THE AGENDA

The agenda was approved as distributed.

IV BOARD MEMBER REPORTS

1. Chair's Report

Ron Rice, Chair, noted his role as board chair began on January 1, which is a quiet month for the board. It has been very busy for him personally, as he started a new job as Executive Director at the Victoria Native Friendship Centre. There is one vacant seat remaining on the board. Ron

wrote to Tony Loughran, ADM, to remind them we need a qualified accounting professional to succeed Cindy Choi, and to ask when we can expect it to be filled.

Ron met with Sherri Bell, President, for general planning. The March 5 board meeting will have a special focus on education, and will take place in the Wilna Thomas Cultural Centre at 5pm. Sherri and John Boraas will have more information.

On January 24, Sherri and Ron joined the Minister of Advanced Education, Skills & Training (AEST), Melanie Mark for a visit to the Lansdowne campus. When she arrived, staff and students welcomed her at Na'tsa'maht with drumming and singing. Minister Mark was very touched when one of the students gave her an eagle feather. She shared her stories about her own education and spoke with the students about theirs. The Minister then had the opportunity to speak with students and staff in the Dental Clinic.

Scott Harris, Registrar, approached Ron for input regarding the new electronic voting system for the Board of Governors and Education Council. Last year's electronic pilot saw an increase of up to 50%. Paper ballots were still available for those who wanted them.

Phil Venoit will be the new board Liaison to the Education Council.

The board evaluation process will be different this year. Heather will send out a short electronic survey that can be completed on a hand-held device. When the results are in, the board Executive will contact board members individually for a 15 minute one-on-one interview. It is very important to participate.

2. President's Report

Sherri Bell, President, congratulated Ron Rice on his new role as chair. Her first planning meeting with him was at the Victoria Native Friendship Centre. Sherri met ADM Jeff Vasey in December and worked with him to arrange AEST Minister Melanie Mark's tour on campus. Sherri, John Boraas, and Ron Rice joined Minister Mark, who had a great emotional connection with the students. Janice Simcoe created a meaningful environment for her with the gathering at Na'tsa'maht. Cynthia Smith organised the visit to the Dental Clinic immediately afterwards. Sherri visited the SAIT campus in Calgary in January. It was a great exchange and Sherri took away many good ideas.

A demand analysis has been prepared for student housing. The analysis shows that Camosun could use housing on both campuses. The Government will deliver a housing strategy soon, and we must be ready. The new campus plan is about to be launched. The majority of health programs will move to Interurban campus, and some programming will move to Lansdowne. The RFP has closed, and work should begin in February or March. It will take 1.5 to 2 years to complete. They will look at every space at the College.

The Vancouver Island post-secondary presidents met on campus last week. The presidents from North Island College, Vancouver Island University, University of Victoria, Royal Roads University and Camosun shared information on housing, mental health strategies, and implementation of the Sexual Violence & Misconduct Policy legislated policies.

Jodi Kitts is the new Director of Advancement. She worked previously as a medical and engineering fundraiser at UVic, and knows the community well. Janice Hanna is the new Director of Continuing Education and Contract Training.

The March 5, 2018, board meeting will have a special focus on education. The board will be separated into groups, then will move around to seven different stations for presentations from faculty and students about new programs and partnerships between schools and disciplines. John Boraas, VP Education, advised Camosun received \$200,000 in start-up funds from the Government for technology seats. There will be two cohorts of 20 students.

3. Foundation

Stefan Fletcher, Foundation Liaison, attended his first meeting in December. Geoff Wilmshurst, Vice President Partnerships, noted the next meeting will be on planning. Jodi Kitts is the new Director of Advancement. The fundraising campaign for the health building will have a formal launch in May. Almost half of the \$5M goal is expected to be raised by then.

4. Education Council

John Boraas, noted the minutes from the November 15 and December 13, 2017, meetings were included in the agenda package. John reviewed the highlights. In November, the Vice Chair was seconded to another position so resigned from Education Council. The position has been posted.

V BOARD COMMITTEE REPORTS

1. Executive Committee

Ron Rice, Chair, Executive Committee, advised the revised Terms of Reference for the Award for Innovation will be distributed soon. The key change is that Camosun's Hospitality Management students will mount the award presentation event for the board as part of their applied learning.

2. Finance Committee

- i) The minutes from the November 6, 2017, Finance Committee meeting were included in the agenda package.
- ii) Cindy Choi, Chair, Finance Committee, gave a report on the January 29, 2018, meeting. Deborah Huelscher, CFO, gave a high level report on the financial results for the nine months ending December 31, 2017, and the updated forecast for the year. The report has been submitted to AEST which meets their reporting requirements. Deborah reviewed the base operations, revenue and expenses, personnel, non-personnel, International Education, Continuing Education, contract and self-funded activities, ancillary services, applied research, and capital. There were some variances but overall the forecast remains for a balanced budget at March 31, 2019 of \$130M.

