

CAMOSUN COLLEGE BOARD OF GOVERNORS

Minutes of the Regular Meeting Monday, June 8, 2009 Lansdowne Campus

I CALL TO ORDER

Robin Adair 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 May 11, 2009 meeting were approved as distributed.

IV INTRODUCTION [nil]

V UNION REPORTS [nil]

VI ORIENTATION PRESENTATION

1. School of Business

Robin Adair thanked Richard Olesen, Dean of the School of Business, for his contribution to the College and wished him well in his retirement.

Richard distributed the School's Vision, Mission and Shared Values statement. Twelve programs were cancelled due to declining enrolments but the core programs are doing well and remain in high demand. The core programs are Hotel & Restaurant Management, Business Administration Diploma, Professional Golf Management, and Applied Business Technologies. The Bachelor of Business Administration is the first degree program ever offered at Camosun College.

In 2009, Business students won first place in the Colleges' Division and second place overall in the BC Portfolio Management Challenge. Camosun's Delta Epsilon Chi took home medals in first, second and third places at the 43rd Annual Washington State Career Development conference, and won first place and the National Honours Award at California's 48th Annual International Career Development conference. Meg Burrows won the BC Human Resource Management Association (BC HRMA) Rising Star Award in 2009. The Professional Golf Management students raised over \$2,000 for prostate cancer research.

In 2008-09, the actual student FTE was 102% of target, which is up from 83.2% in 2004-05.

Major School of Business projects include the Atrium renovation, blended delivery models, Indigenous Business Leadership, and the redesign of the Business Administration Diploma from 24 to 20 courses. The budget challenges include the self-funded expansion of business programming, and 92 expanded capacity sections.

VII NEW BUSINESS

1. Student Housing

Peter Lockie and Kathryn Le Gros, the Director of Ancillary Services presented the board with a plan for student housing that includes student life. The College is working with a consortium "Camosun Student Communities, LLC (CCC)". The partners in the consortium include Canadian Campus Communities, Mike Geric Construction Ltd, Hunt Development Group, and Flintridge Partners. CCC will act as a consultant during development, and will serve as the operator once

complete. The first phase of the project will open in August 2011 with 300 beds at the Interurban Campus. The second phase will be implemented after the stabilization of the first phase, and will have 300 beds at the Lansdowne Campus.

The next step is to sign a MOU showing intention to negotiate an agreement by December 2009.

MOTION:

THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS ENDORSE THE STUDENT HOUSING PROJECT AND SUPPORT THE COLLEGE ADMINISTRATION ENTERING INTO A MEMO OF UNDERSTANDING TO WORK TOWARDS A SUCCESSFUL NEGOTIATION OF AN AGREEMENT TO IMPLEMENT STUDENT HOUSING AT THE INTERURBAN CAMPUS.

CARRIED

2. Sustainability Initiatives – Transportation and Parking Management

Peter Lockie introduced Kathryn Le Gros, Director of Ancillary Services and Shannon Craig, second year Environmental Technology Co-op student. The Strategic Plan and Campus Plan both support environmental sustainability. Parking is a critical issue due to scarce land, and presents a block to future building. In addition, the government is setting sustainability goals that must be addressed by the College.

Kathryn presented the work to-date on the Transportation and Parking Management Project (TPM). The timeline for the project is two to five years. An external consultant and co-op student were hired who have conducted a major College-wide survey and generated a benchmark of BC colleges and universities.

The project recommendations include a long-term view on sustainability, options other than driving for the Camosun community, and change management.

MOTION

THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS ENDORSE THE TRANSPORTATION AND PARKING MANAGEMENT PROJECT AND DIRECT THE COLLEGE ADMINISTRATION TO IMPLEMENT ITS RECOMMENDATIONS.

CARRIED

VIII BOARD COMMITTEE REPORTS

1. Finance Committee [nil]

2. Audit Committee

i) The minutes of the September 29, 2008 meeting

The minutes of the September 29, 2008 Audit Committee were received for information.

ii) Audited FTE Enrolment Year Ending March 31, 2009

The Audited FTE Enrolment Report for the year ending March 31, 2009, and the Auditors' review, were included in the package for information.

iii) Audited Financial Statements Year Ending March 31, 2009

The Board reviewed the audited financial statements for the year ending March 31, 2009 and received the audit findings report from Larry Ross, KPMG.

MOTION:

THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS APPROVE THE AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED MARCH 31, 2009 AS PRESENTED.

CARRIED

iv) 2009 – 2010 Audit Appointment

Kyman Chan noted that in future the Board will no longer appoint an auditor as the Auditor General will assume the role in 2010 - 2011.

