

CAMOSUN COLLEGE BOARD OF GOVERNORS

**Minutes of the Regular Meeting
Monday, April 7, 2008
Lansdowne Campus**

I CALL TO ORDER

Kim Hesketh called the meeting to order at 5:35 p.m.

II APPROVAL OF THE AGENDA

The agenda was approved as distributed.

III APPROVAL OF THE MINUTES

The minutes of March 3, 2008 meeting were adopted as distributed.

IV UNION REPORTS

i) CUPE Report to the Board

The Board received a report from CUPE.

V ORIENTATION PRESENTATION - Camosun's Sustainability Initiatives

Peter Lockie reviewed the sustainability and environmental practices of the College. He noted that there are many green initiatives underway and more to come. The College is active in recycling of food, yard waste, paper, newspaper, cardboard, plastics, tin and light metal as well as fats and grease, wood waste, styrofoam, computers and monitors, and glass. Various measures have been taken to reduce energy and water consumption, and environmentally friendly options have been sought for cleaning practices and building fabric (floor coverings, paint, etc.)

Camosun is beginning the second year of an Energy Management Project which includes an Energy Manager funded by BC Hydro. As part of this project, an assessment of the Interurban campus has been completed and a request for \$2.7M for an energy retrofit has been submitted to the Province as part of their Public Sector Energy Conservation Agreement project.

The Board commended the College on its efforts to-date and suggested that there be more publicity surrounding the green initiatives.

VI NEW BUSINESS - nil

VII BOARD COMMITTEE REPORTS

1. Finance Committee

Kyman Chan noted that the minutes of the February 4th Finance Committee, which had previously been reported verbally, were included with the Board package.

Kyman reported that the Finance Committee met on March 26th to review the proposed 2008/2009 Operating and Capital Budget. The majority of the Board attended this meeting and had a discussion about the budget and the current funding challenges which the College is facing. The proposed operating budget includes a deficit of \$2.5M; the Ministry has agreed to this with the knowledge that the College has developed an action plan to address the deficit and will keep the Ministry updated on its progress.

MOTION:

That the Camosun College Board of Governors approves the College's operating budget for the fiscal year 2008/2009 with Total Revenue of \$94,217,080 and Total Expenditure of \$96,706,067 resulting in a budgeted deficit of \$2,488,987 and that the Board instructs the College Administration to provide quarterly reports to the Board on efforts to reduce the budgeted deficit. And whereas funding cuts and funding re-direction will challenge our ability to balance the budget and develop a financially sustainable operation, the Board of Governors of Camosun College urges the Provincial Government to provide, in a timely manner, direction on long term financing to enable the College lead time to plan and additionally that the government make a commitment to provide the College with annual inflation funding.

It was moved and seconded to amend the motion in order to simplify the wording of the final sentence. The amendment to the main motion was adopted, with the final wording being as follows:

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That the Camosun College Board of Governors approves the College's operating budget for the fiscal year 2008/2009 with Total Revenue of \$94,217,080 and Total Expenditure of \$96,706,067 resulting in a budgeted deficit of \$2,488,987 and that the Board instructs the College Administration to provide quarterly reports to the Board on efforts to reduce the budgeted deficit. And whereas funding cuts and funding re-direction will challenge our ability to balance the budget and develop a financially sustainable operation, the Board of Governors of Camosun College urges the Provincial Government to provide, in a timely manner, direction on long term financing to enable the College lead time to plan, including predictable annual inflation funding.

CARRIED

MOTION:

That the Camosun College Board of Governors approves the College's capital budget for the fiscal year 2008/2009 of \$1,800,000 from operating capital and \$2,278,673 from annual capital allowance.

CARRIED

2. Executive Committee

Kim Hesketh announced that Matthew De Groot has been acclaimed for a second term as Interurban student representative on the Board; Christopher Gillespie has been acclaimed to fill the currently vacant Lansdowne student representative position.

Kim's term of office ends December 31, 2008; the process to identify candidates to replace him has begun and Board members are invited to submit names to him. Kim noted that David Johns has agreed to remain on the Pacific Institute for Sport Excellence Board as a Camosun representative until the Society's AGM later this year. The tremendous contribution of David and his law firm to the PISE project through provision of legal advice and preparation of documents has been invaluable.

3. Advocacy Committee - no report

4. PISE Board of Directors

David Johns gave a verbal report of the March 27th meeting of the PISE Board. Start-up operations were a focus of the meeting and included discussion on Board structure, pursuing charitable status, opening of a bank account under the Society's name, timing of the formal opening of the institute, involvement in the Times Colonist 10K event, and fundraising. All Provincial funding for the project has now been received. The project remains on budget and the building is expected to be ready for September. A meet and greet with the new CEO of PISE, Michael Wright, will be held on Wednesday, May 14th at 5:30 p.m. at the PISE site; all Board members are invited to attend.

VIII BOARD MEMBER REPORTS

1. Chairman's Report

Kim Hesketh advised that meetings have been arranged for this week with Ministers Murray Coell and Ida Chong to discuss the College's budget situation. Kim noted that a letter from Minister Coell regarding the budget was attached to the Board package as correspondence.

Robin Adair attended a Provincial Board Chairs meeting on Kim's behalf on March 28th. Discussion centered mainly on funding shortfalls. Robin reported that the group agreed to the need to work as a united front and to bring a common voice to meetings with the Ministry. There was discussion around the need to draw in community support.

2. President's Report

Liz Ashton noted that, with Ministerial meetings set for the coming week, the College hopes to have some sense in the next week or two as to the likelihood of getting additional funding to offset the budget shortfall. The current timeline is to report back on progress to internal groups in the latter part of April. A strategic/tactical plan for resolving the deficit will be brought to the May 5th Board meeting. There is currently a "soft freeze" on hiring; all position vacancies are being reviewed by the College Executive.

Liz reported that, as of April 1st, Peter Lockie's position has changed to Vice President, Administration and Chief Financial Officer. Peter has expanded duties which include Information Technology Services.

Nicole Greengoe, a long-time employee of Camosun, was the successful candidate for the position of Registrar/Director of Student Services.

The Insight Speakers Series begins April 9th with Margaret Sommerville. The event takes place at the McPherson Playhouse; tickets are still available.

The recent Foundation dinner raised \$30,000 for the Foundation. The Victoria Tea Festival which was held in February raised \$18,500 for Child Care Services.

The business case for a proposed health building at the Interurban campus is nearing completion. A meeting with AVED and Ministry of Health representatives will be arranged to discuss the plan. An additional 100 seats for health programs in the

Provincial funding allocation for 08/09 has further increased the need for additional and updated facilities for Camosun's health programs.

Liz congratulated Camosun students who won in several categories at the recent UVic-Camosun Joint Annual Speech Contest for students in Japanese and Chinese language courses.

3. Foundation

Susan Haddon noted that the Foundation's AGM takes place in May. The Foundation is considering its next major campaign, now that the campaign for PISE is wrapping up. Stewart Parkinson is completing his second term as Board Chair and will be stepping down from the position.

4. Education Council

Joan Yates noted that the minutes of the February 18, 2008 Education Council meeting were included in the Board agenda package. The meeting focused mainly on revisions to various courses. A certificate program in Metal Fabricator Foundation was approved.

IX ADJOURNMENT

The meeting adjourned at 6:45 p.m.

Approved May 5, 2008