VI APPROVAL OF THE MINUTES

The minutes of the December 4, 2017, meeting were approved as distributed.

VII NEW BUSINESS

1. Centre for Health and Wellness Update

Shane Busby, VP Administration, advised they are making good progress on the building, and the vertical structure is now emerging. The team of Colliers, Stantec and Knappett are working very well together. The Ministry gave verbal approval for a six-month extension. Through value engineering \$1.2M has been captured in savings, with hope for an additional \$.8M. They are

working with AEST to address any increased cost issues. The construction industry in Victoria is super-heated, so all construction is seeing overruns.

2. Exempt Compensation

Sherri Bell, President, noted that while it is a provincial matter, the financial implications are of interest to the board. The Public Sector Employers Council (PSEC) has now approved the Framework, but the Government has not released an implementation plan. The intent of the framework and plan is to get exempt staff to the 50th percentile. Currently, some positions would take decades to reach 50% because of the 2% cap. The cost to the College for the 78 Exempt employees would be \$120K a year at 2%.

3. Indigenization Update

Janice Simcoe, Director, Centre for Indigenous Education & Community Connections (CIECC), noted Camosun is well respected in the system for Indigenous education as a whole, and for the community collaboration with local First Nations communities. Ian Humphries, Dean, School of Access & Eyē? Sqâ'lewen: CIECC, works with Janice on Indigenization and the Truth and Reconciliation (TRC) Project Charter. Camosun is in year two of our implementation plan responding to the call to action for Truth and Reconciliation. Janice and Ian highlighted the success stories from 2017.

VIII ADJOURNMENT

The meeting was adjourned at 6:26 pm.

Ron Rice, Chair

Date

Heather Martin, Recorder

Centre for Health & Wellness Update

Shane Busby
VP Administration

UPDATE:

- **Schedule** – a couple of slips but time has been made-up by crews working longer
- **Project Team:** Still difficult to recruit & retain qualified tradespeople (e.g., carpenters)
- **Tenders:** almost all packages have been tendered; no additional surprises, holding on track with current costs; VE process continuing
- **Concrete:** 2nd Floor fully poured, 3rd underway
- **IPT Team:** Colliers, Stantec & Knappett working closely & well

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BOARD PRESENTATION MasterCampus Planning

Shane
April 2018

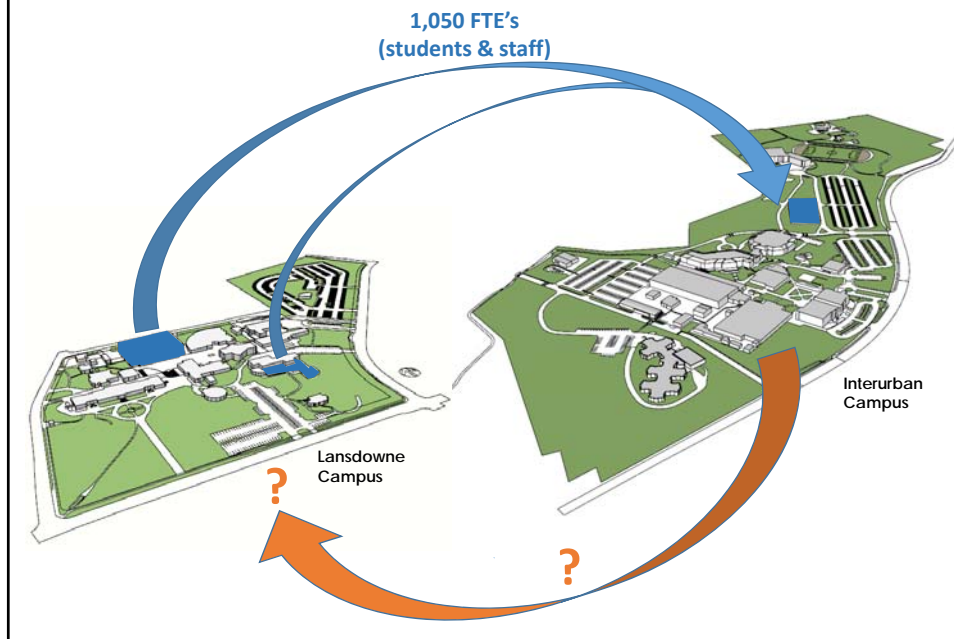
What is a Master Campus Plan

.. a long-range plan (document) that balances, harmonizes, and optimizes all elements of physical space and is designed to guide the future actions of a community



