

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

**Monday, November 7, 2011**  
**Lansdowne Campus**

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**I CALL TO ORDER**

Board Chair Kyman Chan called the meeting to order at 5:02 pm.

**II APPROVAL OF THE AGENDA**

The agenda was approved as distributed.

**III INTRODUCTION [nil]**

**IV BOARD MEMBER REPORTS**

**1. Chair's Report**

Board Chair Kyman Chan reported Vice Chair Marilyn Pattison attended the BC Colleges meeting in Vancouver on his behalf on October 24, 2011. The Acting Deputy Minister Cheryl Wenezenki-Yolland attended and expressed the government's commitment to international education. Tony Loughran, Executive Director of Governance & Quality Assurance Branch, will work with the Board Resourcing and Development Office (BRDO) to ensure institutions receive board candidates who match their needs. New regulations will be announced soon regarding board membership and conflict of interest.

Marilyn Pattison delivered a speech at the October 28, 2011, College-wide graduation ceremony. Tom Siemens, George Ivanishvili, Janice Simcoe and Kathy Tarnai-Lokhorst also attended. Kyman announced Diana Srdic was acclaimed to the Education Council as the Interurban student representative.

The Office of the Auditor General (OAG) has completed the performance audit on the Board of Governors. They met Lynda Farmer, Kyman Chan and Kathryn Laurin on November 3, 2011, to discuss the results. The OAG reported that overall Camosun College has good governance policies. It is the first college in BC to undergo this type of performance audit. The College will have the opportunity to respond to OAG's draft report once it has been submitted. The final report will be published on the OAG website.

Lynda Farmer chaired the first meeting of the External Relations committee on October 12, 2011, and the committee will meet again on November 28, 2011. Lynda chaired the meetings of the Board 40<sup>th</sup> Anniversary committee on October 14, and November 2, 2011. The committee is planning a gala in early March of 2012, in addition to internal activities spread throughout the year.

The Board held an information session on the proposed Maple Leaf Education System proposal on November 1, 2011. On November 9, 2011, the Board is hosting a luncheon for the past Board Chairs at the Dunlop House. George Ivanishvili has accepted the role of liaison to Education Council. Kyman asked for a volunteer for the liaison to the Foundation. Kyman announced Brian Horncastle's resignation, and recognized his contribution to the Board of Governors.

## **2. President's Report**

President Kathryn Laurin introduced John Boraas, Acting Vice President, Education. Previously, John was the Dean of Access and Aboriginal Education and Community Connections.

The proposed Centre of Excellence in Health and Wellness is now on the government's list of capital projects, though the priority is not known. Kathryn met with Minister Ida Chong today. Minister Chong is a member of the government's Treasury Board, and supported the proposal in principle. Kathryn will meet Acting Deputy Minister Cheryl Wenezenki-Yolland later this week.

The \$8B federal non-combat shipbuilding contract won by Seaspan will affect Camosun. Camosun already offers marine trades training needed by shipbuilders, but will offer more next fall.

Kathryn distributed copies of the 'Strategic Plan: Inspiring Lives' flyer. The tool highlights Camosun's core business, good-news stories, accomplishments, and targets achieved. The information, which came from the 'Institutional Accountability Plan and Report', is organized under the four pillars of the strategic plan. Paul Merner worked with Joan Yates to create the pamphlet, which is a key corporate communication tool for advocacy and external relations.

## **3. Foundation**

Foundation Chair Bob Noble will represent the Foundation on the Board of Governor's 40<sup>th</sup> Anniversary Committee.

## **4. Education Council**

Education Council Chair Kathy Tarnai-Lokhorst noted the minutes from the September 26, 2011, meeting were included in the agenda package. Kathy reviewed the highlights verbally at the October 3, 2011 Board of Governors meeting. She called attention, in the Chair's report, to the three Education Council committees, Approvals Review and Renewals, EdCo By-Laws, and Awards. Kathy is Chair of the provincial Academic Governance Council (AGC). Kathy welcomed George Ivanishvili to the Education Council as the Board of Governors liaison.

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

Margaret Lucas noted the PISE Board meets quarterly and will meet next on November 22, 2011. Margaret is on the Audit and Finance committees. The financial statements are representative of a start-up business. PISE will focus on financial sustainability, and follow the three-year business plan which Robert Bettauer has put in place.

# **V BOARD COMMITTEE REPORTS**

## **1. Audit Committee**

- i) Chair Tom Siemens noted the minutes of the May 30, 2011 meeting were included in the agenda for information.
- ii) Tom Siemens gave a verbal report on the November 1, 2011 Audit Committee meeting. The committee met with the Office of the Auditor General (OAG) last week. It is the second year the OAG is acting as the College's auditor. They presented the audit plan for the College for the next nine-months to March 31, 2012. The auditors disagreed with Camosun College's method of reporting one-time only funds received from the province at March 31 as deferred revenue.

## **2. Finance Committee**

- i) Chair Tom Siemens noted the minutes of the September 12, 2011, meeting were included in the agenda for information.

- ii) Tom Siemens gave a verbal report on the November 7, 2011 Audit Committee meeting. Peter Lockie presented an overview of the budget for the first six months of the year. The budget is on track, but there are some risks. It will need to be managed carefully, but is expected to balance by March 31, 2012. On October 7, 2011, Peter gave a fifteen minute presentation to the provincial government pre-budget consultation committee. The committee is comprised of MLAs. Peter asked for sustainable operating grant funding; restoration to the previous levels of the Annual Capital Allowance (ACA); a review of major capital needs, particularly for the health building; creation of a program to match research grants similar the federal government's; assurance that the new accounting standards will have no financial consequences for the College, and a policy change to allow institutions to access reserves from prior years.

**3. Executive Committee [nil]**

**VI APPROVAL OF THE MINUTES**

The minutes of the October 3, 2011 meeting were approved as distributed.

**VII UNION REPORTS [nil]**

**VIII ORIENTATION PRESENTATIONS [nil]**

**IX NEW BUSINESS**

**1. United Way Presentation**

John Boraas, Acting Vice President, Education, and Deborah Huelscher are co-chairs of the Camosun College 2011 United Way Campaign. John advised the targets for the College have been raised to \$90K this year. Many events are underway to support the campaign including a pancake breakfast, a jazz concert, the Nasty November bike challenge, a chopper pull and the Book for a Buck – Tune for a Loon sale in the bookstores. All employees and the Board members received a United Way pledge form.

**2. Camosun College International**

Geoff Wilmshurst, Director of Camosun College International (CCI), gave a presentation on the ongoing activities and challenges facing international education. Geoff reviewed the external market, the risks and challenges at Camosun College, the plans to address the issues, and the strategic plan for CCI.

**X ADJOURNMENT**

The meeting was adjourned at 6:22 pm.