

**CAMOSUN COLLEGE BOARD OF GOVERNORS**  
**Minutes of the Regular Meeting**

**Monday, May 11, 2009**  
**Lansdowne Campus**

**I CALL TO ORDER**

Lynda Farmer called the meeting to order at 5:32 p.m.

**II APPROVAL OF THE AGENDA**

The agenda was approved as distributed.

**III APPROVAL OF THE MINUTES**

The minutes of the April 6, 2009 meeting were approved as distributed.

**IV INTRODUCTION [nil]**

**V UNION REPORTS [nil]**

**VI ORIENTATION PRESENTATION**

**1. School of Trades and Technology**

Tom Roemer, Dean of the School of Trades and Technology, presented an overview of the trades training system in BC and Camosun's position therein. The two main elements of trades training are Apprenticeship and Foundation Programs. In the Apprenticeship Program, an industry sponsor indentures an apprentice for four years. In each of those four years the apprentice attends a six to ten week post-secondary trades training course. After 6000 hours the student writes the Red Seal exam for an Interprovincial Ticket which is recognized internationally, and may include a provincial Certificate of Qualification. If a student wants to learn a trade without indenturing themselves with an industry sponsor, they take the Foundation Program option which is six to ten months long and usually equal to Level 1 of the Apprenticeship Program.

The Treasury Board funds the Industry Training Association (ITA) and the Ministry of Advanced Education and Labour Market Development (AELMD). ITA organizes trades training in the province, and funds Foundation and Apprenticeship training. AELMD funds Foundation training. ITA funds the Industry Training Organisations (ITO) which represent the respective industry fields. The colleges advise ITA via the Trades Training Consortium of BC (TTCBC) and the BC Association of Trades & Technology Administrators (BCATTA). ITO decides what the colleges should teach, and ITA determines the price band. The deans give ITA a training plan, which ITA approves and funds. The deans work with BCATTA to ensure the synchronization of programming with other colleges.

The training is delivered by internal trainers on-campus. ACE – IT, a dual credit partnership with high schools, employs both internal and external trainers working both on and off-campus. Internal trainers teach off-campus for some programs such as First Nations and in Correctional Institutes. Distance delivery combined with classroom training is under development.

FTE Production at Camosun College is currently at 2650 FTE, and the 2009/10 plan submitted to ITA amounts to \$5.5 M.

The School of Trades & Technology's strengths are the employees, expertise, geography, and industry liaison. The weaknesses are the governance system, space, and social image. The

opportunities are Oceans and Marine, First Nations, and Applied Projects. The threats are funding, Vancouver Island University, and the economy.

## **VII NEW BUSINESS**

### **1. Camosun College Student Society Fee Levies**

Peter Lockie advised that the Student Society is required by the College and Institute Act to request the Board to direct the collection and remittance of all Student Society related fees and levies.

#### **MOTION:**

**THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS DIRECT ADMINISTRATION TO COLLECT THE FOLLOWING FEES FOR THE 2009-2010 ACADEMIC YEAR AND REMIT SAME TO THE CAMOSUN COLLEGE STUDENT SOCIETY:**

<b>CAMOSUN COLLEGE STUDENT SOCIETY LEVY</b>	<b>\$7.31 PER MONTH</b>
<b>CANADIAN FEDERATION OF STUDENTS LEVY</b>	<b>\$2.00 PER MONTH</b>
<b>HEALTH/DENTAL BENEFIT COVERAGE</b>	<b>\$51.50 PER SEMESTER (each)</b>
<b>BUILDING FUND</b>	<b>\$3.58 PER MONTH</b>

#### **AND**

**DIRECT ADMINISTRATION TO COLLECT THE FOLLOWING CHILD CARE, ATHLETICS AND PAPER**

#### **RECYCLING LEVIES:**

<b>CHILD CARE LEVY</b>	<b>\$1.00 PER MONTH</b>
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#### **ATHLETICS/RECREATION:**

<b>ATHLETICS LEVY</b>	<b>\$3.98 PER MONTH</b>
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<b>RECREATION LEVY</b>	<b>\$2.51 PER MONTH</b>
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<b>RECYCLED PAPER LEVY</b>	<b>\$0.15 PER MONTH</b>
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#### **AND**

**DIRECT ADMINISTRATION TO COLLECT THE UNIVERSAL BUS PASS (U-PASS) LEVY OF \$17.31 PER MONTH FOR REMITTANCE TO BC TRANSIT.**

**CARRIED**

### **2. Camosun College Student Society Audited Financial Statements for the Year ended March 31, 2009**

Peter Lockie noted that the Student Society Audited Financial Statements are provided to the Board for information as required by the College and Institute Act.

### **3. Infrastructure Update**

Liz Ashton provided the Board with an update on the Federal Knowledge Infrastructure fund submission.

