

CAMOSUN COLLEGE BOARD OF GOVERNORS
Minutes of the Regular Meeting

Monday, June 11, 2012
Lansdowne Campus

I CALL TO ORDER

Board Chair Kyman Chan called the meeting to order at 5:03 pm.

II APPROVAL OF THE AGENDA

The agenda was approved as distributed.

III BOARD MEMBER REPORTS

1. Chair's Report

Board Chair Kyman Chan noted Kathy Tarnai-Lokhorst represented the Board at the Vocational Education Leadership Training (VELT) Program farewell at the Union Club. Margaret Lucas brought greetings to the Trades and Technology Awards May 17, 2012. Chris Marks also attended. Marilyn Pattison addressed the Health Care Assistant and Practical Nursing awards on May 23, 2012. Kyman attended the School of Access and Aboriginal Education Student Awards ceremony May 24, 2012. Kathy Tarnai-Lokhorst will be replaced as Education Council Chair by Vice Chair Carly Hall on August 1, 2012. Carly is Chair of the Practical Nursing Program. The Board Resourcing and Development Office announced the terms for Lynda Farmer and Wayne Dalby have been extended. The new board candidate's proposals have been delayed.

2. President's Report

President Kathryn Laurin reported Applied Research won two major federal grants. They received \$1.75M from NSERC and \$700K from the Canada Foundation for Innovation (CFI). Camosun's 'E-PPRENTICE Flexible Learning for Professional Cook Training' Program received the Gold Award for Program Excellence at the ACCC conference in Halifax. Jennifer Stein and Gilbert Noussitou developed the program. While at the conference, Kathryn participated in a panel discussion on E-Learning, and based her comments on the E-PPRENTICE program.

Kathryn thanked John Boraas, VP Education, for his excellent work on the 2012 - 2014 Education Plan. John developed the new plan with the assistance of a cross-disciplinary team from across the College.

3. Foundation

Joan Yates announced the Foundation's 'Friends of Alumni' award. The \$5K award will be presented bi-annually to an individual who offers outstanding support to the College. The Foundation Board formed a committee to identify nominees and select the winner. The inaugural award will be presented at the College Graduation on June 19, 2012.

4. Education Council

Education Council Chair Kathy Tarnai-Lokhorst reported the two Education Council meetings that followed the April 16, 2012, meeting were focused on discussion regarding proposed competitive entry policy and guidelines.

5. Pacific Institute for Sport Excellence (PISE)

Margaret Lucas noted the next meeting is June 12, 2012.

IV BOARD COMMITTEE REPORTS

1. Audit Committee

- i) Audit Committee Chair Tom Siemens noted the minutes from November 1, 2011, were included in the agenda package.
- ii) Tom Siemens reported the auditors from the Office of the Auditor General (OAG) attended the June 1, 2012 Audit Committee meeting. The auditors were pleased with the results of the audit of the past year. The OAG completed the second year of five as auditor for the College. Peter Lockie presented the financial statements for the year ending March 31, 2012. The year ended with a surplus of \$208K.

MOTION:

**THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS APPROVE THE AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDING MARCH 31, 2012 AS PRESENTED.
CARRIED**

2. Executive Committee

Kyman Chan reported Bill 18 was passed in the Legislature, and has been incorporated into the College and Institute Act, but may be facing a legal challenge. The board by-laws and policies affected will be amended at a future date. Kyman reminded members to fill out and return the annual board self-evaluation forms. The OAG board governance audit is complete and the results are posted at www.bcauditor.com. Kathryn Laurin attended Select Standing Committee on Public Accounts yesterday as a witness for the audit. OAG will revisit the College in 2013 to ensure the recommendations were addressed.

John Boraas, Vice President Education, presented a request for five program cancellations, all supported by Education Council and the Board Executive. All programs will be replaced by other programs, except the Computer Systems Technology program which had no enrolment.

MOTION:

THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS APPROVE THE CANCELLATION OF THE PROGRAMS:

- i. 'CERTIFICATE IN COMPUTER SYSTEMS TECHNOLOGY ACCESS';
- ii. 'CERTIFICATE IN COMMUNITY MENTAL HEALTH';
- iii. 'CERTIFICATE IN PROFESSIONAL ACCOUNTING';
- iv. 'ADVANCED DIPLOMA IN COMPUTER ENGINEERING BRIDGE'; AND
- v. 'ADVANCED DIPLOMA ELECTRICAL ENGINEERING BRIDGE'.

CARRIED

3. External Relations Committee

External Relations Committee Chair Lynda Farmer noted the next meeting will be on June 20, 2012, at which they will finalise the annual plan and look at the approach to local government.

V APPROVAL OF THE MINUTES

The minutes of the May 7, 2012, meeting were approved as distributed.

VI UNION REPORTS

1. Camosun College Faculty Association

Kyman Chan acknowledged the professional tone of the CCFA report on the budget process. Kyman indicated the consultation process was lengthy, and the Board fully supported the budget decisions and process. Kathryn Laurin has since held two sessions open to all College internals to discuss the budget process, and attended the CCFA annual AGM to share

information. An enhanced model for budget development is under development and will be rolled-out in September.

VII ORIENTATION PRESENTATIONS [nil]

VIII NEW BUSINESS

1. 'Inspiring Lives' Progress Report

Kathryn Laurin presented the 'Inspiring Lives: Strategic Plan Implementation Report 2011-2012'. She acknowledged the outstanding work of Paul Merner and Cynthia Wrate in compiling the 'good-news' report. Kathryn outlined the numerous accomplishments, the implementation of the key mandates of the Strategic Plan, and the actions currently in-progress. The Strategic Plan was launched in spring 2011.

2. FTE Enrolment for 2011/2012

Paul Merner, Associate Vice President, Strategic Enrolment Management, noted the attached FTE enrolment report for 2011-12 has been submitted to the Ministry of Advanced Education. The report indicates Camosun College's performance in FTEs against the Ministry's targets at both detail and summary levels. The overall summary shows 99.3% overall utilization.

IX ADJOURNMENT

The meeting was adjourned at 6:33 pm.

Kyman Chan, Chair

Date

Heather Martin, Recorder