



BOARD OF GOVERNORS

REGULAR MEETING MINUTES

MEETING: Wednesday, February 15, 2017
TIME: 5:00 pm
LOCATION: Paul Building, Room 216, Lansdowne Campus

BOARD MEMBERS:

Russ Lazaruk, Chair
Sherri Bell, President
Steve Chang
Nigel Giuliany
Meagan Greentree
Debbie Hlady
Ron Rice

ADMINISTRATION:

Shane Busby, VP Administration
Deborah Huelscher, Chief Financial Officer
Barbara Severyn, Executive Director, Human Resources
Geoff Wilmshurst, VP Partnerships
Joan Yates, VP Student Experience

REGRETS: John Boraas, VP Education

Cindy Choi
Joanne Cumberland
Stefan Fletcher
Bill Gyles
Anthony Pica
Laylee Rohani

GUESTS: Dominic Bergeron, Dean, A&S
Steven Rumpel, Dir., Education Policy & Planning
Ian Tol, Director, Facilities Services

BOARD ASSISTANT: Heather Martin

I CALL TO ORDER

Russ Lazaruk, Chair, 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

Russ Lazaruk, Chair, continued meeting regularly with Sherri Bell for planning. On December 13, Ron Rice and Russ attended the first Annual Public Sector Board Governance Professional Development Forum, a one day workshop hosted by the Government. Government officials, and directors from crown corporations, health authorities, and post-secondary institutions took part. They looked at exempt compensation, enhanced board development, an auditor report on ethics, and enterprise risk management.

In December, Russ wrote to the Foundation Board and to Lynda and Murray Farmer, co-chairs of the TRADEmark Campaign, to thank them for the amazing job they did on the campaign. The original target was \$5M, and they achieved an unbelievable \$6.5M.

On January 17, Russ went to the BC College presidents meeting in Vancouver. BC Colleges Day will be held at the legislature on March 7. All BC colleges have seen a sharp increase in international students. International education nationally contributes \$11.4 M in tuition. The impact overall in spending is greater than lumber, wheat and financial services and is equal to the Canadian auto parts industry. They also discussed exempt compensation and student housing. The Government is looking at three models, the top choice being the third party non-profit option.

On January 19, the Minister of Advanced Education, Andrew Wilkinson, announced a \$43.5M investment in the Health Sciences building. \$12.5 million comes from the Government of Canada, and \$31 million comes from the Province of B.C. The college will contribute \$5M, which means we will have another capital campaign. Thank you to Ron Rice, Debbie Hlady, Stefan Fletcher, and Steve Chang for attending the announcement.

On January 20, Sherri Bell, Ron Rice and Russ met the South Island MLAs and Kathy Corrigan, Advanced Education critic, to share the new directions at Camosun and across the province. They hosted a lunch at the Classroom Restaurant, and gave them a tour afterwards of the Centre for Trades Education and Innovation.

2. President's Report

Sherri Bell, President, thanked Ian Tol Director, Facilities Services, and Shane Busby, VP Administration for their enormous amount of work on the health building. The federal government timelines are very short. Joan Yates, VP Student Experience is looking at the engagement process. Geoff Wilmshurst, VP Partnerships is working on the capital campaign, which is minimally \$5M. Sherri attended a very moving ceremony with the First Nations partners to bless the land for the building.

Sherri will meet with the MLAs at the BC Colleges Day the legislature on March 7. Jeff Vasey, ADM Institutions and Programs, met with the College Executive Team. Claire Avison, ADM Governance, visited the campus and focused on Camosun Innovates and Applied Research. Faculty organized a memorial event last Thursday on the events in Quebec, and invited Muslim students to speak. This week is Camosun College's first Reading Break week. Sherri held cross campus conversations at both campuses. She gave a half-hour presentation on the Strategic Plan and on reinvestment followed by questions. The Truth and Reconciliation Day with Keynote Chief Robert Joseph will be held on Friday for all employees. Sherri acknowledged the enormous amount planning work by Janice Simcoe and Joan Yates and her team.

3. Foundation

Ron Rice, Foundation Liaison, advised the last meeting held a review of the planning session and the results. A highlight was the bylaw review which has been underway for a year. They worked on Board recruitment, financial planning and policies. The Foundation is very proud of the closing of the TRADEmark campaign. Geoff Wilmshurst, VP Partnerships, added that a motion was passed to support the upcoming health campaign.

4. Education Council

Nigel Giuliany, Education Council Liaison, noted the minutes from the November 16, 2016, meeting were included in the agenda package. At the January 20, 2017, meeting Steven Rumpel and Katie Shaw gave a presentation on the 'Involuntary Health & Safety Leave of Absence' policy which is under development. They held break-out sessions for input, and many new ideas came forward.

