



BOARD OF GOVERNORS

REGULAR MEETING MINUTES

MEETING: Monday, December 2, 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 5:03 pm.

II APPROVAL OF THE AGENDA

The agenda was approved as distributed.

III OATH OF OFFICE

Board Chair Marilyn Pattison administered the Oath of Office to Cindy Choi.

IV BOARD MEMBER REPORTS

1. Chair's Report

Board Chair Marilyn Pattison welcomed Cindy Choi who was appointed by Order in Council on October 25, 2013. Marilyn and Scott Marshall gave Cindy an orientation on November 20. Cindy has a background in Finance. Kyman Chan's final Board meeting is today, as his term ends in December. Russ Lazaruk is the new chair of the Finance committee. Cindy Choi has agreed to be a member of the Finance committee. The chair of the Audit committee will be announced soon. The governance training session took place on November 21. Marilyn will ask a small group of Board members to meet to discuss training requirements and bring back a recommendation for the next steps. All Board members are invited to the college-wide employee holiday party on Friday, December 13 at the Interurban Campus.

2. President's Report

President Kathryn Laurin reported she just returned from her second trip to China this month. Kathryn represented Camosun on the Premier's trade mission. There were 170 delegates on the mission. Kathryn signed a MOU between Camosun College and the Beijing Vocational College of Finance and Commerce. It will provide future opportunities for Camosun. Kwantlen, UBC and Royal Roads also took part in the trade mission. At the beginning of month Kathryn travelled to China as part of an initiative of the Association of Canadian Community Colleges (ACCC). She went to Beijing where she made a presentation to a reunion of the VELT post-secondary leaders and institutions, and sat on a panel afterwards. Kathryn attended the installation of President Jamie Cassels at the University of Victoria. Jamie Cassels holds the partnerships UVic has with Camosun College in high regard. Kathryn met with NDP Advanced Education critic David Eby to discuss the college's challenges and issues. Kathryn attended the Chamber of Commerce breakfast for CEOs who have over 100 employees. They held a round table to discuss their challenges and to talk about job skills.

3. Foundation

Joan Yates, Vice President, Communications, Advancement & Planning and Foundation Liaison
Ron Rice reported the next meeting of the Foundation Board is December 18, 2013.

4. Education Council

Education Council Chair Carly Hall advised the minutes from the October 21, 2013 meeting were included in the agenda package. Carly went over the highlights of the meeting, most notably the Camosun Sustainability Plan. The November meeting held updates on the program mix and the budget process. They revisited a ten-year old document about Camosun as a learning-centred college.

5. Pacific Institute for Sport Excellence (PISE)

PISE Board of Directors member Margaret Lucas reported that PISE celebrated their five-year anniversary last weekend. The latest initiative is a new track and seating. The Board met on November 19, 2013, and everything is on track. The next meeting is on February 4, 2014.

V BOARD COMMITTEE REPORTS

1. Executive Committee

Executive Committee Chair Marilyn Pattison reported the Government mandated core review was discussed in depth. Scott Marshall's Board appointment ends on July 31, 2014. Scott brought forward possible candidates with a legal background for his replacement. The Executive held a de-brief on the November 21, 2013 governance training session.

2. External Relations Committee

External Relations Committee Chair Margaret Lucas met Saanich Councilor Susan Brice to follow-up on the Saanich Mayor and Council lunch. Susan reported the Council members were pleased with the lunch. Margaret and Susan began a dialogue about the bus service at the Interurban campus.

i) Signature Initiative Sub-Committee

Signature Initiative Committee Chair Russ Lazaruk noted the committee met several times and have identified a number of potential sponsors. The sponsorship package will be ready soon. The focus for the next few weeks is to find sponsors. The next priority is to identify the criteria for the award and to select the recipient. The committee will require assistance from the Board members and staff for work on the award. Russ asked the Board members to send him the names of their contacts who could be potential sponsors.

VI APPROVAL OF THE MINUTES

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

VII UNION REPORTS

1. Camosun College Faculty Association (CCFA)

VIII ORIENTATION PRESENTATIONS

1. School of Access and Aboriginal Education & Community Connections

Ian Humphries, Dean of the School of Access and Aboriginal Education & Community Connections (AECC) provided an overview of the school. Ian reviewed the new initiatives from the Access and AECC. Ian reported 34% of Camosun students started their pathway in Access, and 64% go on to other courses at the college. Access has a budget of \$6.1M, and has 64 FTE. AECC has a budget of \$820K and has 8.7 FTE. AECC brought in over \$3M over the last few years. Access and AECC are working on strengthening existing partnerships and developing new partnerships. The new website has been launched which includes student testimonials: <http://camosun.ca/learn/school/access/>.

IX NEW BUSINESS

1. Core Review

Marilyn Pattison reported the government mandated institutional core review request was received on November 15, 2013. The request was sent to the Board Chair, who will deliver the final report to the Minister. The core review can be balanced with existing reviews, and Camosun has a number of reports and studies already in place that can be incorporated. The budget development process will be part of the core review. The core review is separate from shared services.

The Board is responsible for determining the approach. The timeline for the review is very tight. Kathryn Laurin presented the outline for the process and approach the College Executive recommends. The outline is due to the Minister of Advanced Education within a week. The outline is an evolving document and will be updated regularly. 'Deferred Maintenance' will be added to 6.4 under 'Conditions for Success'.

MOTION:

THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS APPROVE THE PROCESS AND APPROACH FOR THE 2013-2014 GOVERNMENT MANDATED INSTITUTIONAL CORE REVIEW AS PRESENTED, AND TO BE CONDUCTED BY THE COLLEGE ADMINISTRATION, SUBJECT TO REGULAR REVIEW BY THE BOARD.

CARRIED

X ADJOURNMENT

The meeting was adjourned at 6:17 pm.