3

Trigger for the Process



Value of a Flexible Master Plan

- **Visionary**
 - Provides a clear, directional, flexible vision of what is possible at both campuses over a long-term horizon
 - Combines statistical analysis & trending with space analysis and mapping to fashion a future picture of what is possible
- **Accountable**
 - Provides Camosun with an opportunity to allocate its limited resources efficiently, effectively and accountability
- **Strategic & aspirational**
 - Lays out a plan to rejuvenate and refresh the College – many of our buildings are many decades old, with several requiring demolition
 - Readies the College for action!
- **Stakeholder Confidence & Input**
 - Messages to government and other stakeholders that Camosun is serious, focussed, and duly diligent when it comes to strategically mapping its future (and a sound steward of public funds)



5

Value of a Flexible Master Plan (cont.)

- **Reduces Risk**
 - Reduces risk (i.e. financial, legal, time, municipal, building/development, reputational) through sound application of visionary planning
- **Community**
 - Physical and process opportunities to continue to bring together, to fit, and to align services and supports for the Camosun community
- **Availability of Land**
 - Availability of developable land for Camosun at its two sites is diminishing - careful thought and planning is required to use remaining land to its highest purpose

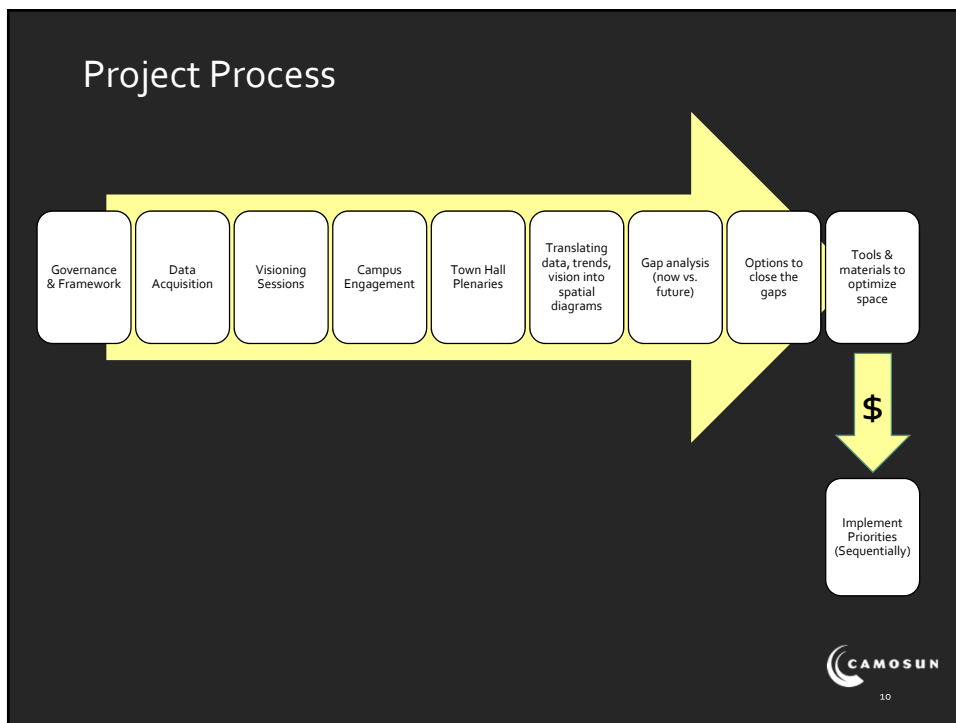
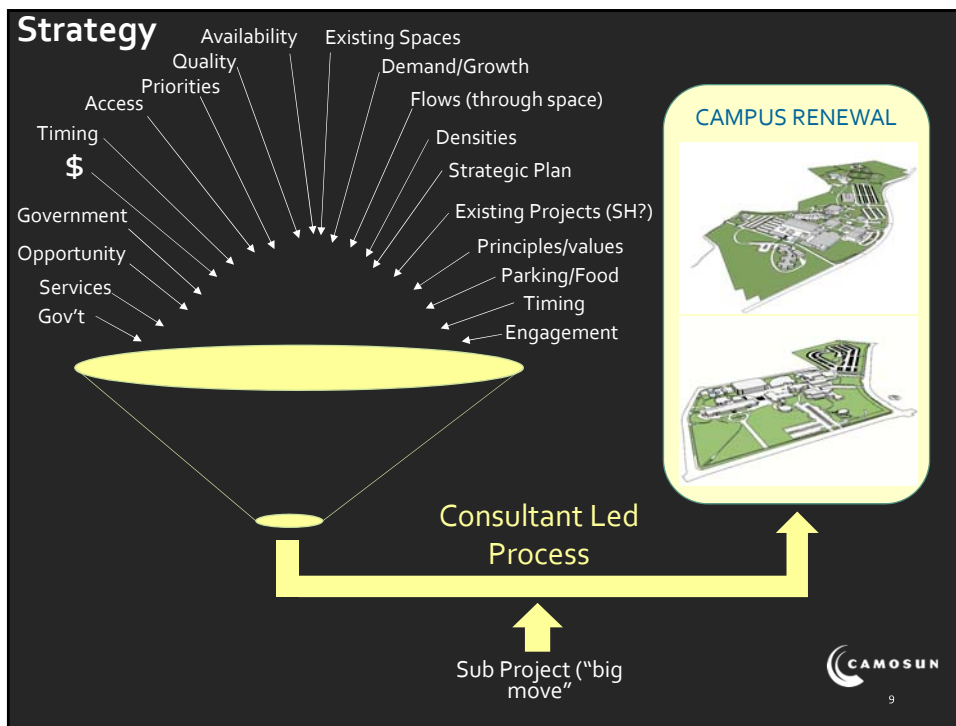


