

CAMOSUN COLLEGE BOARD OF GOVERNORS

Minutes of the Regular Meeting Monday, June 11, 2007 Lansdowne Campus

I CALL TO ORDER

Kim Hesketh called the meeting to order at 5:30 p.m.

II APPROVAL OF THE AGENDA

The agenda was approved with the addition of "Board Remuneration" under New Business.

III APPROVAL OF THE MINUTES

Minutes of the May 7, 2007 meeting were adopted as submitted.

IV UNION REPORTS

i) CCFA Report to the Board

A written report from CCFA was distributed with the meeting package.

It was moved and seconded that:

A COMMUNIQUE BE SENT FROM THE OFFICE OF THE PRESIDENT TO THE COLLEGE COMMUNITY WITH RESPECT TO ISSUES AROUND PSI REGARDING CLASSROOM AND OFFICE SPACE, JOBS, MORALE AND PROGRAMMING.

It was moved and seconded to amend the motion by removing the word "morale" and including the words "subject to advice from college legal advisors."

The amendment to the main motion was adopted with final wording being as follows:

MOTION:

THAT A COMMUNIQUE BE SENT FROM THE OFFICE OF THE PRESIDENT TO THE COLLEGE COMMUNITY WITH RESPECT TO ISSUES AROUND PSI REGARDING CLASSROOM AND OFFICE SPACE, JOBS, AND PROGRAMMING, SUBJECT TO ADVICE FROM COLLEGE LEGAL ADVISORS.

DEFEATED

ii) CUPE Report to the Board

A written report from CUPE was distributed with the meeting package and reviewed by Ian McLean, CUPE National Representative, on behalf of CUPE Local 2081 President, Jerry Oetting.

There was lengthy discussion around the contents of the reports from both unions. It was suggested, and readily agreed to by Liz Ashton, that she will communicate on a regular basis with the college community regarding the status of the PSI project.

V ORIENTATION PRESENTATION

Camosun College International Offshore Program Delivery - Current Initiatives

Dawn Sutherland, Director of Camosun College International, discussed two major initiatives being pursued offshore. Camosun College has been asked to assist in the establishment and management of a new higher education college in the Kingdom of

Saudi Arabia. In March 2007 four Camosun employees traveled to Saudi Arabia to do a feasibility study (costs covered by the Saudi Arabian government.) Initial impressions are that many programs that are of high interest or need are consistent with Camosun's areas of expertise. A contingency from Saudi Arabia will visit Camosun in October 2007. In the meantime, the college is continuing to gather information and has undertaken a definition of Camosun capabilities and identification of suitable partners, if warranted (university level.) A decision regarding the level of Camosun's engagement will be made in Fall 2007.

The second major opportunity is to partner with the Maple Leaf Institute of Technology in China in the modification and delivery of the Camosun College Home Support Assistant Program for workers in China's emerging homecare industry. There is an immediate need for 30,000 home support assistants in Dalian and for 100,000 in Shanghai. The intent of the project is to train Chinese to work in China. It is projected that there will be student intakes of 800-1200 per year from fall 2007 onward. The length of Camosun's involvement is anticipated to be approximately three years. A visit to China will be made shortly to finalize details of a contract and to determine the scope of curriculum modifications.

VI NEW BUSINESS

1. Board Remuneration

The Board was reminded of discussions which took place in Fall 2004 regarding remuneration for all Board members, not just appointed and student members. At that point the response from the Ministry was that legislation did not allow remuneration of staff/faculty representatives. It was noted that since then the subject has been raised twice by Camosun Board members at ACCC events and the response has been that it is not on that organization's agenda. It was suggested that the issue needs to be raised by the college system.

VII BOARD COMMITTEE REPORTS

1. Finance Committee

Notes of April 2 and 24, 2007 meetings, having been verbally reported on previously, were distributed with the meeting package. Ann Moskow reported on the May 30th Finance Committee meeting and brought forward recommendations from that committee. Ann noted that the meeting was attended by Scot Hooker and Larry Ross of KPMG.

i) Audited FTE Enrolment Y/E March 31/07

The Audited FTE Enrolment report for the year ended March 31, 2007 was included with the agenda package as an information item.

ii) Operating Fund Balance

A briefing note was included in the agenda package. As the college has now surpassed its target for a contingency fund (2.5% of its annual operating budget), it is recommended by the Finance Committee that \$350,000 of the surplus be designated to start a fund to support future capital expenditure in support of the College's Strategic and Campus Plans.

MOTION:

THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS DESIGNATES \$350,000 OF THE UNRESTRICTED OPERATING FUND BALANCE TO BE INTERNALLY RESTRICTED FOR FUTURE CAPITAL EXPENDITURE.

