



BOARD OF GOVERNORS

REGULAR MEETING MINUTES

MEETING: Monday, October 7, 2013
TIME: 5:00 pm
LOCATION: Paul Building, Room 216, Lansdowne Campus

I CALL TO ORDER

Board Chair Marilyn Pattison 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 Marilyn Pattison reported Ron Rice, Madeline Keller-MacLeod, and former Board member Chris Marks attended the 21st Indigenous Students Annual Welcome Feast on September 12, 2013. Deans Ian Humphries and Cynthia Smith were there, as well as many faculty and staff. Marilyn noted it was a moving evening and encouraged all members to attend next year. Marilyn attended the BC Colleges (BCC) meeting in Vancouver on September 17. Twice a year BCC invites the chairs to join the presidents. Minister Amrik Virk and Deputy Minister Sandra Carroll attended. The Board Resourcing and Development Office (BRDO) representatives attended as well. They requested that board chairs consult with them about potential board applicants prior to speaking to the applicants. Marilyn attended the Foundation Board meeting on September 18, as a Liaison was not yet assigned.

Marilyn attended Minister Amrik Virk's announcement of funding for health seats at Camosun on September 24. The Minister was given tours of Lansdowne and Interurban campuses. Ian Cowan, Carly Hall, Madeline Keller-MacLeod and Russ Lazaruk also attended the announcement.

Marilyn met all the Board members individually over the past month. Marilyn expressed her appreciation for the members' energy and willingness to participate on the Board committees.

- Scott Marshall is the new Vice Chair.
- Ron Rice is the new Foundation Liaison.
- Ian Cowan is the new Education Council Liaison.
- The Finance committee has two new members, Ian Cowan and Nancy Sly.
- The Audit committee has one new member, Ian Cowan.
- Margaret Lucas will continue to chair the External Relations committee which has two new members, Ron Rice and Jordan Sandwith.
- Russ Lazaruk will continue to chair the Signature Initiative sub-committee, which has two new members, Keith Todd and Ron Rice.

Marilyn spoke with Natalya Brodie, BRDO Senior Analyst, about the upcoming replacement for Kyman Chan, as well as the empty seat. Natalya encouraged the Board to submit the

replacement nominations for Scott Marshall's position right away so BRDO can submit them all together this fall.

Marilyn spoke with trainer Vince Battistelli to review the Board's November 21 governance training program. Vince will address governance, the role of the committees, and the Board's working relationship with management. An article on governance as leadership will be circulated the week before the training.

2. President's Report

President Kathryn Laurin advised the September BCC meeting, which included board chairs, provided the opportunity to introduce Minister Amrik Virk and Deputy Minister Sandra Carroll to some of the issues facing the college sector. Marilyn Pattison and Kathryn held a private meeting with Minister Virk and DM Carroll previously in September and Kathryn has a one-on-one meeting with DM Carroll scheduled soon. Minister Virk was at the college last week to announce an additional \$800K for health seats. The Minister was given a tour of both campuses, including the Library at Lansdowne and the applied research and trades areas at Interurban.

The Centre for Excellence in Teaching and Learning (CETL) held celebrations for their one-year anniversary at both campuses. On Friday Kathryn attended the Inaugural Chargers Athletic Scholarship and Hall of Fame Dinner. Past President Liz Ashton was inducted into the first ever Chargers Hall of Fame. Peter Lockie gave a presentation to the government's Standing Committee on Finance and Government Services, where organisations outline their issues to government. A number of Camosun College students, including Board member Madeline Keller-MacLeod, also addressed the committee, and spoke very articulately about the issues.

Peter Lockie and Kathryn met with Saanich Mayor Frank Leonard to give an update on the Centre for Trades Education & Innovation (CTEI). Mayor Leonard offered guidance on moving forward with the process. Kathryn delivered a speech about Camosun College to the Harbourside Rotary at the Union Club last week. She noted the members were very impressed with the data in Camosun's economic impact brochure.

3. Foundation

Joan Yates, Vice President, Communications, Advancement & Planning, noted in future she and Ron Rice will give a joint report. The Foundation Board of Directors has a planning meeting next week to look at governance; at their priorities; and at their mandates and how to fulfill them.

4. Education Council

John Boraas, VP Academic, noted the minutes from the June 17, 2013 meeting were included in the agenda package. It was the first meeting under the new curriculum model. The new Integrated Curriculum Committee was developed over the last year and a half, and now Education Council will shift their focus to more strategic policy rather than curriculum.

