

CAMOSUN COLLEGE BOARD OF GOVERNORS

Minutes of the Regular Meeting Monday, October 1, 2007 Interurban Campus

I CALL TO ORDER

Kim Hesketh called the meeting to order at 5:43 p.m.

II OATH OF OFFICE

Peter Lockie, Commissioner for Taking Affidavits, administered the Oath of Office to Wayne Dalby and Lauryn Morley.

III APPROVAL OF THE AGENDA

The agenda was approved as distributed.

IV APPROVAL OF THE MINUTES

The minutes of August 27, 2007 inaugural and regular meetings were adopted as distributed.

V UNION REPORTS

1. CCFA Report to the Board

Susan Johnston reviewed the report distributed with the Board meeting package. Baldev Pooni responded to concerns regarding the non transferability of sports education programming, noting that meetings have been held with students in the program to clarify the situation; while the programs do have a career outcome, the college is trying to maximize transfer options for students.

VI ORIENTATION PRESENTATION

Camosun College's Strategic Plan - Update on Board Priorities

Liz Ashton reviewed the report distributed with the Board meeting package. Liz noted that in May 2006 the Board prioritized the governance-focused strategies contained in the college's 2006-2008 Strategic Plan and this report was to give an update on the progress made on those objectives.

Foster, track and improve relationships with public and community groups, business and industry, agencies and all levels of government.

There has been significant activity in this area including every area of the college being involved in partnering out to the community, ramping up contacts in the community, and particular attention paid to partnering with all levels of government.

Continually monitor our market competition to assess our strengths and vulnerabilities.

The third iteration of this is being done at both the local and international level. An Associate Director for Marketing has been hired by the College and Community Relations Department. The Enrolment Management Project is ongoing.

Develop a succession planning initiative which includes recruitment planning, hiring standards, recruitment goals and mentorship.

A Succession Plan has been put in place that addresses targeted attraction, recruitment, development and retention; productivity improvement; organization effectiveness; building leader capability; and increasing employee contribution. Recent management recruitment in several departments has had successful outcomes. Key "hot spots" in faculty hiring include Trades, Accounting and Nursing instructors.

Actively and creatively seek funding avenues through which campus development can be resourced.

Senior executives have been pursuing avenues through both provincial and federal (Western Economic Diversification) government channels as well with the private sector. A five year Capital Plan is in place. A relationship is being built with Partnerships BC as any new capital projects in excess of \$20M now require their involvement in order to proceed.

Expand post-basic program options (advanced certificates and diplomas) and applied degrees.

A series of Associate Degree options, Applied Degree options and new diplomas are being developed. Trades credentials have been expanded. The Inter-professional Mental Health and Addiction post-degree was launched in March 2007 and is the first credential of its type. The college's Access credentials have expanded in partnership with Trades in construction programs and culinary arts programs to be delivered to First Nations communities off-site.

Establish effective advisory bodies in all applied program areas, as well as special areas of focus such as Pacific Sport Institute, Student Services, First Nations, alumni and specific populations.

The college now has advisory committees for approximately 75% of its programs and services. The PSI project structure is fully matured and reflective of all of the various stakeholders' interests. The Board of PSI has been established and a Founding Members Framework document has been developed.

VII NEW BUSINESS

1. Fall 2007 Enrollment Report

Paul Merner reviewed the report previously distributed to the Board. Over all, there is a 1.6% decrease in enrolments with increases in Business programs, Sport programs and Health and Human Services programs and enrolment in other program areas being neutral or showing small declines. The full time/part time mix is showing a shift towards full time (to 60.2% from 58.4%.) International Education enrolment is down 6.5% (Paul McGeachie noted that this is caused by a retention issue; the department is still close to meeting its budgeted target.) Community Education is up 983 course registrations or 62.8%. Paul Merner predicted that, despite small declines in some areas, the college's FTE should increase this year and FTE utilization is expected to be 90.5% if trends continue.

VIII BOARD COMMITTEE REPORTS

1. Finance Committee

Kyman Chan noted that the Finance Committee had met on September 10 but as a quorum was not achieved, the minutes of the May 30, 2007 meeting were being brought to the Board for acceptance. Peter Lockie has reviewed the first quarter financial results with Kyman and reported that, thus far, everything is on target and on budget. Revised Terms of Reference for the Finance Committee and Terms of Reference for a new Audit Sub-Committee will be brought to the next Finance Committee meeting for review.

