

CAMOSUN COLLEGE BOARD OF GOVERNORS

Minutes of the Regular Meeting
Monday, February 4, 2008
Lansdowne Campus

- I **CALL TO ORDER**
Kim Hesketh called the meeting to order at 5:40 p.m.
- II **APPROVAL OF THE AGENDA**
The agenda was approved as distributed.
- III **APPROVAL OF THE MINUTES**
The minutes of December 3, 2007 meeting were adopted with one revision.
- IV **UNION REPORTS - nil**
- V **ORIENTATION PRESENTATION - nil**
- VI **NEW BUSINESS - nil**
- VII **BOARD COMMITTEE REPORTS**

1. Finance Committee

Kyman Chan noted that the Finance Committee met immediately prior to the Board meeting and dealt with three topics:

The Winter Enrolment Report was presented by Paul Merner. It indicates that student enrolments are up 2.4% from Winter 2007; program enrolment increases have occurred in Health and Human Services, Trades, and Sport and Exercise Education while there were some declines in the other schools and program areas; International Education enrolments are down 7.0% while Continuing Education registrations are up 4.8%.

The financial management report for the third quarter was presented by Peter Lockie; at this point, the college is projected to end the fiscal year with a small surplus.

Peter Lockie also gave the Committee an update on the development of the 2008-09 budget. The Finance Committee will be receiving the proposed budget on March 18th; all Board members are encouraged to attend that meeting. It was noted that there are no indications of increased funding from the Ministry of Advanced Education (AVED).

Kyman noted that a letter had been received from the Office of the Auditor General formalizing their intent to take over Camosun's audit in 2011.

2. Executive Committee

Kim Hesketh advised that Lauryn Morley is no longer eligible to be on the Board as she is no longer registered as a student at the College. Kim welcomed Christopher Gillespie who has been selected by the Camosun College Student Society to be an observer at Board meetings.

Hoarding will be erected around the Young Building and will be constructed to withstand weather and earthquakes. Construction will take 2 months. When the hoarding is removed, it may be used by the Trades programs.

David Johns will finish his final term on the Board in July. David will be providing the names of two possible replacements from the legal profession.

Kim has received documentation from the Board Resource and Development Office for the reappointment of Robin Adair, Kyman Chan, Lynda Farmer, Linda Ross and Cindy Robertson.

Kim met with Murray Farmer, Chair of UVic's Board of Governors to discuss a joint meeting of the Executive Committees of both Boards. The purpose of the meeting will be to educate and inform the attendees on current collaboration and to explore future collaboration possibilities such as joint enrolment, collaborating and cooperating on enrolment, resource sharing, and the proposed health sciences building. It is anticipated that the meeting will take place sometime in the April-May period.

3. Advocacy Committee - no report

4. PSI Board of Directors

David Johns noted that the minutes of the November 13, 2007 PSI Steering Committee meeting (verbally reported on previously) and the December 11, 2007 PSI Board meeting were included in the Board meeting package. The PSI Board last met on January 8th; topics of discussion included operational issues, Board structure, the head lease (between PSI and Camosun), artwork, and PSI involvement in Olympic Week celebrations being planned in September. The Project Manger's report at that meeting noted that the project continues to be on time and on budget.

Following David's report, there was discussion regarding student representation on the PSI Board. It was noted that student representation occurs through the Camosun Board-appointed members who sit on the PSI Board. Camosun representatives are appointed by the Board Chair.

VIII BOARD MEMBER REPORTS

1. Chairman's Report

Covered under Executive Committee report.

2. Acting President's Report

Paul McGeachie noted that the College's Connections Day takes place on February 15th at the Interurban Campus; the theme is "Sustainability...building a bright and better tomorrow." All members of the Board are invited to attend.

The President's Communiqué was sent to all employees in mid-January and was also distributed to a wide variety of external sources.

Western Economic Diversification Canada has provided funding totaling \$1.3M in support of three College initiatives.

34 Camosun students have been awarded Irving K. Barber scholarships (of a total of 85 scholarships awarded.) Camosun students continue to far surpass other institutions in number of scholarships awarded; this is due in large part to the outstanding efforts of the Financial Aid and Awards Department staff.

Recommendations that came as a result of a library review last year are being addressed and include hiring a Chief Librarian (Sybil Harrison), designing learning commons at both campuses, and looking at extended library service hours.

3. Foundation

Lynda Farmer noted some highlights of the past year including: \$1.9M raised bringing total endowments to over \$11M; in the past year 1072 students benefited from Foundation assistance; the Foundation has more than 4000 donors and more than 700 funds. In 2008, the Foundation wants to focus on continuing to grow the endowment fund and to work with Tim Walzak, the Leading Edge Endowment Fund (LEEF) Chair. A Strategic Plan is under development and should be completed in the near future. The Foundation's annual fundraising dinner takes place on March 28th at the Marriott Hotel.

4. Education Council

Joan Yates noted that the minutes of the November 19 and December 21, 2007 Education Council meetings were included in the Board agenda package. Joan noted the curriculum revision which is taking place in the Nursing program and the Criminal Justice program. Joan also reported on the proposed International Diploma in Home Support Assistant and revisions to the First Nations Community Studies program.

IX ADJOURNMENT

The meeting adjourned at 6:27 p.m. to allow the Board to go in-camera.

X RECONVENING OF MEETING

The regular meeting of the Board was reconvened at 7:27 p.m.

Kim Hesketh advised that at the in-camera meeting the Board had adopted a motion to approve a lease agreement between the Pacific Sport Institute and Camosun College, subject to approval by the Ministry of Advanced Education and the Ministry of Finance.

XI ADJOURNMENT

The meeting adjourned at 7:30 p.m.

Approved March 3, 2008