MOTION:

THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS APPOINT KPMG TO CARRY OUT THE COLLEGE'S AUDIT FOR THE FISCAL YEAR ENDING MARCH 31, 2010.

CARRIED

3. President's Search Task Force (PSTF)

Robin Adair recognized the time and effort all the Board members invested in the President search. He singled out Cindy Robertson for her extended efforts over many months. He commended Lynda Farmer for stepping in as Acting Board Chair to conduct the negotiation of the contract. Lynda Farmer acknowledged the support of Denis Powers and the Board Executive members. Kathryn Laurin will begin at the College on September 1, 2009. A wine and cheese reception will be held for her and the Board of Governors on the evening of September 1.

4. Executive Committee

i) 0-5.13 Misconduct Reporting and Non-Retaliation Policy

Robin Adair affirmed the new Non-Retaliation policy has been reviewed internally and by the Board Executive.

MOTION:

THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS APPROVE THE NEW POLICY 0-5.13 NON-RETALIATION

CARRIED

ii) G-1.7 Board Executive Committee Terms of Reference

Robin Adair noted the Board Executive Committee Terms of Reference revision reflects the change in the Board of Governors' committee structure.

MOTION:

THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS APPROVE THE UPDATE TO G-1.7 BOARD EXECUTIVE COMMITTEE TERMS OF REFERENCE. UNDER MEMBERSHIP THE REFERENCE TO THE ADVOCACY COMMITTEE WAS REMOVED, AND THE AUDIT COMMITTEE WAS ADDED.

CARRIED

Robin Adair noted the Board Executive Committee reviewed and approved the orientation plan for the new President Kathryn Laurin at the May 28th meeting. Kathryn will provide input to the plan. Denis Powers will be her main contact until she begins at Camosun College on September 1. The orientation for new Board members will take place on September 1, 2009.

IX BOARD MEMBER REPORTS

1. Chairman's Report

Robin Adair thanked the Board members for their support during his election bid in Saanich South in May. Cindy Robertson will remain on the Board until December 4, 2009. Robin will recognize Brad Nelson, Distinguished Alumni winner, at the College Graduation. The Graduation

will take place at PISE in a two-ceremony format at 11:00 am and 3:00 pm, with a combined reception at 12:30 pm. Liz Ashton's farewell reception will take place on June 11 from 3:00 pm to 6:00 pm. All Board members are welcome to attend.

2. President's Report

Liz Ashton delivered her 150th and final report to the Board of Governors. The student and employee accomplishments of 2008-09 include: Camosun College students won 30% of the province's Ike Barber scholarships, the 2008 National Teaching Excellence award from the Association of Canadian Community Colleges went to Jill Britton, Math instructor, and the Pacific Institute for Sport Excellence opened in the fall of 2008.

Twelve new programs were launched including the Associate of Arts Degree – Pre-Social Work and the Bachelor of Athletic and Exercise Therapy. Five new programs were developed for a September launch, and two new programs are awaiting approval at the June Education Council meeting.

There are three new program contracts, one of which is the Residential Construction Framing Technician for Corrections Canada and the Mountain Institute. There are three new program accreditation and certifications in the Centre for Sport and Exercise Education.

The 2008-09 year began with a deficit budget, but due to strong advocacy by the Board and Administration the year ended in the black. The \$2.6% of post-secondary funding withdrawn in 2008-09 was restored for 2009-10. The College received a \$2.5M grant from the Natural Sciences and Engineering Research Council (NSERC) for applied research in Sport Technology. A grant for \$3.5M was received from the Knowledge Infrastructure Fund for renovations. The Camosun College Foundation's investments passed the \$12M mark.

Enrolment has grown by 740 FTE's in 2008-09, an increase of 8.2% over last year.

Liz thanked the Board and the College for their wonderful support. She said it has been an honour and privilege to have served Camosun College and the greater Victoria Community for the past fifteen years.

3. Foundation

i) Draft Discussion Document on the College's Development Function

Lynda Farmer noted that the report included in the agenda package has been reviewed by the Foundation Executive. The revised version will go to the Foundation Board on June 18, 2009. The report addresses the role of Foundation Board in respect to fund development that includes capital campaigns.

Linda Ross distributed a brochure on the campaign for the Learning Commons. She will bring student thank you letters and a format for future Foundation reporting to the next Board meeting.

4. Education Council

The approved minutes from the April 20, 2009 meeting were included in the agenda package. Baldev Pooni noted the department name for First Nations has been changed to Aboriginal Education and Community Connections.

X ADJOURNMENT

The meeting was adjourned at 8:00 p.m.