MOTION:

**THAT THE FINANCE COMMITTEE MINUTES OF THE MAY 30, 2007 MEETING BE
ACCEPTED.
CARRIED**

2. Executive Committee

No report.

3. Advocacy Committee

Robin Adair noted that the Advocacy Committee had met (unofficially as there was not a quorum) immediately prior to the Board meeting. Liz Ashton and Susan Haddon gave an update on the history of this committee and discussed future needs. Two areas the group needs to focus on are advocating with the government for annual inflationary funding and for funding for a health building. Robin noted that the committee will support the work already being done by the College and Community Relations department.

4. PSI Steering Committee

David Johns noted that the minutes of the August 14, 2007 meeting (reported on verbally previously) were included in the Board meeting package. The committee met on September 11. Topics discussed were a revision to the PSI Society Constitution and Bylaws to change the composition of the Society's Board of Directors to: Camosun - four representatives, PacificSport Victoria/PacificSport BC - four representatives (ratio to be determined by those two entities), and three community members. The CEO search is underway with ads being placed on the PSI website as well as national and international sports and education sites; the closing date for the position is October 30th. The building project remains on time and budget; work on the field is ahead of schedule. A marketing plan is being developed.

IX BOARD MEMBER REPORTS

1. Chairman's Report

Kim Hesketh noted that the by-elections for the remaining student position on the Board as well as the faculty position will take place at the end of October.

2. President's Report

i) General Update

Liz Ashton distributed copies of the British Columbia College Presidents (BCCP) Triennium V paper. The BC College Presidents submit the system's strategic priorities to the government every year prior to budget. Triennium V gives an overview of key system priorities: The Student and Learner: access and affordability, and The Economy in Local Communities and the Province: preparing the workforce, demographics, aboriginal learners, first generation learners and immigration.

A concept paper has also been prepared by BCCP to the government suggesting an alternative to the move to regional universities (which was one of the recommendations in the 2020 report.) The alternative suggestion is to create a Provincial University of Academic and Applied Degrees. This would not be a bricks and mortar institution; each college and university college could offer programs through it. The College Safety department continues to monitor critical incidents at other institutions to ensure that Camosun is taking all reasonable steps to be prepared for

such an event. The College Safety department comprises two security professionals who are trained in the Incident Command System (ICS) which is used province-wide by all emergency agencies. Emergency communication within the college is done via cell phone, 2-way radios, e-mail and using a Physical Resources staff fan out system. Protocols are in place to alert college executive and the College and Community Relations Department who will use the media and the web site to prevent other students and staff from arriving on campus. Emergency response plans are also in place. The college has a Safety Net Group consisting of Counsellors, Disability Resource Centre, College Safety, the Ombudsman, International Ed Counsellors, and First Nations staff, to deal proactively with difficult students who are identified as at risk; the group is also available for follow up after traumatic incidents.

The Foundation recently received a bequest of \$305,555 from Nora MacMahon in honour of Jean Maud Wainwright. The funds will be used for a bursary to recognize and assist worthy second year students in the achievement of their career goals and who are in good academic standing and demonstrate financial need.

Liz provided an overview of a report done by CC Benefits (and funded by the Ministry) on the socioeconomic benefits of Camosun. The components of the study were regional economic development and investment analysis. The annual contribution to the region through college operations spending, student spending and past student productivity is \$816,646,000 or 5.7% of the total regional economy. The annual rate of return that students receive on their education investment is 15.3%. The annual rate of return that taxpayers receive on their educational investment is 15.8%. The report also explored student benefits, social benefits and taxpayer benefits. The end conclusion being that Camosun enriches the lives of learners, increases students' lifetime income, generates government revenue, reduces the demand for social services, and contributes to the growth of the economy.

ii) Pacific Sport Institute Update

There is a site tour and consultation session for college employees this Wednesday. The tour begins at 3:30 p.m. and the consultation runs from 4:30 to 7:30 p.m.

3. Foundation

Susan Haddon reported that the Donor Recognition Reception held on September 20th and the Camosun Chargers Fundraising event held on September 28th were both very successful. There will be an alumni reception held in November. Honda Canada recently donated a fully loaded, 2007 Acura RDX to Automotive Mechanical Repair program. KPMG is donating \$65,000 to refit a business class with desks that have desktops with built-in computers on one side and regular table surface on the other.

4. Education Council

Joan Yates reviewed the minutes of the June 18, 2007 Education Council meeting which were included with the Board agenda package.

X ADJOURNMENT

The meeting adjourned at 7:30 p.m.