

CAMOSUN COLLEGE BOARD OF GOVERNORS
Minutes of the Regular Meeting

Monday, September 14, 2009
Lansdowne Campus

I CALL TO ORDER

Lynda Farmer 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 the June 18, 2009 meeting were approved as distributed.

IV INTRODUCTION [nil]

V UNION REPORTS [nil]

VI ORIENTATION PRESENTATION

1. Risk Management

Peter Lockie presented the executive summary of the College's annual risk assessment. The summary represents a snapshot of the College in May and June of 2009. Peter reviewed the top level risks, the controls currently in place, the mitigation strategies, and the areas of responsibility. He noted that some risks which were identified as high previously appear as moderate this year because they have been addressed.

VII NEW BUSINESS

1. Institutional Accountability Plan and Report

Paul Merner, Director of Educational Research and Development, gave an overview of the Camosun College 2009 Institutional Accountability Plan and Report. The report is a requirement of the Ministry. The plan includes an institutional overview, the planning context, the strategic plan, the performance measures and targets, and a summary of the financial outlook. The plan showcases the College's successes and identifies areas needing further growth.

VIII BOARD COMMITTEE REPORTS

1. Finance Committee

i) Minutes from March 23, 2009

The approved minutes from the March 23, 2009 Board Finance Committee were distributed in the agenda package.

ii) Verbal Report – September 14, 2009

Peter Lockie noted the first quarter is a time of low activity, and the budget is on track. The review of the second quarter will be more indicative as it will include fall enrolment numbers. The Province tabled a new budget September 1 which indicated the College's operating grant will remain the same, but the Annual Capital Allowance (ACA) will be reduced by one third. The Federal/Provincial Knowledge Infrastructure funds will help to offset the ACA loss in 2009/10.

iii) Financial Information Act Report

The Finance Committee recommends that the Board of Governors pass the following motion to approve the 2008-2009 Financial Information Act Report.

MOTION

THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS APPROVE THE 2008/2009 FINANCIAL INFORMATION ACT REPORT AND AUTHORIZE ITS SUBMISSION TO THE MINISTER OF FINANCE AND THE MINISTRY OF ADVANCED EDUCATION AND LABOUR MARKET DEVELOPMENT.

CARRIED

2. Executive Committee

Lynda Farmer noted that the September 1 Board Executive meeting was Robin Adair's last meeting. The Executive submitted two applicants to replace Cindy Robertson to the Board Resourcing and Development Office (BRDO), as they required the candidate names by Sept. 2. The Executive had a preliminary discussion on the process to find potential new Board members and to determine the needs of the Board in the future. The Board conducted a self-evaluation in the summer.

IX BOARD MEMBER REPORTS

1. Chairman's Report

Lynda Farmer reported the Board Orientation on September 1 was well attended. Robin Adair and Peter Lockie gave an overview of the Board role and structure, and of the College Administration. The Board welcomed new President Kathryn Laurin to her first Board meeting. Next month Lynda will begin discussion on the goals and objectives for the Board for the coming year.

2. President's Report

Kathryn Laurin thanked the Board members for their support and warm welcome to Camosun College. Kathryn spent her first weeks meeting faculty, staff, students, deans, and directors in their own space to learn about the institution. She met with representatives of the student society and the presidents of the bargaining units.

In her first week, Kathryn held one introductory brown bag lunch at each campus. She spoke about her background for 20 minutes then answered questions. She had an introductory meeting with the Minister and Deputy Minister of Advanced Education and Labour Market Development. Kathryn announced that enrolment has gone up close to 10% over last year.

3. Foundation

Linda Ross noted that the Foundation Board will meet four times a year. In future they will provide a written report to the Board of Governors. Long standing Foundation supporter Terry Warr, who was married to Foundation Board Director Jim Warr, has passed away. Linda asked the Board members to promote the Foundation when out in the community.

4. Education Council

The approved minutes from the May 11, 2009 meeting were included in the agenda package. Kathy Tarnai-Lokhorst will bring the Education Council annual report to the next meeting.

X ADJOURNMENT

The meeting was adjourned at 6:50 p.m.