5. Pacific Institute for Sport Excellence (PISE)

Margaret Lucas, PISE Board of Directors, attended the regular and AGM meetings. Two new directors were appointed, Colin Ewart and Bob Cameron. Peter Lawless and Kelly Mann have resigned. Jim Reed stepped down from the role of chair but will remain on the Board. Colin Ewart is the new chair. He is well connected in sports both nationally and internationally. The strategic plan for 2013 – 2016 was approved. There will be a fundraiser next year related to the 20th anniversary of the Commonwealth Games.

IV BOARD COMMITTEE REPORTS

1. Executive Committee

Executive Committee Chair Marilyn Pattison noted they discussed student housing at the June meeting, and postponed it to fall. The College management will look at the Board's concerns and bring it back when they are resolved. The annual self-evaluation of the Board was held in July, and six responses were received. The Executive have implemented the suggestion to bring orientation sessions to each Board meeting. Keith Todd asked Executive to use 'decision' rather than 'approval' on the Board agenda. The Executive decided to continue using 'approval' beside items requiring a decision. Scott Marshall's appointment ends next summer, so he will search the legal community for potential replacements.

2. External Relations and Signature Initiative Committees

External Relations Committee Chair Margaret Lucas noted the committees met jointly just prior to the Board meeting. Margaret thanked and welcomed new members Ron Rice and Jordan Sandwith. She welcomed Ron Rice and Keith Todd to the Signature Initiative sub-committee. The External Relations committee planned to host an MLA breakfast this fall, but postponed it until spring when the house sits again. For the first time the Board and College Executive will host the Saanich Mayor and Council for lunch on October 31 at the Classroom Restaurant. Mayor Frank Leonard and four councilors will attend.

Signature Initiative Sub-committee Chair Russ Lazaruk reported the planning for the event is well underway and on track. The BMW Dealership on Esquimalt Road is the confirmed venue. The event will take place on March 26, 2014. The overarching theme is innovation. Alison Ducharme is the event manager.

V APPROVAL OF THE MINUTES

The minutes of the September 9, 2013 Inaugural and Regular meetings were approved as distributed.

VI NEW BUSINESS

1. Fall Enrolment Report

Joan Yates, VP Communications, Advancement and Planning, gave a high level overview of the Fall 2013 Enrolment Report. There was a slight decline of 1.1% in program enrolments. Course registrations showed a slight decline of 0.8%. The Student FTE Places and Utilization numbers reflect the requirements from the Ministry of Advanced Education. Utilization is expected to increase by 1.2% over the previous year. The headcount for international students shows a 35% increase. The international students are not counted in the domestic numbers. Continuing Education is down 6.4%, due to a reorganization and because unproductive programs are no longer being offered.

2. Camosun International

Geoff Wilmhurst, Director, Camosun International, joined the meeting by videoconference from Baotao, China. Geoff gave a presentation on Camosun International including the increase in enrolment since 2009; projected growth expected until fall 2016; key country growth and decline from 2009 to present; the split between campuses, gender and age of the students; and the percentage of international students in programs of study from 2010 to present. Future countries of interest may include Eastern Russia, Ukraine, Mexico and Columbia. Infosilem, the new space scheduling software, will help to offset the future pressure on classroom capacity, and plans are in place to increase homestay availability. Additional support will be put in place for faculty and students to assist with language and to inter-culturalise the classroom.

3. Centre for Trades Education & Innovation (CTEI)

Peter Lockie, VP Administration & CFO, presented an update on CTEI, and distributed a brochure with the site plans and building layout. CTEI is expected to be fully designed by November, will go out to tender by December, and the low bid will win the contract in January. Construction is

expected to start in February 2014 and finish by spring 2015. Heavy duty, automotive, marine, welding & metal fabrication, and sheet metal are moving into the CTEI. The remaining programs will stay in the Jack White building, which will see some minor improvements.

The design will go to Saanich Council in November as it requires a building permit. The design will be shared with the Saanich Advisory Design Panel. Margaret Lucas is a member of the panel, so declared that she will not attend any of the meetings involving Camosun College. Extensive consultation will continue to take place with stakeholders throughout the college, with industry, with community groups, and with the neighbours.

VII ADJOURNMENT

The meeting was adjourned at 6:35 pm.