



BOARD OF GOVERNORS

REGULAR MEETING MINUTES

MEETING: Monday, May 5, 2014
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 5:04 pm.

II APPROVAL OF THE AGENDA

The agenda was approved as distributed.

III BOARD MEMBER REPORTS

1. Chair's Report

Board Chair Marilyn Pattison thanked Ian Cowan for representing the board at the Health Care Assistant and Practical Nursing Awards ceremony on April 15, 2014. Marilyn spoke with Natalya Brodie, Board Resourcing and Development Office (BRDO), but an update was not yet available on this year's government appointments to the board. BRDO hopes to make the announcement by mid-May. Scott Marshall's term ends July 31. Margaret Lucas, Marilyn Pattison and Ron Rice's terms are up for renewal on July 31. The Board Chair received an invitation from AVED Minister Amrik Virk to present the final report on the Core Review for Camosun College in late May or early June. Each institute will have 45 minutes with the Minister and other officials. Marilyn met with the Chair of the Foundation Bob Strachan to prepare for the May 12 annual joint meeting of the Foundation Board and Board of Governors. On April 29, the Government issued a press release on the 'BC's Skills for Jobs Blueprint' at a meeting on the steps of the legislature. The report is significant for the Province as it affects kindergarten through to university. It increases trades training and supports the LNG industry. The report will be important for colleges. There is no new money, but there will be a reallocation of funds.

Marilyn received over 120 emails and letters on the proposed budget changes. She read and responded to them all. There were over 70 on the Early Learning and Care program, over 50 on the Victoria Conservatory of Music partnership, and one on the Computer Systems Technology program. A binder of the letters is available to all board members here and in the board assistant's office. Nancy Sly asked for board volunteers to sit on a committee to develop an orientation for new board members. Marilyn will soon send a request for board volunteers to participate in upcoming awards and graduation ceremonies.

2. President's Report

President Kathryn Laurin was pleased to announce that Royal Roads University President Allan Cahoon will sign a five year MOU with Camosun tomorrow. The MOU is to look for opportunities to market international and domestic programs where there are cost benefits, and to combine

Camosun's suite of programs with Royal Roads' where it makes sense. The MOU will reinforce the institutions' commitment to work together, and is an element of the core review.

The 'BC Skills for Jobs Blueprint' is a significant announcement by four ministers on the re-engineering of education (AVED, JTST, Education, and Labour). It will see a shift to a data driven system. Training dollars will be targeted to jobs that are in demand such as LNG and shipbuilding. There are three objectives; the first is a head start to hands-on learning in K-12, the second is the shift of training to match jobs that are in demand, and the third is a stronger partnership with industry to deliver training. There will also be an overhaul of the Industry Training Authority (ITA).

3. Foundation

Ron Rice, Foundation Liaison, noted the board met and shared their feedback on the Signature Initiative event. They discussed policy and the upcoming joint meeting with the Board of Governors. Joan Yates will be away for a period of time.

4. Education Council

Ian Cowan, Education Council Liaison, and Carly Hall, Education Council Chair, noted the minutes from the March 17, 2014 meeting were attached. The highlights of the meeting included the Bachelor of Business Administration - Human Resource Management & Leadership Major, the Post-Degree Diploma in Administration – Accounting Option, and a letter in support of the Special Program Renewal to the BC Human Rights Tribunal. The main focus of the discussion was program mix and the budget.

IV BOARD COMMITTEE REPORTS

1. Executive Committee

Russ Lazaruk delivered the report as Executive Committee Chair Marilyn Pattison was away on April 28, 2014. Russ advised the board will be asked for a decision on two land matters, the North Road lease, and the consolidation of the Lansdowne campus lots.

i. North Road Lease

Peter Lockie, VP Administration and CFO, advised the renewal of the North Road lease on Area 1 at the Interurban Campus must be vetted through the Ministry and approved by the board. The North Road land, which is in the corner near the Pacific Institute for Sport Excellence (PISE), was acquired ten years ago, and had pre-existing leases held by the provincial government. The request is for a five year extension of one of the leases. The College has no alternative plans for the land for the next five years. The Ministry requires a motion for the renewal of the lease and another to state it won't affect future programs.

MOTION 1:

THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS APPROVES THE REQUEST TO DISPOSE OF THE INTEREST IN LAND AND BUILDINGS REFERRED TO AS AREA 1 (ON THE SKETCH PLAN ATTACHED) BY WAY OF A RENEWED LEASE TO SHARED SERVICES BC/MINISTRY OF FORESTS.

