

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

**Monday, November 8, 2010**  
**Lansdowne Campus**

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**I CALL TO ORDER**

Board Chair Lynda Farmer called the meeting to order at 5:03 pm.

**II APPROVAL OF THE AGENDA**

The agenda was approved as distributed.

**III INTRODUCTION**

**1. Stan Chung, Dean of the School of Arts and Science**

Baldev Pooni, Vice President of Education & Student Services, introduced Stan Chung, the new Dean of the School of Arts and Science. Stan assumed his role at the College in September, 2010.

**IV BOARD MEMBER REPORTS**

**1. Chair's Report**

Board Chair Lynda Farmer attended the College-wide graduation ceremony on November 5, and encouraged all Board members to attend the next one in June, 2011. Two highlights were the recipient of the distinguished alumni award and keynote speaker Dr. Sarah Sampson, and the recipient of the Lieutenant Governor's Silver Medal, Ms Michelle Spencer.

President Kathryn Laurin and Lynda had a meeting with Paul Charrette. Paul was the keynote speaker at the BC Colleges Futures conference in Vancouver on November 1 and 2, 2010. Lynda attended the opening reception for the Learning Commons and Donor Recognition on October 29, 2010. Also in attendance were Ministers Ida Chong and Gary Lunn. Kathryn and Lynda plan to meet Minister Lunn to discuss the proposed health building. Kyman Chan will represent Lynda Farmer at Camosun Celebrates on November 18, 2010. Kathryn Laurin is hosting a lunch for community business leaders on November 23, 2010. The Premier announced cabinet changes October 25, though colleges will retain prior Minister Moira Stilwell. Colleges were moved to a new portfolio entitled Regional, Economic and Skills Development, and universities were moved to Science and Research.

Lynda read a letter of appreciation from a student recipient of the Board of Governors Bursary Fund. The Board's named endowment currently holds over \$42K. Peter Lockie will lead a financial training session for Board members from 4:30 – 5:30 pm on Monday, December 13 in Paul 216.

**2. President's Report**

President Kathryn Laurin sent a CamNews regarding the October 25, 2010 Premier's announcement on the changes to cabinet. Colleges and universities have been separated into separate ministries. Minister Moira Stillwell will continue to lead the colleges in the ministry of Regional, Economic and Skills Development, and Ida Chong will head the universities in the ministry of Science and Research.

Kathryn and six senior College executives attended the BC College's 'Advance 2010 - Creating and Powering the Future' conference in Vancouver on November 1 and 2, 2010. The business case for the proposed health building is out-of-date, so is being re-designed for December. In the interim, Kathryn distributed a two-page summary to Minister Stilwell and ADM Steenkamp.

### **3. Foundation**

Susan Haddon noted the Foundation Report is included in the agenda package. The donor report is now embedded in the Community Report. The donor reception on October 29, 2010 was combined with the Learning Commons Opening reception. The Foundation Board will hold a planning session on January 21, 2011.

### **4. Education Council**

Education Council Chair Kathy Tarnai-Lokhorst noted the minutes from the September 20, 2010 and October 18, 2010 meetings were included in the agenda package. Education Council moved to a paperless meeting system in order to reduce paper and expedite their business.

### **5. Pacific Institute for Sport Excellence (PISE)**

Margaret Lucas reported the PISE Board of Directors meets every three months. Jim Reed is the Chair and Peter Baillie is the Vice Chair. The four standing committees of the Board are Finance and Audit, Marketing, Governance, and Human Resource. Four major areas of priority for PISE are to create a dynamic environment of growth; to build partnerships; to create excellence; and to create sustainability and business development.

### **6. Strategic Plan – Steering Task Group**

Marilyn Pattison noted the first meeting of the strategic plan Steering Task Group was on November 4, 2010. Peter Lockie is the Chair, and Kathryn Laurin, Brian Horncastle and Baldev Pooni are members. The Steering Task Group will have input into the process, but not the content of the strategic plan. Consultant Jae Cooper led the group in a brainstorming exercise. Marilyn will report to the Board at each meeting in order to keep them informed on a regular basis throughout the process. The Board will be invited to take part in upcoming focus groups. The Steering Task Group will meet next on December 3, 2010.

