



BOARD OF GOVERNORS

REGULAR MEETING MINUTES

MEETING: Monday, May 6, 2013
TIME: 5:00 pm
LOCATION: Paul Building, Room 216, Lansdowne Campus

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 BOARD MEMBER REPORTS

1. Chair's Report

Board Chair Kyman Chan reported that Ian Cowan attended the College-wide Open House at the Interurban Campus on Thursday, May 2, 2013. The annual Joint Foundation and Board of Governors meeting will take place on May 15, 2013. Peter Lockie, Acting President, will give summary of what is new at the College, and Joan Yates, Vice President Communications, Advancement & Planning, will provide an update on fundraising. The governance training booked last December had to be cancelled, and will be rescheduled in the fall of 2013. Marilyn Pattison, Vice Chair, is reviewing options for the training. Kyman asked for a volunteer to bring greetings to the awards ceremony for Community Support and Education Assistant on June 19, 2013.

2. President's Report

Acting President Peter Lockie noted the consultation process for the 2013/14 budget was well received, and College Executive will continue to refine it going forward.

Kathryn Laurin, President, was appointed to the board of the Resource Training Organization (RTO) which oversees the management and development of apprenticeship training for the resource sector. The RTO is sanctioned as an Industry Training Organization (ITO) by the Industry Training Authority (ITA), pursuant to the Industry Training Authority Act. Kathryn was also nominated to the board of the Association of Canadian Community Colleges (ACCC). The election will take place in June at the AGM in Penticton. If elected, Kathryn will represent the BC urban colleges.

Cynthia Smith is the new Dean of Health and Human Services. She will begin on July 2, 2013. The search committees have been formed for the Dean of Access and for the Dean of Arts & Science. The timeframe is to have both new Deans in place by September.

John Boraas, Vice President Academic, will bring the Educational Programming Mix Analysis Project to the Board in the fall. The project will create a model to use data to examine the programming mix and target programs not meeting minimum expectations.

Citizenship and Immigration Canada (CIC) is ending the transfer relationship with the Province effective April 2014. It will affect \$1.5M targeted to domestic ESL program delivery, so John Boraas is working on advocacy with the government.

Tom Roemer, Vice President Strategic Development, recently returned from an ACCC delegation to Brazil to meet with the federal government. The number of scholarship students from Brazil to Canada grew from 46 to 500 as a result.

In trades, \$1.6M from WED and \$1.57M from the Ministry was invested in equipment. The design for the new facility for the Centre for Trades Education and Innovation is nearing a final decision.

Continuing Education has been decentralized to the schools, with Tom Roemer providing strategic leadership. A reallocation of the College Executive's duties will give new responsibilities to Joan Yates. Her new title is 'Vice President, Communications, Advancement and Planning'. Joan will assume the areas of institutional research, institutional planning, strategic planning tracking and increases in advancement.

3. Foundation [nil]

4. Education Council

Education Council Chair Carly Hall is away, so Education Council Liaison Madeline Keller-MacLeod provided highlights from the March 18, 2013 meeting. The curriculum was approved for year two and three of the Dental Hygiene program. The program was endangered in the 2011/12 budget, so it was restructured from ten months to eight months. The Gordon L. Dewart Community Service Entrance Award, valued at \$1000, is given to first year students with good academic standing who volunteer to prevent drinking and driving.

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

IV BOARD COMMITTEE REPORTS

1. Executive Committee

Chair Kyman Chan reported the Board meeting schedule for 2013/14 has been distributed. Three applicants have been submitted to the Board Resourcing and Development Office (BRDO) for the two vacancies created by Lynda Farmer in February and Wayne Dalby in July, 2013. The two applicants for Kyman Chan's position, which becomes available in December, will be submitted soon. Kyman asked for suggestions for applicants with an accounting background.

2. External Relations Committee

Signature Initiative Sub-Committee Chair Russ Lazaruk met with Joan Yates to review the RFP for an event planner. Russ will bring a request for approval to move forward on the Signature Initiative to the Board in June. The event will be cost neutral through sponsorship, for which assistance will be sought from the Board members.

V APPROVAL OF THE MINUTES

The minutes of the April 8, 2013 meeting were approved as distributed.

VI UNION REPORTS

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

VII ORIENTATION PRESENTATIONS [nil]

VIII NEW BUSINESS

1. Camosun College Student Society (CCSS) Fee Levies

Peter Lockie advised the Student Society is required by the College and Institute Act to annually request the Board to direct the collection and remittance of all Student Society related fees and levies.

MOTION:

That the Camosun College Board of Governors direct administration to collect the following fees for the 2013-2014 academic year and remit same to the Camosun College Student Society:

Camosun College Student Society Levy	\$9.58 per month
Canadian Federation of Students Levy	\$2.14 per month
Health/Dental Benefit Coverage	\$62.00 per semester (each)

And

Direct administration to collect the following levies to be collected and distributed by College Administration as per the existing arrangements and understandings:

Athletics Levy	\$4.20 per month
Building Fund Levy	\$3.78 per month
Child Care Levy	\$1.03 per month
Recreation Levy	\$2.66 per month
Recycled Paper Levy	\$0.15 per month
Universal Bus Pass (U-PASS)	\$20.25 per month
CARRIED	

2. CCSS – Audited Financial Statements for the Year Ending March 31, 2012

The Camosun College Student Society (CCSS) Audited Financial statements are included in the agenda package for information. The CCSS financial statements showed an operating surplus in the past year, and an accumulated surplus going forward.

IX ADJOURNMENT

Kyman Chan presented Chris Marks with a gift and acknowledged his contribution, as it is his last meeting of the Board of Governors.

The meeting was adjourned at 5:30 pm.