

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

**Monday, November 2, 2009**  
**Lansdowne Campus**

---

**I CALL TO ORDER**

Lynda Farmer called the meeting to order at 5:02 p.m.

**II APPROVAL OF THE AGENDA**

The agenda was approved with the addition of Keith Todd's report on 'Education Conference' under Board Member Reports.

**III BOARD MEMBER REPORTS**

**1. Chair's Report**

Chair Lynda Farmer noted that there was an in-depth article published in the Times/Colonist on October 22 featuring Kathryn Laurin in her new role as President at Camosun College. Lynda acknowledged the College-wide message distributed by Kathryn following her first two months at Camosun in which Kathryn provided an update to the college on her focus over this initial time period. An update on the October 16 Home Support/Resident Care Attendant awards ceremony was provided. Lynda particularly highlighted the sense of pride expressed by the students on receiving their awards. Lynda asked Board members to submit the names of their key community contacts for Kathryn Laurin.

The College-wide convocation ceremony will take place on November 6 from 2:00 pm – 4:00 pm at the Pacific Institute for Sport Excellence. Camosun alumni Dr. Brad Nelson, Director and Senior Scientist, BC Cancer Agency's Deeley Research Centre, will provide the keynote speech.

Lynda will arrange an acknowledgement for Cindy Robertson for her six years service on the Board. A holiday reception for the Senior Management Team, the Foundation Board and the Board of Governors will be held on December 1, 2009.

Margaret Lucas, General Manager of the Hotel Rialto and past member of the Foundation Board, was appointed to the Board on October 22. Her first meeting will be on December 7. Due to the CUPE collective agreement expiring in June 2010, and the CCFA and BCGEU collective agreements expiring in March 2010, it was noted that Camosun College will be involved in an upcoming collective bargaining process.

**2. President's Report**

President Kathryn Laurin reported Deputy Minister Robin Ciceri resigned her post effective immediately. Lorne Brownsey will be the Acting DM until a replacement is appointed. Kathryn and Lynda Farmer planned to meet the DM this week, but will wait until the new DM is in place. Kathryn met Assistant Deputy Minister Ruth Wittenberg and will continue to build that relationship.

Earlier today, Kathryn hosted a lunch for the presidents and vice presidents of Royal Roads and the University of Victoria. The lunch provided the opportunity to exchange ideas and discuss potential partnerships. Kathryn met with the Camosun College Student Society and will meet them twice a semester in future and will include the vice presidents.

Led by Tom Roemer, Dean of the School of Trades and Technology, Camosun College and the Marine Institute co-hosted the "Ocean Innovation Conference". The conference was very successful and was attended by 182 delegates rather than the expected 125. Kathryn provided the opening remarks and attended the banquet.

The Senior Management Team (SMT) held a dedicated planning session on October 22 and 23. The theme on the first day was communication. The group will determine five key messages management will use to promote the College. Kathryn will bring them to the December 7 Board meeting. The theme on the second day was organizational culture. Five facilitators from SMT led the group in discussion on leadership, passion, innovation, shifting paradigms and loyalty.

### **3. Foundation**

Linda Ross noted the Foundation report is included in the agenda package. The Foundation received \$861,730 by October 26, and raised over \$220K for the Library Learning Commons campaign. Camosun College has the largest foundation west of Ontario, with \$11.86M as of September 30. The Foundation welcomed a new member, Mr. Jeety Bhalla. The donor recognition ceremony will take place November 19 from 3:30 pm to 5:30 pm at the Interurban campus. All Board members are welcome to attend.

### **4. Education Council**

Kathy Tarnai-Lokhorst noted the minutes from the June 22 and October 6, 2009 meetings were included in the agenda package. Kathy went over the highlights of the June meeting, which included approval of new programs and an overview of the changes for the technology programs in the quarter to semester (Q2S) conversion. The focus of the October meeting was on program revisions.

### **5. Keith Todd – Education Conference**

Keith Todd reported there are 70,000 to 80,000 CUPE support staff in BC, and one third work in the field of education. Keith attended the "Education Conference" on October 26 to 28 at Simon Fraser University for K-12, university, and college CUPE members. The delegates were trained in advocacy for colleges, governance issues, rules of order, conflict of interest, budget, and the College and Institute Act. Michel Turcotte also attended the conference.

## **IV BOARD COMMITTEE REPORTS**

### **1. Audit Committee**

Kyman Chan gave a verbal report on the October 26 Audit Committee meeting. Larry Ross and Scot Hooker, KPMG, and Bill Gilhooly, Assistant Auditor General, attended. The Auditor General will assume responsibility for the College's audit for 2010-2011. KPMG presented the audit plan for 2009-2010.

### **2. Finance Committee**

Kyman Chan noted the minutes from September 14 were included in the agenda package, and gave a verbal report on the November 2 meeting. The budget is on track as of September 30 and a small surplus is projected for the end of the year. Overall utilization is expected to reach 100% of the Ministry's target. The surplus depends on the assumption that no grant funding is rescinded, that the budget stays on track, that the domestic and international winter enrolments stay strong, and that H1N1 costs can be managed within existing budgets. No additional operating grants are expected.

### **3. Executive Committee**

Lynda Farmer joined the October 26 Executive committee by teleconference. The reception to introduce Kathryn Laurin to the arts and business community on October 15 was a great success. Kathryn Laurin gave a report on her activities from the past month, and a brief overview of her goals and objectives for the coming year. Lynda is developing a planning session for the Board on their roles and expectations.

### **V APPROVAL OF THE MINUTES**

The minutes of the October 5, 2009 meetings were approved as amended.

### **VI INTRODUCTION [nil]**

### **VII UNION REPORTS [nil]**

### **VIII ORIENTATION PRESENTATIONS**

#### **1. Strategic Plan Update**

Kathryn Laurin presented a high-level snapshot of the progress to date on the 2006 - 2010 Strategic Plan initiatives. The update reveals a good news story that celebrates the College's accomplishments and successes. Each of the ten goals is represented by a different colour and shows the status of the activity. An expanded version will be mounted on the intranet to share with all College employees. The snapshot will be updated in the spring or summer of 2010.

### **IX NEW BUSINESS**

#### **1. President's Goals and Objectives**

Kathryn Laurin distributed her goals for the upcoming year. She noted that it will require creativity and communication to move the College ahead in the face of the challenges presented by the economy. Kathryn outlined the five areas of focus at a high level and listed the objectives under them. The five key areas are academic, operations, communication, organizational culture and external.

#### **2. Board of Governors Planning Session**

Lynda Farmer distributed a draft outline for a Board of Governors planning session. The session will provide an opportunity to discuss their roles, contributions and expectations. The Board will look at how these differ among the elected and appointed members, and how to capitalize on the diversity of the perspectives at the table. Lynda will circulate a proposal with the format and time frame to the Board members.

### **X ADJOURNMENT**

The meeting was adjourned at 6:25 p.m.