



## BOARD OF GOVERNORS

### REGULAR MEETING MINUTES

**MEETING:** Monday, March 3, 2014  
**TIME:** 5:00 pm  
**LOCATION:** Liz Ashton Campus Centre, Room 320/321  
Interurban Campus

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#### I CALL TO ORDER

Board Chair Marilyn Pattison 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 Marilyn Pattison met with the Advanced Education Minister Amrik Virk and the three Assistant Deputy Ministers on February 20, 2014. The day prior to the meeting, the Province announced one-time transition funding for English as a Second Language (ESL) training. Marilyn asked the Minister to ensure upper level ESL students become a priority, and to include the college in transition planning. Marilyn gave them an update on the college budget for 2014/2015.

Scott Marshall's term on the board ends in July, so two candidates with legal backgrounds were submitted to the Ministry for his replacement. Marilyn Pattison, Margaret Lucas and Ron Rice's terms are up for renewal in July, so a recommendation for their renewal was submitted. Madeline Keller-MacLeod and Jordan Sandwith are leaving the board in July. The two students joining the board on August 1 are Chris Marks and Andy Chen. Both have been members of the board before, and were acclaimed.

Marilyn, Scott Marshall and Nancy Sly will attend a reception for the Centre for Trades Education and Innovation (CTEI) on March 4 at Interurban. The Board is hosting its inaugural Signature Initiative event on March 26, and full board attendance is requested. Russ Lazaruk will provide an update later in the meeting.

##### 2. Keith Todd

Keith Todd reported that next week International Education is hosting a cultural talent show. It will take place on Friday, March 14 at the Alix Goolden Performance Hall. Heather Martin will send an invitation to the board.

### **3. President's Report**

President Kathryn Laurin announced that next Wednesday, March 5, all five post-secondary Vancouver Island presidents will sign an MOU in the spirit of cooperation, collaboration and partnership. Ministers Shirley Bond and Amrik Virk and the five presidents will be in attendance. The presidents attended a retreat last fall to discuss collaboration. This MOU is a renewal of an island partnership agreement signed five years ago.

The Vancouver Island Construction Association (VICA) has been invited to a reception for the Centre for Trades Education and Innovation (CTEI). It will take place on March 4 from 5:30 to 7:30pm in the Atrium of the Liz Ashton Campus Centre. Murray Farmer will speak at the event. The reception will help to build relations with the community to benefit the trades building.

The Province announced one-time funding of \$1.4M for the ESL transition to the federal model. The funds will give the college a one-year reprieve, and ensures domestic students currently enrolled will be able to complete their programs. The college will work with the Ministry on the transition out of the current model.

### **4. Foundation**

Ron Rice, Foundation Liaison, reported the Fundraising committee met to discuss their mandate and the development of procedures for sponsorships. Ron will bring more information to the board over the next few meetings. Joan Yates, Vice President, Communications, Advancement & Planning, noted that over the next three years the Foundation will determine which schools and programs need support. They will look at how many students qualify for bursaries, and how many of those qualified are served. The next step will be to develop a strategy to address the difference.

### **5. Education Council**

Carly Hall, Education Council Chair, went over the highlights of the January 27, 2014 meeting which included approval of the Certificate in Shipbuilding and Repair Foundation, and SHIP 100. At the February meeting, a new program was approved in Arts & Science 'Digital Production Writing and Design'.

### **6. Pacific Institute for Sport Excellence (PISE)**

PISE Board of Directors member Margaret Lucas reported the new fiscal budget was approved at their last meeting. The staff at PISE have a good relationship with Michelle Stillwell, MLA, Parksville, and Olympic gold medal winner. Ms Stillwell encouraged the PISE fitness team to initiate a successful early morning fitness program for the MLAs. Planning is underway for the Commonwealth Games 20<sup>th</sup> anniversary in August. PISE is seeking sponsors for the event.

## **IV BOARD COMMITTEE REPORTS**

### **1. External Relations Committee**

External Relations Committee Chair Margaret Lucas noted the last meeting was cancelled. The invitations have gone out for the May 15 MLA breakfast at the Union Club. The past board chairs lunch will take place on May 16 at the Classroom Restaurant at the Interurban Campus.

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

Russ Lazaruk, Chair of the Signature Initiative Sub-Committee, reported the operations side of planning for the event is well underway. The invitations have gone out. The

board is still seeking sponsorships for the presenting sponsor, a display sponsor, and the dessert sponsor. Russ asked the board members to send him any contacts or suggestions for potential sponsors. The overarching theme for the event is innovation.

**V APPROVAL OF THE MINUTES**

The minutes of the February 3, 2014 meeting were approved as distributed.

**VI NEW BUSINESS**

**1. Winter Enrolment Report**

Joan Yates, Vice President Communications, Advancement & Planning, provided an overview of the winter enrolment report. The key factors are program enrolments, course registrations, and full time equivalents (FTE). Program enrolment is healthy at 8,923. Course registrations are 28,017, a .6% decrease from last year. The FTE utilization rate is estimated to be 96.5% for Advanced Education FTEs, and 114.7% for Industry Training Authority FTEs. The full time/part time split remains at 60.3%. International Education enrolment is up 36.9%, moving to 842 from 615. Enrolment in Continuing Education increased by 2.5% over last year.

**VII ADJOURNMENT**

The meeting was adjourned at 5:52 pm.