

CAMOSUN COLLEGE BOARD OF GOVERNORS
Minutes of the Regular Meeting

Monday, February 2, 2009
Lansdowne Campus

I CALL TO ORDER

Robin Adair called the meeting to order at 5:30 p.m.

II APPROVAL OF THE AGENDA

The agenda was approved as distributed.

III APPROVAL OF THE MINUTES

The minutes of the November 3, 2008 meeting were approved as distributed.

IV INTRODUCTION [nil]

V UNION REPORTS [nil]

VI ORIENTATION PRESENTATION

1. School of Arts and Science

Randy Genereux, Dean of the School of Arts and Science, presented an overview of the school. The school operates on a budget of \$12M, has 14 departments, 134 faculty and staff FTEs, 2000 student FTEs, and holds 41% of the College's total course registrations. Student enrolments have gone up 1%, from 1990 in 2007/08, to 2006 in 2008/09. The number of course registrations has gone up by over 2%.

The school offers a diverse range of learning options, including classroom learning (interactive and group work), on-line learning (many hybrid courses which combine classes with on-line), workplace learning (co-op, internship), and study abroad.

Four types of programs are available: career, university transfer, associate degree and College prep. There are over 40 disciplines in Arts and Science. The program mix is made up of academic arts (59%), academic science (16%), career (19%) and other such as college prep (6%).

Career programs include applied chemistry, biotechnology, applied communication, criminal justice, environmental technology, visual arts, music, and jazz studies.

University Transfer and Associate Degree programs. Students can complete the first two years of a four year Bachelor's Degree or receive an Associate Degree after two years. The course credits can be transferred to universities across Canada.

College Prep offers upgrading in math and English, and academic courses in support of the other schools.

The School of Arts and Science offers top quality teachers, small classes, low tuition, scholarship opportunities, upgrading possibilities, lots of choice in programming and in the type of learning experience. 95% of Camosun students at the University of Victoria finish their degree.

The challenges are to enhance recruitment and retention, to attract a broader range of students, to revitalize the existing programming, to expand partnerships and community

connections, to update/upgrade teaching and learning spaces, and to obtain resources to support growth and new programs.

To recognize the accomplishments of the Arts and Science staff, faculty and students, Randy Genereux presented a list of their recent awards and significant achievements.

VII NEW BUSINESS [nil]

VIII BOARD COMMITTEE REPORTS

1. Finance Committee

The minutes for the November 3 Finance committee meeting were included in the agenda package. Kyman Chan gave a verbal report on the February 2 Finance committee meeting. Peter Lockie reviewed the budget process for 2009/10 and will give an overview to the Board during the President's report. Paul Merner delivered the Winter enrolment report which showed a growth of 4.8 % in student enrolments since this time last year.

2008/09 started out with a \$2.5M deficit. The Saudi Arabia contract has not proceeded resulting in the loss of a budgeted contribution of \$700K. The base budget, Continuing Education and Contract Training, and Ancillary Services are tracking close to budget. At December 31 the budget was tracking \$525K behind. Including the one- time grant of \$1.4M received in January, the projected deficit across all funds is expected to be \$197K by March 31.

2. President's Search Committee [nil]

3. Executive Committee

Robin Adair reported that the College received a one-time grant of \$1.4M in January. The Provincial government has announced that it will run a deficit for the next two years. Robin received a response from Minister Murray Coell regarding Keith Todd's request to review Board remuneration. The letter is included in the agenda package. Kim Hesketh and David Johns will attend their final Pacific Institute for Sport Excellence (PISE) Board of Directors meeting on February 11. Robin appointed two Camosun College representatives to the PISE Board, former Board Chair Peter Baillie, and VP Administration & CFO Peter Lockie.

The March 2 President Search Task Force meeting will end by 3:30pm, so the Board meeting scheduled at 5:30 pm will be rescheduled to start at 3:30pm. Newly appointed Board member Steve Parkhill is unable to attend the February and March Board meetings due to prior commitments. Robin Adair and Peter Lockie will administer the Oath of Office to Steve on February 23 so he can participate as a board member on the President Search Task Force.