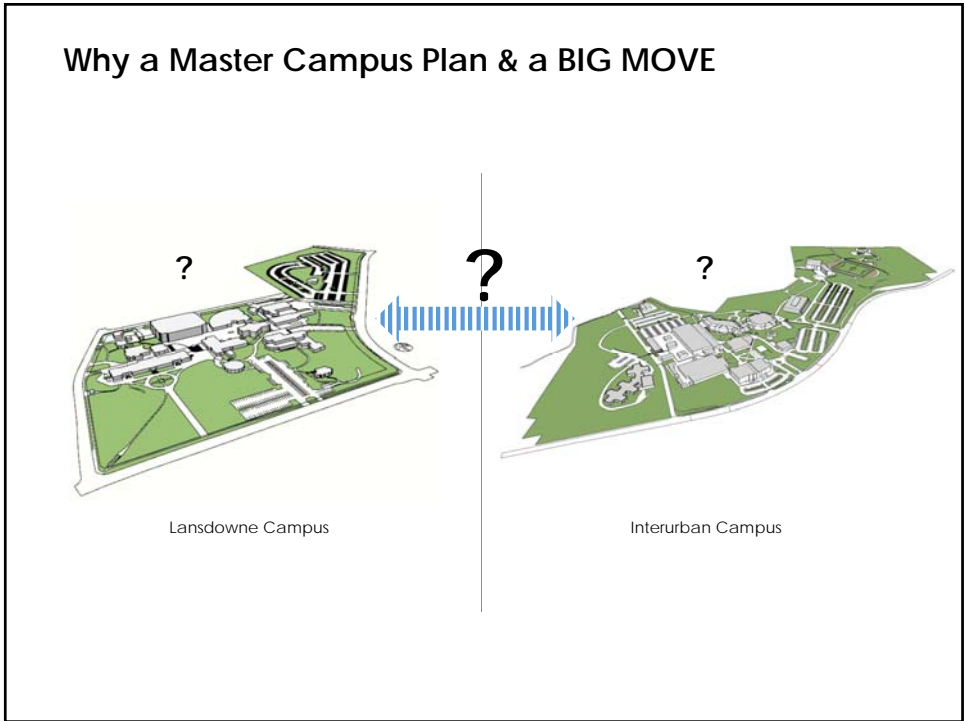
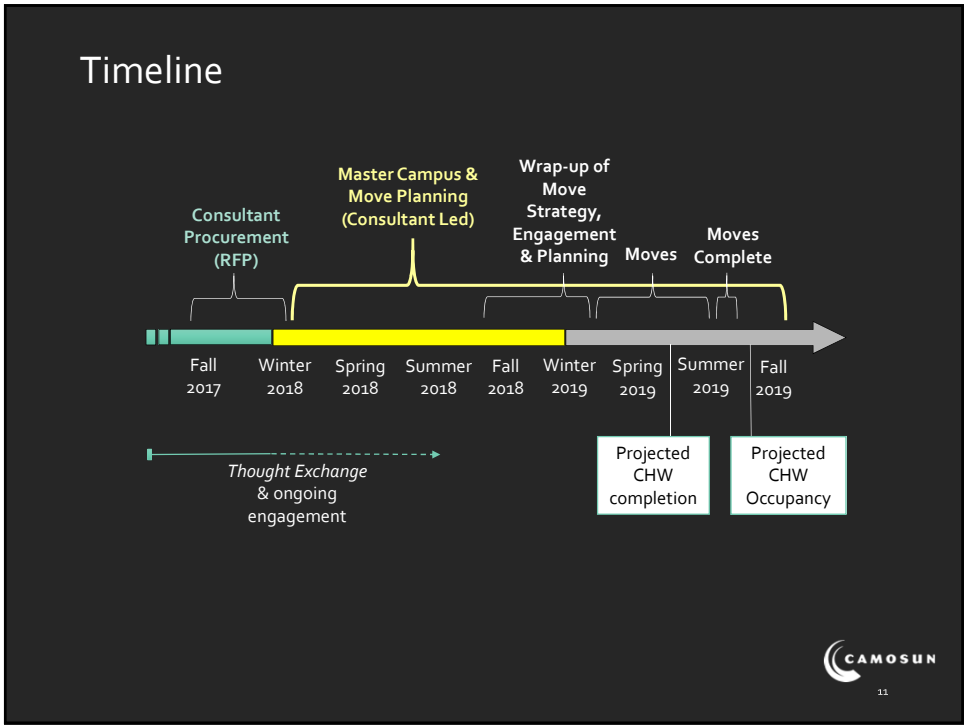
6



