



BOARD OF GOVERNORS

REGULAR MEETING MINUTES

MEETING: Monday, March 6, 2017
TIME: 5:00 pm
LOCATION: Paul Building, Room 216, Lansdowne Campus

BOARD MEMBERS:

Russ Lazaruk, Chair
Tim Ayers
Sherri Bell, President
Stephen Chang
Cindy Choi
Joanne Cumberland
Stefan Fletcher
Nigel Giuliany
Meagan Greentree
Debbie Hlady
Anthony Pica
Ron Rice, Vice Chair
Laylee Rohani

ADMINISTRATION:

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

GUESTS: Scott Harris, Registrar
Dan Hodgson, Dir. of Institutional Research & Planning
Steven Rumpel, Dir., Education Policy & Planning
Katie Shaw, Manager, Education Policy
Ray Wolfe, Stantec Architecture

REGRETS: Bill Gyles

BOARD ASSISTANT: Heather Martin

I CALL TO ORDER

Russ Lazaruk, Chair, called the meeting to order at 5:03 pm.

II OATH OF OFFICE

Russ Lazaruk administered the Oath of Office for Tim Ayers, Chair, Education Council.

III APPROVAL OF THE AGENDA

The agenda was approved as distributed.

IV BOARD MEMBER REPORTS

1. Chair's Report

Russ Lazaruk, Chair, noted the board met just over two weeks ago. Russ continued meeting with Sherri Bell for planning. On February 9, Sherri Bell and Russ attended the annual Chartered Professional Accountants' Chinese New Year celebration. The auction raised \$4,629.56 for

Camosun's Chartered Professional Accounting student award. Cindy Choi was the MC for the event. Many faculty, students and senior administration attended. Education Council elected a new Chair, Tim Ayers, on February 22. The term is from Feb. 22 to July 31. The election will be held in May for the chair for the next term.

The elections for the internal seats on the Board of Governors and Education Council are underway. Nominations will take place from March 2 to March 15 with voting from April 3 to 5. There are two student seats available on the board whose term is August 1, 2017 to July 31, 2018. There are no faculty or support staff vacancies, as those seats have been filled until July 31, 2019.

Bob Strachan, former Chair of the Foundation Board, was awarded the CPABC Lifetime Achievement Award, which is a significant honour. Russ sent him a note of congratulations on behalf of the board.

The School of Trades and Technology invited Russ to the 'Skills Canada South Island Regional Competitions' lunch at the Interurban Campus on March 3. It is a competition across various trades, at the regional, provincial and national levels. The event attracted over 1000 K12 students.

2. President's Report

Sherri Bell, President, advised the college held 'Conversations Day' two weeks ago for the employees. The focus was on Truth and Reconciliation. Ron Rice attended. Chief Robert Joseph was the keynote speaker, and his daughter Shelley Joseph facilitated part of the morning. In the afternoon the departments worked on a different aspect from the morning. It was an extremely moving and powerful day and had a huge impact on moving the Truth & Reconciliation journey forward.

Camosun is hosting the Canadian College Athletic Association Women's Volleyball National Championships this week. A celebration will take place Wednesday, followed by the games Thursday through Saturday night.

Colleges & Institutes Canada (CICan) held their regional board meetings in Victoria in February. The group toured the Interurban campus, including Camosun Innovates. A team will attend the CICan national conference in May, as Camosun will be hosting it in Victoria in 2018. The whole board will be encouraged to attend in 2018.

The Government will proclaim March 7 as *BC Colleges Day* at the Legislature tomorrow. On Wednesday, the presidents will meet at the Interurban campus followed by a tour. The focus of the College Executive continues to be on the health building.

3. Foundation

Ron Rice, Foundation Liaison, noted the Foundation Board will meet on March 9.

4. Education Council

Tim Ayers, Education Council Chair, advised the minutes from the December 14 and January 25 meetings were included in the agenda package. Highlights from the February 22 meeting included two program revisions and the approval of the *Involuntary Health and Safety Leave of Absence* policy. Alison Bow is the new Vice Chair. There are eight vacant faculty and support seats.

5. Pacific Institute for Sport Excellence (PISE)

Stephen Chang, PISE Board of Directors member, reported that PISE has achieved charitable status which will be official in thirty days. The budget was balanced with a modest surplus.

V BOARD COMMITTEE REPORTS

1. Award for Innovation Sub-Committee

Ron Rice, Chair, Award for Innovation sub-committee reported the deadline was extended to March 13 and the March meeting was delayed because no nominations were received.

2. Executive Committee

Russ Lazaruk, Chair, Executive Committee, reported they met last on February 20. They received an update from Shane Busby on the health building. They reviewed the Government Mandate Letter. A survey will be made of the board and Foundation Board to find out what is wanted on the agenda at the May joint meeting.

VI APPROVAL OF THE MINUTES

The minutes of the February 15, 2017 meeting were approved as distributed.

VII NEW BUSINESS

1. Electronic Voting for Elections

Scott Harris, Registrar, was pleased to announce the pilot Electronic Voting system that will be used this spring for the elections to the Board of Governors and Education Council. It will be co-sponsored by the student society.

2. Health Building

i) Ray Wolfe, Stantec Architecture

Ray Wolfe, Principal at Stantec Architecture, is the lead architect on the health building. They have been working on the building since December 22, 2016. The team at Camosun asked for an intra-professional space with connective entries and atriums. There will be collaboration hubs that are interdisciplinary, an outdoor space, and therapeutic garden with indigenous species. The Project charter created by Camosun is the driver. Ray provided an overview on the process, user engagement, and schedule. The building will last over 50 years, so it is being built for the future. They will use a systematic modular approach to construction in order to stay on schedule and remain flexible. It will be a leed gold building that is easy to maintain and operate.

ii) Risk Register

Shane Busby provided an overview of the risk register for the health building. Risk management is an integral part of the project planning. Currently there are over 100 risks on the register which are updated daily as they change constantly. The five key risks are: project cost escalation, completion date not achieved for SIF, permit delays, scope creep, and functional issues. All areas are on track. Contingencies have been built into the budget that are very specific. Geoff Wilmshurst is working on a campaign plan to raise \$5 to \$8M for Camosun's contribution.

3. Sexual Violence and Misconduct Policy

Steven Rumpel, Director, Education Policy, and Katie Shaw, Manager, Education Policy, advised the draft Sexual Violence and Misconduct policy and an extensive briefing note were in the agenda package for review and feedback. Two legal reviews and six months of consultation with internal and external stakeholders have been completed. The legislative requirements were highlighted in the briefing note, along with the matching sections in the policy. The operational guidelines are being developed in a parallel process to support the

policy. The policy will be effective May 15 in accordance with legislation, and a web page will be launched at the same time.

MOTION

THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS APPROVE THE PROPOSED NEW POLICY 'E-2.9 SEXUAL VIOLENCE & MISCONDUCT' WHICH WILL GO INTO EFFECT MAY 15, 2017.

CARRIED

4. Winter Enrolment Report

Dan Hodgson provided an overview of the Winter Enrolment report, which was very positive. The report shows a point-in-time comparison of winter 2016 and winter 2017. There were 9,568 overall enrolments; 1566 international and 8,002 domestic. International enrolment is up 21.8% and domestic is up 0.9%. The majority of the schools showed an increase in program enrolments.

5. Government Mandate Letter

Russ Lazaruk, Chair, noted the Government Mandate Letter signature page has been circulated for all members to sign. The letter, with a comparison to last year, was in the agenda package.

VIII ADJOURNMENT

The meeting was adjourned at 6:52 pm.

Russ Lazaruk, Chair

Date

Heather Martin, Recorder