

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

**Monday, October 3, 2011**  
**Interurban Campus**

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**I CALL TO ORDER**

Board Chair Kyman Chan called the meeting to order at 5:04 p.m.

**II APPROVAL OF THE AGENDA**

The agenda was approved as distributed.

**III INTRODUCTION**

Tom Roemer, VP, Strategic Development, welcomed Geoff Wilmshurst to the College. Geoff began as Director of Camosun College International on September 6, 2011.

**IV OATH OF OFFICE**

Peter Lockie, Commissioner for Taking Affidavits, administered the Oath of Office to George Ivanishvili.

**V BOARD MEMBER REPORTS**

**1. Chair's Report**

Board Chair Kyman Chan noted there have only been three weeks since the last Board meeting. Kyman gave an update on the Board committee make-up for 2011-2012. Marilyn Pattison has assumed the role of Vice Chair. Kyman welcomed Tom Siemens as Chair of the Audit and Finance committees, and to the Executive committee. Margaret Lucas will remain the liaison to the Pacific Institute for Sport Excellence (PISE). Lynda Farmer will Chair the External Relations committee, which also includes Margaret Lucas, Russ Lazaruk, and Janice Simcoe. Kyman asked for volunteers for the liaison to Foundation, and to Education Council.

The Office of the Attorney General's (OAG) performance audit of the Board of Governors is underway. A draft report is expected by the end of October.

On September 15, 2011, Chris Marks brought greetings from the Board to the 20th anniversary of the First Nations Welcome Feast. On September 23, 2011, Steve Parkhill attended the Camosun Chargers 5th Annual Tip-Off Dinner. On September 29, 2011, Kyman welcomed the students at the Health Care Assistant and Practical Nursing awards ceremony.

**2. President's Report**

President Kathryn Laurin reported work is underway on the implementation of the Strategic Plan 2011-2014: Inspiring Lives. A number of initiatives and targets have been identified as top priority. A communication plan is underway to keep the plan at the forefront for the College community.

Paul Merner will deliver a full report on enrolment later in today's meeting. International student enrolments are down compared to last year, and the numbers are being monitored. Executive Director of Communications and Advancement, Joan Yates, will initially keep her focus internal, and will re-direct her focus externally next year. Joan will tailor information from the Institutional Accountability Plan to share with the external community. The 40<sup>th</sup> Anniversary celebration will provide a venue to convey College information to the public.

### **3. Foundation (nil)**

### **4. Education Council**

Education Council Chair Kathy Tarnai-Lokhorst noted the minutes from the June 20, 2011 meeting were included in the agenda package. Kathy reviewed the highlights which included changes to many of the courses in Early Childhood Education. Kathy pointed out the addition of three new tuition-based English courses that will serve as alternates to ENGL 092, 094 and 096.

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

Margaret Lucas noted the AGM will take place next Tuesday. Jim Reed will remain as Chair for one year. The audit was completed on March 31, 2011, and Chris Trumpy, Chair of the Audit committee was satisfied with the results. KPMG will perform the audit for the next three years. In July, program revenue was bolstered by the success of the day camps. The ERG Centre, a tent with indoor rowing machines for high performance training, was approved. The annual funding proposals have been submitted for the next fiscal year.

## **VI BOARD COMMITTEE REPORTS**

### **1. Executive Committee**

Kyman Chan reported the Board self-evaluation was completed last spring, and Lynda Farmer led discussion on the results. The feedback and suggestions will be organized and summarized for the next Board meeting.

## **VII APPROVAL OF THE MINUTES**

The minutes of the September 12, 2011, Inaugural and regular meetings were approved as distributed.

## **VIII UNION REPORTS [nil]**

## **IX ORIENTATION PRESENTATIONS (nil)**

## **X NEW BUSINESS**

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

Paul Merner, Associate Vice President of Strategic Enrolment Management reviewed the enrolment report for fall 2011, which was included in the agenda. The number of students enrolled in regular programs in fall was down 1.1% from last year at 9349. Applications were down 9.4%, but recruitment efforts brought the final numbers up. Utilization was 99% this year compared to 100.2 % last year. International education enrolment was down 8.9%.

### **2. 40<sup>th</sup> Anniversary Update**

Lynda Farmer noted the planning committee will meet soon. Among other activities, the committee is planning a signature event in March, 2012. Lynda requested space at Government House for the event, but it was too early to confirm availability.

## **XI ADJOURNMENT**

The meeting was adjourned at 6:08 pm.