IX BOARD MEMBER REPORTS

1. Chairman's Report

Robin Adair commended Liz Ashton, Peter Lockie, and Baldev Pooni on the advocacy work that helped secure the \$1.4 M one-time grant received in January. The Provincial government will announce the budget on February 17. Robin will attend a meeting of the BC Colleges and Institute Presidents and Chairs in Vancouver on February 20. Robin was acclaimed as a Liberal candidate for Saanich South in the May 12 Provincial election. He will excuse himself from the

Board from April 14 until the election, and will not return if he wins the seat. In his absence, the Vice Chair Lynda Farmer will step into the Chair position. Robin commended Susan Haddon, Director of College and Community Relations for the success of the advertising campaign mounted in local movie theatres.

2. President's Report

Peter Lockie reported on the \$2B infrastructure funding the Federal government will grant to colleges and universities. The funds must be spent within two years and the capital projects must be shovel-ready. Camosun College will apply to the fund for the Centre for Health and Wellness, the Learning Commons and PISE Phase 2. Next week the learning commons campaign will be launched and \$140,000 has already been donated to the campaign. The Bachelor of Sport and Fitness Leadership will go to Degree Quality Assessment Board for approval next month. Climate Action awarded \$2.6M to the College for the Interurban retrofit. The grant must be spent by March 2010 and the project is up and running. School of Business Dean Richard Olesen announced that he will retire in July 2009.

Baldev Pooni reported on the BC Colleges and Institutes (BCCI) Presidents' Visioning retreat held in Vancouver on January 15 and 16. Many colleges have been converted to universities and the public perceives colleges as second cousins to universities. The presidents looked at broad high level strategies for the next 3 - 5 years which will elevate the status of the colleges with the public, the politicians and the parents. Liz Ashton will bring the finished visioning paper to the Board of Governors.

Budget Development Process: Peter Lockie presented the Board with an overview of the budget development process for 2009/10.

In 2008/09 expenditures were controlled, positions were cut, the Board and College Executive worked with the Ministry on grant funding, and communication and consultation was ongoing with the College and the Board.

There has been no news to-date about the exact grant expected for 2009/10. The provincial budget will be announced on Feb. 17. The Ministry advised the College to base the budget plan on the funding commitment in the 2008/09 Letter of Expectations (GLE). This will result in an order of magnitude deficit of \$3.4M which is equivalent to a 5% reduction in the \$70M base expenditure for 2009/10.

Revenue: Base funding is unlikely to increase, growth and targeted FTE funding is possible but uncertain, tuition has been capped and growth is unlikely, and growth to non base contributions is unlikely.

Expenditure: There may be incremental expenditure reductions across the board, and targeted strategic expenditure reductions.

The College and Institute Act requires the College to submit a balanced budget unless given approval by two ministers. The Board of Governors approves the budget and must act responsibly and in accordance with good governance principles.

While the order of magnitude is uncertain, a shortfall is inevitable and the College must develop a budget proposal ahead of time. The majority of the adjustments will come from reductions to

expenditures rather than increased revenue. The budget committee reports to the College Executive who will bring a budget proposal to the Board Finance Committee on March 23 for recommendation to the whole Board on April 6th. All Board members are invited to attend the Board Finance Committee on March 23.

3. Foundation

Linda Ross reported that the Foundation investments went down 2% at year end, which is better than expected. Linda expressed her gratitude to the Farmer family for the Farmer Legacy Award which benefits the top carpentry student. The Foundation Board will host the annual lunch for the Board of Governors on February 24.

4. Education Council

The approved minutes from the November 24, 2008 meeting were included in the agenda package. Joan Yates noted that most of the activity was housekeeping in order to get ready for 2009/10 calendar production.

X ADJOURNMENT

The meeting was adjourned at 7:20 p.m.