## **V BOARD COMMITTEE REPORTS**

### **1. Audit Committee**

Peter Lockie noted the minutes from the May 31, 2010 Audit Committee meeting were included in the agenda. Peter gave a verbal report from the October 25, 2010 meeting. The Provincial Auditor General took over the task of auditing the College this year. The focus of the October 25 meeting was on the audit plan for the College for 2010-11. Changes in the Public Sector Accounting Board Standards (PSAB) will take effect in 2013 and will affect the whole sector. Peter Lockie has been appointed to the Province's Project Steering Committee on the Implementation of Public Sector Accounting Policy by Post Secondary Institutions.

### **2. Finance Committee**

Peter Lockie noted the minutes from the September 13, 2010 Finance Committee meeting were included in the agenda package. Peter gave a verbal report on the November 8, 2010 meeting, which focused on the six-month budget review and forecast. The budget is on track overall and is expected to balance by year-end. There are areas tracking behind, but which have corresponding reductions in expenditure. Domestic and international enrolment growth is lower than target.

Peter attended the Provincial government pre-budget consultation last month. He presented the case for additional funding for operations, capital, the proposed health building, and for specific populations. Development of the budget process for 2011/12 has begun. If not enough revenue growth materializes, costs reductions will be needed. The budget will be presented to the Board for approval on April 4, 2011.

### **3. Executive Committee**

Lynda Farmer reported Vice Chair Kyman Chan attended the October 18, 2010 BC Colleges (BCC) meeting on her behalf. At the meeting, the Board Resourcing and Development Office (BRDO) indicated they will streamline the board appointment process. They will ask colleges to start the process to identify candidates six to twelve months ahead of time. BRDO has a high regard for the board appointment process at Camosun College.

Vice President of Education and Student Services Baldev Pooni reviewed the program cancellation requests for: 'Certificate in Tourism', and 'Advanced Diploma in Electrical Engineering Bridge for Mechanical Technologists'.

#### **MOTION:**

**THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS APPROVE THE CANCELLATION OF THE PROGRAM 'CERTIFICATE IN TOURISM'.**

**CARRIED**

#### **MOTION:**

**THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS APPROVE THE CANCELLATION OF THE PROGRAM 'ADVANCED DIPLOMA IN ELECTRICAL ENGINEERING BRIDGE FOR MECHANICAL ENGINEERING TECHNOLOGISTS'.**

**CARRIED**

Minister Moira Stilwell attended the October 4, 2010 Board meeting and hosted a dinner for the Board afterwards. Lynda read the handwritten thank-you note from Minister Stilwell.

### **VI APPROVAL OF THE MINUTES**

The minutes of the September 13, 2010 Inaugural, and October 4, 2010 regular meetings were approved as distributed.

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

### **VIII ORIENTATION PRESENTATIONS**

#### **1. Aboriginal Services Plan Update**

John Boraas, Dean of School of Access & Aboriginal Education & Community Connections, and Corrine Michel, Indigenization Coordinator, presented a video indicating the outcomes of the Aboriginal Services Program (ASP). The ASP provided the College with \$1.2M over three years to increase access and retention for post-secondary aboriginal students, increase relevance, and increase partnership with the community.

### **IX NEW BUSINESS**

#### **1. Fall Enrolment 2010 Report**

Baldev Pooni reported the stable count date for fall enrolment is in the third week of September. The Technology programs are an anomaly as they are on the quarter system so their stable count is mid-October. Compared to this date last year, head counts are up 0.6%. Section registrations are up 3.5%. Proportionally the full-time students have increased more

than part-time. FTE utilization is the best it has ever been at the College. International enrolments are down 2.8% from last year.

**X ADJOURNMENT**

The meeting was adjourned at 6:53 pm.