Consultants & Stakeholders

- **Consultants (*ThinkSpace/Stantec*)**
 - Team contains experts in campus master planning, as well as familiar faces from Stantec (i.e. Ray Wolfe, Lead Architect, CHW and Anthea Ho, Architect, CHW)
 - Team "gets" what Camosun is striving toward strategically
 - Team "gets" that Camosun wants something flexible & useable
 - Price point of proposal was very reasonable
- **Stakeholders**
 - Board
 - College Executive Team (CET)
 - MCP Steering Committee
 - Senior Leadership Council (SLC)
 - College Project Team
 - Data Team (ad hoc, as required)
 - College Community
 - Stakeholders near to the College (e.g., CCSS, PISE)
 - Stakeholder external to the College (e.g., Saanich, Oak Bay, residents)







BOARD PRESENTATION

Student Housing

Shane
April 2018

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Update

- Significant work underway to assess, scope, and develop a business case for student housing:
 - SCION GROUP – Demand Analysis
 - INVERLEITH – Business Case
 - ONGOING POSITIONING – multiple discussions with senior AEST staff & Minister
- Informed by Campus Master Plan
 - Outputs and learnings from the Campus MP will inform SH
- Government announcement
 - \$450M in loan funding to qualified operators (which we are attempting to become)
 - Details have yet to be specified, but clearly PSI's will need to demonstrate ability to pay back over time, to develop the project(s), and to be able to integrate [more] student housing into operations
- Camosun approaching documentation completion – shovel ready?
- Significant change in operating environment and the College overall
 - Current operation: 8:30 to 4:30 Mon to Friday
 - Future with SH: 24/7/365 - 12 months per year occupancy with added amenities
 - Positioning the College as capable, competent, eager and skilled will be required
 - Significant services will be required – some added to existing, some net new



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Scion Report Findings



- Analysis considered entire rental housing market in South Island
- Five (5) **focus group** sessions were conducted and multiple white-board sessions
- Limited access to housing may be **diverting** students elsewhere who might otherwise prefer Camosun
- **Off-campus** housing SH is at least as popular as on-campus SH
- There is VERY little interest from students in **sharing bedrooms** to save money
- Within this context, demand for SH
 - 335 to 504 beds at IU and
 - 337 to 528 beds at Landowne
 - If building on one campus - 637 to 956 beds



Scion Report Findings

- Rooms options featuring **private/semi-private bathrooms** were preferred over kitchen/kitchenette (if choice required)
- Students emphasized **kitchen access on the floor** or **shared** between two floors – not just one kitchen for the building
- **Upper year** students want better/more access to **kitchen**, but even lower year students interested – very high preference reported by **international** students



Scion Report Findings

- Price (as usual) is a key consideration - recommendation by consultant
 - that a **variety of options** be considered which could provide an equally updated and quality residence experience with
 - different **price point options** – but with privacy at the forefront



Next steps

- **Business case & options analysis completion**
 - Pro forma budgets (operating, capital, cashflow analysis)
- **Positioning continues**
 - Camosun continues to stress it has the capability, core competencies and resources to take the project on and integrate SH into its core business
- **Visioning process Proposed (Scion)**
 - Internal to the College Community
 - Consolidate vision of College
- **Site analysis & assembly**
 - Explore in more detail where and what is possible (from a locational perspective)

