

CAMOSUN COLLEGE BOARD OF GOVERNORS
Minutes of the Regular Meeting

Monday, November 5, 2012
Lansdowne Campus

I CALL TO ORDER

Board Chair Kyman Chan called the meeting to order at 5:05 pm.

II APPROVAL OF THE AGENDA

The agenda was approved as distributed.

III BOARD MEMBER REPORTS

1. Chair's Report

Board Chair Kyman Chan joined MLA Ida Chong, Kathryn Laurin, Lynda Farmer, Carly Hall, Chris Marks, Marilyn Pattison, and Tom Siemens at the launch of the Medical Radiography Technology program and facilities on October 9, 2012. The event garnered media coverage.

Marilyn Pattison represented the board at Vice President of Strategic Enrolment Management Paul Merner's retirement on Oct. 11. Carly Hall and Chris Marks attended the Centre of Excellence for Teaching and Learning launch on October 15. Marilyn Pattison brought greetings to the Health Care Assistant and Practical Nursing Awards ceremony on October 23. Chris Marks agreed to sit on the Finance committee, and Madeline Keller-MacLeod accepted the role of liaison to Education Council.

The Board Resourcing and Development Office (BRDO) announced that Ian Cowan was appointed to the board in October. Ian's background is mathematics and physics. He is a world authority on international business development, with 18 years experience in international project work. He spent the last ten years in Russia, Central Asia, and the Middle East establishing business, forming branch offices and partnerships, and negotiating contracts. He has in-depth experience in strategic planning and institutional development of new technical colleges. Ian was Director of International Education at SAIT, and is currently CEO of Priddis Consulting Services on International Education. He was not able to attend as he is in Kazakhstan until mid-December.

2. President's Report

President Kathryn Laurin attended the BC College President's meeting in Vancouver today. Minister Yap and Deputy Minister Wenezeki-Yolland also attended. Kathryn acknowledged the efforts of Joan Yates, Executive Director, Communications & Advancement, and her team on 'The Connector', a newsletter designed to build relationships with the community. It was shared with the guests of the 40th Anniversary celebration. Peter Lockie and Kathryn gave a joint presentation to the provincial Select Standing Committee on Finance and Government Services. The committee is made up of MLAs, who were able to ask questions afterwards.

The launch of the Medical Radiography Technology (MRT) program on October 9 had a great turnout and the official launch of the Centre of Excellence for Teaching and Learning (CETL) was also well attended. The launch was followed by a week-long 'sandbox' at each campus, which provided faculty and staff with the opportunity to play with technology used to enhance

teaching. On November 1, Kathryn attended a gathering at trades training to recognize the employees and celebrate the trades refurbishment funding. In October Kathryn met with NDP Whip, MLA Maurine Karagianis.

3. Foundation [nil]

4. Education Council

Education Council chair Carly Hall noted the minutes from the September 24, 2012 meeting were included in the agenda. In the fall by-election, Insu Kim won the Lansdowne student seat and Corrine Michel won the faculty seat.

The new educational approvals model was developed and approved by Education Council, and is supported by the Education and Strategic plans. An implementation and communication plan is under development. Education Council discussed the proposed cancelation of the Applied Communication Program at length and the resulting letter is in the board agenda package.

5. Pacific Institute for Sport Excellence (PISE) [nil]

IV BOARD COMMITTEE REPORTS

1. Audit Committee

- i) Committee Chair Tom Siemens noted the minutes from the June 1, 2012 Audit Committee meeting were included in the agenda.
- ii) Tom Siemens noted the October 22, 2012 meeting was canceled, so Tom met Peter Bourne, Executive Director, Office of the Auditor, to go over Camosun College's audit plan for 2012-13. There were no concerns with the plan. There will be changes to college internal processes due to the change in public sector accounting standards, but further clarification is still needed.

2. Finance Committee

- i) Committee Chair Tom Siemens noted the minutes from the September 10, 2012 meeting were included in the agenda package.
- ii) Tom Siemens gave a verbal report on the November 5, 2012 meeting. The results of the first six months of operations were positive. The budget is \$104.5M, and the budget forecast to balance by March 31, 2013. By the end of September the budget was under by \$1M due to timing but is expected to self-correct. International Education enrolment was up significantly over last year.

Tom distributed the consultation framework for the budget process for 2013/14. The cuts in the coming year are expected to be larger than the previous year. Eighty percent of the budget is made up of personnel, so the cuts will impact people.