IV BOARD COMMITTEE REPORTS

1. Award for Innovation

Ron Rice, Chair, advised that at the December meeting, the committee agreed on an evaluation tool and the marketing strategy. The award will be presented at School of Trades & Technology student awards ceremony in May, and then again at the college-wide graduation in June. The next meeting is March 1, 2017.

2. Executive Committee

Russ Lazaruk, Chair, Executive Committee, reported that Dominic Bergeron will stand in for John Boraas.

i) Program Cancellation Request

Dominic Bergeron, Dean, Arts & Science, advised the program began in 2007. The courses will still be available to students, but the credential is no longer needed.

THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS APPROVE THE PROPOSED CANCELLATION OF THE PROGRAM 'ASSOCIATE DEGREE OF SCIENCE – PRE-MEDICINE OPTION (IDS 2221) – PROGRAM CREDENTIAL OPTION'.

CARRIED

ii) Program Acceptance Request

Dominic Bergeron advised the new program 'Certificate in Live Event & Audio-visual Technician – Internship Designation' will begin in September 2017. The tuition is banded at the self-funded level as there is no base funding.

MOTION

THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS ACCEPT THE PROPOSED NEW PROGRAM 'CERTIFICATE IN LIVE EVENT & AUDIO-VISUAL TECHNICIAN – INTERNSHIP DESIGNATION'.

CARRIED

iii) Audit Committee - Addition of Risk Management

Russ Lazaruk advised that enterprise risk management was discussed at the public sector meeting. Once a year the board receives the Camosun risk register. The board has fiduciary responsibility for the College, and should look at it more than once a year. Russ suggested increasing the scope of the Audit committee to include reviewing the risk register. They would not work on an operational level, but rather would ensure all risks have been identified and that everything has been done to mitigate the risks.

MOTION

THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS APPROVE THE ADDITION OF RISK MANAGEMENT TO THE PORTFOLIO OF THE AUDIT COMMITTEE.

CARRIED

3. Finance Committee

- i) The minutes from the November 7, 2016, Finance Committee meeting were included in the agenda package.
- ii) Russ Lazaruk gave a verbal report on the January 30, 2017 meeting. The budget was tracking \$2.2M ahead at December 31, which allows for reinvestment. A small surplus is expected at year-end. The budget provided \$1.5M from international enrolment, and \$1.5M from growth which will be used for strategic reinvestment. The \$3M was split between operating and capital, ongoing and one-time. Next year modest growth is expected. The Board Finance committee will be asked to make a recommendation on the budget at the end of March for approval in April by the board. It is critical for all board members to attend.

V APPROVAL OF THE MINUTES

The minutes of the December 5, 2016 meeting were approved as distributed.

VI NEW BUSINESS

1. Sexual Misconduct Policy – Update

Steven Rumpel, Director, Education Policy & Planning, advised the policy development process for the Sexual Misconduct policy is on track, and is in alignment with the legislated requirements. The draft policy will receive a legal review before it goes to the March 6 board meeting. It will go to the board for final approval in April. The approach used by Camosun is highly regarded due to the robust level of engagement.

2. Health Building

Shane Busby, VP Administration, advised the ground for the Health building will be broken in March, and it must be essentially complete one year later. The project is on a hyper-fast track with multiple and concurrent actions. The communication and engagement strategies are ongoing. The risk registry is being developed and will change weekly. A risk dashboard and a run-through with architect Ray Wolfe will go to the board on March 6. Progress is currently on track. Shane Busby is the internal contact for the project. Sherri Bell asked the board for suggestions for the Health Campaign cabinet.

3. Update on 2016 Reinvestment

Sherri Bell, President, advised that over the past year the College Executive Team took the time to carefully identify, based on data, the areas that need strategic reinvestment. A total of \$3M was available. The investments are organized by the Strategic Plan 'corner posts' they fall under. As it is not known whether the international numbers trend will continue, \$1.5M went into one-time infrastructure. The remaining \$1.5M went to needs identified in the Strategic Plan.

4. IMTARC Update

Geoff Wilmshurst, VP Partnerships, noted the board approved the purchase of the lease of the Industrial Marine Training and Research Centre (IMTARC) building. The lease was signed and will be assumed on April 1, 2017. In September, some of Camosun's related Community Education

programming will move in. Communication is underway with key players in the local marine industry. The name will be changed, and an opening ceremony is planned for early April.

VII ADJOURNMENT

The meeting was adjourned at 6:41 pm.

Russ Lazaruk, Chair

Date

Heather Martin, Recorder