



## BOARD OF GOVERNORS

### REGULAR MEETING MINUTES

**MEETING:** Monday, April 8, 2013  
**TIME:** 5:00 pm  
**LOCATION:** Paul Building, Room 216, Lansdowne Campus

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#### **I CALL TO ORDER**

Board Chair Kyman Chan called the meeting to order at 5:00 pm.

#### **II APPROVAL OF THE AGENDA**

The agenda was approved as distributed.

#### **III INTRODUCTION**

1. Peter Lockie, Vice President, Administration & CFO, introduced Barb Severyn, the new Executive Director of Human Resources. Barb, who began last week, has extensive experience in human resources management, and last worked at the Vancouver Island Health Authority.

#### **IV BOARD MEMBER REPORTS**

##### **1. Chair's Report**

Board Chair Kyman Chan reported that on March 25, 2013 Russ Lazaruk attended his first meeting as a member of the Board Executive committee. The elections results are in for the Board of Governors student and staff positions. Madeline Keller-MacLeod was acclaimed to the student position for Lansdowne Campus. Jordan Sandwith won the student position for the Interurban Campus. Nancy Sly was acclaimed to the faculty position. The new members begin their terms on August 1, 2013. Kyman acknowledged Chris Marks' contribution, whose term will end on July 31, 2013.

Kyman attended the BC Colleges (BCC) meeting in Vancouver today, where the focus was on the advocacy strategy for the college system in the case of a potential change of government in May. A good advocacy plan is in place regardless of the outcome.

Past board member David Johns passed away after a short illness. David was on the board for six years and contributed his legal expertise to the start-up of the Pacific Institute for Sport Excellence (PISE). He was a great supporter of the Camosun College Foundation, and his family requested a donation to the Foundation in lieu of flowers.

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

President Kathryn Laurin attended the BC Colleges (BCC) meeting in Vancouver today. Twice a year the board chairs join the presidents, so Kyman Chan was there. At each BCC meeting two college presidents will give a presentation to showcase an exciting new initiative from their respective colleges. At today's meeting, Kathryn gave a PowerPoint presentation on Camosun College's Centre of Excellence for Teaching and Learning (CETL).

Kathryn noted the budget development process has been a significant focus for the College Executive. Last week, Kathryn was the keynote speaker at the CWI Women in Leadership conference. Her main themes were risk-taking and innovation.

### **3. Foundation**

Foundation Liaison Marilyn Pattison noted the Camosun College Foundation giving campaign is currently underway, and welcomed any contribution from the board members.

### **4. Education Council**

Education Council Liaison Madeline Keller-MacLeod noted the minutes from the February 18, 2013, meeting were included in the agenda package. Madeline asked the board to direct any questions arising from the minutes to her for a response. Leslie Martin won the support staff position on the Education Council.

## **V BOARD COMMITTEE REPORTS**

### **1. Executive Committee**

Chair Kyman Chan reported the main focus of the last Executive Committee meeting was the proposed budget for 2013/14.

### **2. External Relations Committee**

#### **i) Signature Initiative Sub-Committee**

Russ Lazaruk, Committee Chair, asked the board members to think about potential sponsors for the Signature Initiative. Russ and Joan Yates, Executive Director, Communications & Advancement, and will distribute a sponsorship package soon.

### **3. Finance Committee**

- i) Committee Chair Tom Siemens noted the minutes from the February 4 and March 11, 2013 meetings were included in the agenda package.
- ii) Committee Chair Tom Siemens gave a verbal report from the March 25, 2013 meeting. The College Executive gave a detailed presentation of the budget and answered questions for the whole board. The consultation framework and the guiding principles and decision making criteria were very effective. Consultation and feedback from the College community was extensive. Peter Lockie noted that since then the Ministry funding letter has been received but the numbers are still notional pending formal voted appropriation.

In the operating fund, Camosun College has 9,600 students supported by 900 employees paid for by tuition (25%), government grants (approximately 52%), and the remainder from revenue generation. The personnel expense makes up 80% of the budget, and the remainder is for materials. The Government will not allow the College to run a deficit budget, so the budget must balance out to zero by the end of March. Base operations cost approximately \$1.5M more than what is received annually. Other operations in the College (Applied Research, Continuing Education, International Education, Contract Training, and Ancillary Services) must find revenue to fund the difference. Capital is severely underfunded with deferred maintenance as high as \$100M.

The budget proposal includes a 2% raise in tuition, and a shifting of resources. The net human impact is higher tuition, fewer services to students, minor raises in the collective agreements, and involuntary severance of 1.3 employee FTEs. The Finance Committee passed a motion to recommend the board approve the budget.

### **MOTION:**

**THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS APPROVE THE COLLEGE'S BUDGET FOR THE FISCAL YEAR 2013/14 WITH TOTAL REVENUE AND TOTAL EXPENDITURE OF \$108,229,407 RESULTING IN A BALANCED BUDGET.  
CARRIED**

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

**VI APPROVAL OF THE MINUTES**

The minutes of the March 4, 2013 meeting were approved as distributed.

**VII UNION REPORTS [nil]**

**VIII ORIENTATION PRESENTATIONS [nil]**

**IX NEW BUSINESS [nil]**

**X ADJOURNMENT**

The meeting was adjourned at 5:43 pm.