

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

**Monday, May 9, 2011**  
**Lansdowne Campus**

---

**I CALL TO ORDER**

Board Chair Lynda Farmer called the meeting to order at 5:00 p.m.

**II APPROVAL OF THE AGENDA**

The agenda was approved as distributed.

**III INTRODUCTION [nil]**

**IV BOARD MEMBER REPORTS**

**1. Chair's Report**

Board Chair Lynda Farmer thanked the board for participating in the May 2, 2011 Joint Foundation/Board of Governors meeting. On April 11, 2011, the Minister of Advanced Education Naomi Yamamoto toured the College for the first time. Kyman Chan attended to represent the Board of Governors. Lynda acknowledged Margaret Lucas for attending the Chargers awards ceremony on April 14, 2011. She thanked Steve Parkhill for attending the opening of the Aboriginal Gathering Place on April 19, 2011. The Trades and Technology Awards will take place May 13, 2011. Wayne Dalby will speak to the Trades side and President Kathryn Laurin will speak to the Technology side. On May 26, 2011 Lynda Farmer will represent the board at the Access and Aboriginal Education and Community Connections student awards ceremony.

The Community Support and Education Assistant, and Community, Family and Child Studies program awards will take place June 22 and 23, 2011, and Marilyn Pattison will attend.

The annual board lunch will take place June 8, 2011 at the Uplands Golf Club from 12:00 noon to 2:00 pm. Dean of Health and Human Services Barbara Herringer will bring a presentation on the proposed health building.

On June 17, 2011, the College-wide graduation will take place in two parts at 10:00 am and 1:00 pm. Kyman Chan will address the graduates in the morning, and Lynda Farmer will speak in the afternoon. All board members are welcome to attend the graduation.

The elections were held for the two student representatives on the board. Chris Marks was elected to the Interurban seat, and George Ivanishvili was acclaimed to the Lansdowne seat. Kathryn Tarnai-Lokhorst was re-elected to the Education Council.

**2. President's Report**

President Kathryn Laurin reported the government is holding a series of HST public forums and asked selected post-secondary institutions to host them. Camosun College and Vancouver Island University were chosen for the Island. Camosun College will host from 7:30 pm to 9:00 pm on Wednesday, June 8, 2011. The presidents will moderate the discussion.

On April 11, 2011, the Minister of Advanced Education Naomi Yamamoto toured the College. Minister Yamamoto met a wide cross-section of students, and student society members. The fourth quarter financial reviews are now complete. The College Executive reviewed the year-

end financial results with the deans. The board members received a wallet-size card from the Association of Canadian Community College's (ACCC) with key messages on post-secondary education. The cards may be given out, or used for reference communicating with the community.

### **3. Foundation**

Susan Haddon noted the Foundation report is included in the agenda package. The joint Foundation/Board of Governors meeting on May 2, 2011 is an annual event. The two boards discussed the proposed health building project, the strategic plan and the plans for Camosun College's 40<sup>th</sup> anniversary. Susan invited volunteers from the board to join Foundation board's 40<sup>th</sup> Anniversary planning committee. The time frame for the celebration is spring 2012. Susan invited the Board of Governors to attend the Foundation's annual donor reception to be held on June 22, 2011 from 3:00 to 5:00 pm at the Young building on the Lansdowne campus.

### **4. Education Council**

Education Council Chair Kathy Tarnai-Lokhorst noted the minutes from the March 21, 2011 meeting were included in the agenda package. The Education Council will look at streamlining the approval process at the annual retreat in June.

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

Margaret Lucas reported the PISE board met on April 5, 2011 and will meet again on May 17, 2011. Long-time board member Peter Baillie has resigned. Kelly Mann, CEO of the BC Games Society, is a new board member. Chris Trumpy presented the PISE budget for 2011-12, which the board approved. Peter Lawless, Human Resources committee, will develop a grid for staff remuneration consistent with the industry standard. PISE CEO Robert Bettauer will begin work on a feasibility study for capital expansion. The strategic planning retreat will take place on June 23 and 24, 2011.

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

Marilyn Pattison noted the Steering Task Group met the morning of May 9, 2011. The group is supportive of the draft strategic plan. The consultation was extensive. The Best Ideas sessions were very effective, and may continue on a regular basis. The Nexus magazine competition and the Student Society's dual campus feedback stations were successful in gathering input from the students. After the strategic plan is approved by the board, the President will report back twice a year on the progress made on the strategies and action plans.