The budget framework includes the principles, objectives, matrix, and all stakeholders. All areas will have input into the budget. An operational plan is in place to support it, and communication will be ongoing. Town Halls have taken place at both campuses to communicate the budget process. The division's budget recommendations will go to the Senior Leadership Council, the College Executive, the Board Finance committee, and then the Board of Governors for the final decision. Impacts to the budget are a \$1.5M structural deficit, a \$.5M cut from government, and an unknown impact from bargaining outcomes. The reduction targets will be set in mid-November.

3. Executive Committee

Chair Kyman Chan invited John Boraas, Vice President Education, to review the consultation process leading to the proposed cancellation of the Applied Communication Program (ACP). The stakeholders identified in the consultation framework have been surveyed and the results are included in the agenda package. The proposed Digital Media program will be included in the Education Plan for consideration. The ACP was identified for suspension two years ago for budgetary reasons, and Administration recommended cancellation in winter of 2012. Kyman noted that due process was followed, and acknowledged John Boraas and the Education Council for their efforts throughout the difficult process. The Board Executive recommended the Board of Governors cancel the program. Keith Todd moved the following amendment to the motion:

MOTION:

THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS RECOMMENDS CONTINUING THE SUSPENSION OF THE APPLIED COMMUNICATION PROGRAM UNTIL REQUIRED CONSULTATION IS COMPLETED, AND FURTHER RECOMMENDS THAT COLLEGE ADMINISTRATION RESEARCH THE PROPOSED DIGITAL MEDIA PROGRAM AS A POTENTIAL REPLACEMENT PROGRAM AND REPORT ON THE THAT DURING OUR NEXT MEETING.

DEFEATED

MOTION:

THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS APPROVE THE CANCELLATION OF THE CAMOSUN COLLEGE APPLIED COMMUNICATIONS DIPLOMA PROGRAM, EFFECTIVE IMMEDIATELY.

CARRIED

Madeline Keller-MacLeod, Janice Simcoe, and Keith Todd voted against the motion.

Kyman Chan received a letter from a Camosun College neighbor opposing the planned extension of the cell tower on the Fisher Building. The Board Executive discussed the issue at their last meeting. The cell towers have been in place since 1996. The College completed assessments of the emission levels which were found to be under Health Canada safety guidelines. Telus submitted an application to the municipality of Saanich to raise the height. The required community consultation has taken place in June. The Board Executive agreed the issue is an operational one, and asked the College Executive to keep them informed of developments.

V APPROVAL OF THE MINUTES

The minutes of the October 1, 2012 meeting were approved with an adjustment.

VI UNION REPORTS

1. The Camosun College Faculty Association (CCFA) was included for information.

VII ORIENTATION PRESENTATIONS [nil]

VIII NEW BUSINESS

1. Trades Complex

Peter Lockie, John Boraas, and Tom Roemer are leading the \$30M renewal of the trades complex, with support from Joan Yates. Peter introduced Gwyn Simmons of CitySpaces Consulting Ltd. Gwyn, who won the contract to complete the project, presented an overview. The Ministry of Advanced Education, Innovation & Technology & Multiculturalism provided \$29.2M and the College will provide \$800K totaling \$30M. The Marine and Metal Trades

Centre, Mechanical Trades Centre, and Student Commons will be new construction. The Jack White building will be re-purposed as the 'Sustainable Construction and Renewal Energy Trades Centre'. The John Drysdale Trades building will be partially re-purposed as the 'New Technology and Innovation Centre', as well as trades storage, totaling 167 square feet of space for trades. The Tillicum Lodge will be deconstructed. A website will be created to track progress, and the project is expected to be complete by 2015/16.

2. VP Strategic Development Update

Tom Roemer, Vice President, Strategic Development, presented the board with the scope of his position and an update on his current key activities. His primary focus is entrepreneurial, innovation, an external focus, and securing funding and partnerships for sustainable results. His responsibilities include international education, contract training and continuing education, shipbuilding, and partnership building with the external community and all levels of government. The opportunities are numerous, and risk distribution is a challenge. Tom mitigates the risks by identifying key initiatives, aligning activity closely to the strategic plan 'Inspiring Lives', cross function with administration, and liaison with Communications and Advancement.

IX ADJOURNMENT

The meeting was adjourned at 7:22 pm.