CARRIED

MOTION 2:

THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS DECLARES THAT THE DISPOSAL WILL NOT AFFECT THE FUTURE DELIVERY OF EDUCATIONAL PROGRAMS.

CARRIED

ii. Lansdowne Land Consolidation

Peter Lockie presented a request to consolidate the five legal parcels of Lansdowne land into three legal parcels. Two of the buildings were built over two different lots so are not legally conforming. The Province holds a 'possibility of reverter' clause over the main lot stating it must be used for education. The reverter must be extended over the three lots if they are joined. The Province requires board approval of the consolidation of the parcels. The ability to build or develop the land in future will be hampered without the consolidation.

MOTION:

THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS APPROVES THE CONSOLIDATION OF LOT 1 (PLAN VIP52129), LOT A (PLAN 28182) AND EASTERLY ½ of LOT 27 (PLAN 1025) AT LANSDOWNE CAMPUS.

CARRIED

2. Finance Committee

Finance Committee Chair Russ Lazaruk noted the minutes from March 31, 2014, were included in the agenda package, and delivered a verbal report on the April 28, 2014, meeting.

The 2014-2015 budget was difficult due to flat funding, ESL cuts, and a grant reduction. There was a comprehensive consultation process with all the stakeholders, and the board received regular updates. The approval timeline was pushed out a month to May 5 to allow additional consultation and planning time. The draft budget was presented to the impacted areas ahead in order to gather their input. The impacted areas include university transfer (UT), Nursing, Early Learning and Care (ELC), Computer Systems Technologist (CST) and the Victoria Conservatory of Music (VCM) partnership. All the feedback received was considered in the budget deliberations.

There are no program suspensions or cancellations. It is balanced, meeting the government mandate. There is a 2.5% cut across the College. Low enrolment courses in UT were reduced. ELC will run as planned this fall. One of four cohorts for 2015 was eliminated for CST. Changes to entrance requirements were made to Nursing to improve student retention. VCM saw a reduction in their grant from Camosun by \$40k. There will be a cost reduction for CST in 2014 as well as some curriculum redevelopment. There will be reductions in Student Services and in Administration.

Marilyn Pattison acknowledged Kathryn Laurin and the College Executive Team for their hard work on the budget. She thanked John Boraas and Peter Lockie for their efforts on behalf of the internal and external community.

Madeline Keller-MacLeod abstained from voting. Keith Todd left the room during voting.

MOTION:

THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS APPROVE THE COLLEGE'S BUDGET FOR THE FISCAL YEAR 2014/15 WITH TOTAL REVENUE AND TOTAL EXPENDITURE OF \$113,815,157 RESULTING IN A BALANCED BUDGET.

CARRIED

V APPROVAL OF THE MINUTES

The minutes of the April 7, 2014 meeting were approved as distributed.

VI NEW BUSINESS

1. Camosun College Student Society (CCSS) Fee Levies

Peter Lockie, Vice President Administration and CFO, 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 CCSS related fees and levies. The CCSS is in good financial health.

MOTION:

THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS DIRECT ADMINISTRATION TO COLLECT THE FOLLOWING FEES FOR THE 2014-2015 ACADEMIC YEAR AND REMIT SAME TO THE CAMOSUN COLLEGE STUDENT SOCIETY:

CAMOSUN COLLEGE STUDENT SOCIETY LEVY	\$9.67 PER MONTH
CANADIAN FEDERATION OF STUDENTS LEVY	\$2.16 PER MONTH
HEALTH/DENTAL BENEFIT COVERAGE	\$127.00 PER YEAR (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	\$4.24 PER MONTH
BUILDING FUND LEVY	\$3.82 PER MONTH
CHILD CARE LEVY	\$1.04 PER MONTH
RECREATION LEVY	\$2.95 PER MONTH
RECYCLED PAPER LEVY	\$0.15 PER MONTH
UNIVERSAL BUS PASS (U-PASS)	\$20.25 PER MONTH
CARRIED	

2. CCSS Audited Financial Statements – Year Ending March 31, 2013

Peter Lockie noted the CCSS Audited Financial statements are included in the agenda package for information. The CCSS is in good financial health, is a separate society, and appoints their own auditor.

VII ADJOURNMENT

The meeting was adjourned at 5:53 pm.