## **V BOARD COMMITTEE REPORTS**

### **1. Finance Committee (nil)**

### **2. Executive Committee**

Lynda Farmer reported that a meeting will be held on May 12, 2011 to review the purpose and terms of reference for the possible establishment of a board advocacy committee (working title). Attendees will include Lynda Farmer, Kathryn Laurin, Kyman Chan, Marilyn Pattison and Michelle Turcotte.

Kathryn Laurin presented the revisions to the "E-1.11 Program Suspension and Cancellation" policy. The changes to the wording were to address the missing contingency for financial exigency, as well as minor housekeeping changes. The Board Executive committee recommends the following motion to revise the policy:

**MOTION:**

**THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS APPROVE THE REVISIONS TO POLICY 'E-1.11 PROGRAM SUSPENSION AND CANCELLATION' AS FOLLOWS:**

**PRINCIPLES #2. DELETE PARAGRAPH TWO, AND REPLACE IT WITH "THE DECISION TO SUSPEND OR CANCEL A PROGRAM WILL BE PRECEDED BY SUCH CONSULTATION WITH THE STAKEHOLDERS AS MAY BE REASONABLE AND PRACTICABLE IN ALL THE CIRCUMSTANCES."**

**PRINCIPLES #4. EXTEND THE SENTENCE WITH "AFTER CONSULTATION WITH THE PRESIDENT".**

**C. SUSPENSION OF A PROGRAM #1. REMOVE "IN CONSULTATION WITH THE NECESSARY STAKEHOLDERS" FROM THE FIRST SENTENCE. FOLLOWING THE FIRST SENTENCE ADD "THE VICE-PRESIDENT, EDUCATION AND STUDENT SERVICES MAY ALSO INITIATE THE PROCESS FOR SUSPENSION OF A PROGRAM."**

Michel Turcotte moved to refer the question to administration for further revision.

**MOTION TO REFER:**

**THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS REFER THE POLICY BACK TO THE COLLEGE MANAGEMENT FOR REVISION, AND BRING IT BACK TO THE BOARD EXECUTIVE. CARRIED**

**VI APPROVAL OF THE MINUTES**

The minutes of the April 4, 2011 meeting were approved as distributed.

**VII UNION REPORTS**

1. The letter from the Camosun College Faculty Association was included in the agenda for information.

**VIII ORIENTATION PRESENTATIONS (nil)**

**IX NEW BUSINESS**

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

Peter Lockie advised the Student Society is required by the College and Institute Act to annually 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 2011-2012 ACADEMIC YEAR AND REMIT SAME TO THE CAMOSUN COLLEGE STUDENT SOCIETY:**

|   |                                    |
|---|------------------------------------|
| <b>CAMOSUN COLLEGE STUDENT SOCIETY LEVY</b> | <b>\$9.18 PER MONTH</b>            |
| <b>CANADIAN FEDERATION OF STUDENTS LEVY</b> | <b>\$2.05 PER MONTH</b>            |
| <b>HEALTH/DENTAL BENEFIT COVERAGE</b>       | <b>\$54.50 PER SEMESTER (EACH)</b> |

**AND**

**DIRECT ADMINISTRATION TO COLLECT THE FOLLOWING LEVIES TO BE COLLECTED AND DISTRIBUTED BY COLLEGE ADMINISTRATION AS PER THE EXISTING ARRANGEMENTS AND UNDERSTANDINGS:**

|                                    |                          |
|------------------------------------|--------------------------|
| <b>ATHLETICS LEVY</b>              | <b>\$4.06 PER MONTH</b>  |
| <b>BUILDING FUND LEVY</b>          | <b>\$3.66 PER MONTH</b>  |
| <b>CHILD CARE LEVY</b>             | <b>\$1.00 PER MONTH</b>  |
| <b>RECREATION LEVY</b>             | <b>\$2.57 PER MONTH</b>  |
| <b>RECYCLED PAPER LEVY</b>         | <b>\$0.15 PER MONTH</b>  |
| <b>UNIVERSAL BUS PASS (U-PASS)</b> | <b>\$19.63 PER MONTH</b> |
| <b>CARRIED</b>                     |                          |

Christopher Gillespie asked for it to be noted in the minutes that he abstained from voting.

**2. Camosun College Student Society Audited Financial Statements for the Year Ending March 31, 2011**

Peter Lockie noted the Student Society Audited Financial statements, which were included in the agenda package, are provided as information as required by the College and Institute Act.

**X ADJOURNMENT**

The meeting was adjourned at 6:00 p.m.