The Board of Governors previously agreed the priorities for the infrastructure submission are the Health Centre, PISE Phase Two, the student residence and the Learning Commons. The Infrastructure fund criteria stated the project must be shovel ready and complete by 2011, disqualifying the Health Centre and the student residence. Camosun submitted PISE Phase Two, the Learning Commons, and retrofit/maintenance items. The Province, which must match the funds, rejected PISE Phase Two, and the Federal government rejected the Learning Commons.

Camosun College received \$3.75M for retrofits and maintenance, funds which are not transferable to the Learning Commons. Camosun is going to re-write the submission for the Learning Commons once the reasons for rejection are understood.

The President and the Board Chair will arrange a meeting with the new Minister of Advanced Education and Labour Market Development to discuss the Health Centre.

## **VIII BOARD COMMITTEE REPORTS**

### **1. Finance Committee [nil]**

### **2. President's Search Committee**

Lynda Farmer reported the President Search came to a successful conclusion. The new President will be announced once the current employer has been informed. Lynda is working with Susan Haddon and Denis Powers on the communication plan. Lynda commended the Search Committee, under Cindy Robertson's leadership, for working brilliantly and thanked everyone at the Board who was involved.

### **3. Executive Committee**

- i) Lynda Farmer indicated that the background information for the proposed policy on Non-Retaliation, O-5.13, was included in the agenda package. She read the following recommendation to approve the policy from the April 27 Board Executive meeting. After discussion, the Board members decided the policy required further review, and moved to table the motion.

#### **MOTION:**

**THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS APPROVE THE NEW POLICY O-5.13 NON-RETALIATION  
TABLED**

Lynda Farmer reported that Mr. Christopher Gillespie was acclaimed for the Lansdowne student position on the Board of Governors and Mr. Michel Turcotte won the Interurban student position at the spring election for the Board of Governors and Education Council. Work is ongoing on the Board appointment process to replace Cindy Robertson and possibly Robin Adair. Lynda will meet with the five to six applicants, and invited Board members to join her. The Executive reviewed the schools and departments orientation schedule for the fall. Lynda noted that the Board found the presentations extremely interesting and worthwhile. Liz Ashton's retirement function will take place on June 11 from 3:00 pm to 6:00 pm at the Lansdowne Campus.

## **IX BOARD MEMBER REPORTS**

### **1. Chairman's Report**

Acting Chairman Lynda Farmer reported that last month her focus has been on the President's search, working with Cindy Robertson and Denis Powers. The annual Board lunch to honour departing Board members will take place at 12:00 noon on June 4 at the Fireside Grill at 4509 West Saanich Road. A CamNews announcement was released in March regarding the June 19 Graduation ceremony which moves to a two-ceremony daytime format at the PISE building. The ceremonies will take place at 11:00 am and 3:00 pm, with a combined reception at 12:30 pm. All Board members are welcome to attend.

## **2. President's Report**

Liz Ashton reported that the Camosun College Open House in April was the most successful yet, hosting 2500 local high school students at the Interurban Campus. Liz acknowledged the organizing committee in College Relations and Communications. May 21 the Insight Speaker Series hosts National Geographic photographer Maria Stenzel. The Foundation dinner on March 27 raised \$25K for the Learning Commons and \$5K for the Hotel and Restaurant Management program.

The BCC Briefing Book was distributed to the Board members. The book contains key messages to raise the profile and recognition of the BC college system when doing advocacy work with MLAs, MPs, Mayors and the public.

The Pacific Institute for Sport Excellence (PISE) has moved to a governance model. The constitution and by-laws will change because of the merger of PISE with Pacific Sport Victoria (PSV), changing the partnership model to PISE and Canadian Sport Centre Pacific (CSCP). Peter Lockie, Liz Ashton, Peter Baillie, and Wayne Dalby are on the PISE Board of Directors. The 2008/09 Audit Report will go to the Audit Committee on May 28 and is on forecast.

Peter Lockie is working with a company to find a viable way to build the student residence. If successful, Peter will bring an MOU to the June 8 Board meeting for approval. As a provisional budget only is in place, the government has not implemented a 'Letter of Expectation' for the Board Chair to sign.

## **3. Foundation [nil]**

Linda Ross reported that the Foundation AGM will be held May 14 at 4:30 pm. They are seeking three new members with expertise in finance/accounting, technology, health and realty. The Foundation Development office is working on a big campaign for the Learning Commons. They are looking for individual and corporate donations and have already raised \$170K. The Minister from Western Economic Development (WED) announced an \$80K contribution to the Vancouver Island Manufacturing and Prototyping Centre. Linda Ross read two thank-you letters from recipients of the "Ryan Adamson Memorial Bursary" and the "Don and Evelyn McLean Bursary".

## **4. Education Council**

The approved minutes from the March 16, 2009 meeting were included in the agenda package. Joan Yates pointed out the Advanced Diploma in Golf Operations shift in focus to management and leadership.

## **X ADJOURNMENT**

The meeting was adjourned at 6:52 p.m.