CARRIED

iii) Audited Financial Statements Y/E March 31/07

The Finance Committee reviewed the audited financial statements for the year ended March 31, 2007 and received an audit findings report from Scot Hooker and Larry Ross.

MOTION:

THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS APPROVES THE AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED MARCH 31, 2007, AS MODIFIED BY THE PREVIOUS MOTION.

CARRIED

iv) Financial Information Act Report 2006-2007

The Finance Committee reviewed the Financial Information Report for 2006-2007 and recommended its approval.

MOTION:

THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS APPROVES THE 2006/2007 FINANCIAL INFORMATION ACT REPORT AND AUTHORIZES ITS SUBMISSION TO THE MINISTER OF FINANCE AND THE MINISTRY OF ADVANCED EDUCATION.

CARRIED

2. Executive Committee

Kim Hesketh advised that two potential candidates have been identified to replace Lee Lange and a submission will be going forward to the Board Resourcing and Development Office. The Executive Committee has completed its formative evaluation of the President. All Board members are asked to complete the Board Evaluation which was distributed electronically and submit it to Rosemary Smedley no later than June 15th.

3. Advocacy Committee (nil)

4. PSI Steering Committee

David Johns gave a verbal report of the May 8th PSI Steering Committee meeting as well as their retreat on May 17th. Meeting topics included the review of a draft sponsorship agreement with Thrifty Foods, discussion of naming opportunities for sponsors, fundraising updates, acceptance of the Founding Members Principles document, discussion of guiding principles for the PSI partnership, and the selection process for the third community member of the PSI Board of Directors.

Paul McGeachie provided a project update which included project and construction milestones and schedules.

VIII BOARD MEMBER REPORTS

1. Chairman's Report

Kim Hesketh noted that the College Graduation ceremony takes place this Friday; Cindy Robertson will be representing the Board. Kim was a member of one of four Camosun teams at the Project Literacy Golf Tournament; he noted that the Camosun participants showed great spirit. Kim thanked Peter Baillie, Maureen Duncan, Peter Lloyd and Ann Moskow for their commitment and contributions to the Board and the college over the past six years. He also thanked Clarence Bolt for his contributions during his three year term and Jennifer Chapman for her one year term.

2. President's Report

i) General Update

Camosun apprentice Adam Tyrell won a silver medal in carpentry at the recent Skills Canada competition. Jason Moulton just missed the bronze medal by .5%.

Three Camosun aboriginal students have won Alberta Centennial scholarships: Cynthia Fidler (Nursing), Lara Des Roches (Nursing), and Natasha Marshall (First Nations Community Studies) each received a \$2,005 scholarship.

Camosun College Community Learning Partnerships student Florence Dick was recently selected as one of 14 students across Canada to receive the Cooperator's Learner Achievement Award which is present to learners showing substantial academic and personal growth.

Camosun College has been recognized as one of the leaders in the province in implementing enterprise wide risk management. Liz noted the work of Pat Felker and Peter Lockie has led to this success and that presentations they have made to various groups across Canada have led to many others adopting Camosun's risk management process.

Liz thanked all departing Board members for their contributions over their terms of office; their expertise, commitment, ethics and intellect have enriched both the Board of Governors and the college.

ii) Pacific Sport Institute Update

The Leading Edge Endowment Fund (LEEF) Chair has been named: Dr. Tim Walzak, currently President and CEO of UVic's Innovation and Development Corporation, has accepted the position and is expected to begin in November. Phase 2 of the Capital Campaign is underway and will include a public campaign as well as targeting philanthropists and philanthropic organizations. The update of the operational Business Plan is expected to be completed later this month. Two community consultations are planned: health and wellness on June 13th and K-12 system on June 18th. PSI is looking at a potential partnership with the international humanitarian organization "Right to Play" that uses sport and play to help the world's most disadvantaged children and youth.

3. Foundation

Susan Haddon reported that there will be four Distinguished Alumni Awards presented at the June 15, 2007 Graduation ceremony. The Foundation will have its Annual General Meeting on June 21st. There will be a donor recognition event on September in the atrium of the Campus Centre building at Interurban.

4. Education Council

Joan Yates reviewed the minutes of the May 16, 2007 Education Council meeting which were included with the agenda package.

5. Other News

Keith Todd noted that there were two Camosun College teams in the Corporate Rowing Challenge. There was also a lot of college involvement in the Operation Trackshoes event which was held recently.

A letter from CUPE BC regarding the Trade, Investment and Labour Mobility Agreement has been received and will be forwarded to the Board members.

X ADJOURNMENT

The meeting adjourned at 8:15 p.m.

Minutes approved August 27, 2007