



BOARD OF GOVERNORS

REGULAR MEETING MINUTES

MEETING: Monday, April 3, 2017
TIME: 5:00 pm
LOCATION: Paul Building, Room 216, Lansdowne Campus

BOARD MEMBERS:

Russ Lazaruk, Chair
Tim Ayers
Sherri Bell, President
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
Geoff Wilmshurst, VP Partnerships
Joan Yates, VP Student Experience

GUEST: Graham Knipfel, Manager,
International Partnerships & Projects

REGRETS: Steve Chang
Bill Gyles
Barbara Severyn, Exec Dir, Human Resources

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, noted he continued meeting with Sherri Bell for on-going planning. Camosun hosted the 2017 Canadian Collegiate Athletic Association (CCAA) Women's Volleyball National Championship, from March 8 to 11. Russ attended the opening night awards banquet at the Harbour Towers Hotel. The awards recognised the CCAA 2016/17 Women's Volleyball All Canadians, Coach of the Year and Player of the Year. It was a fun evening. The Keynote was a Canadian synchronized swimming Olympian. Camosun College won the silver medal in the nationals.

Thank you to Ron Rice for attending the Centre for Indigenous Education and Community Connections Student award ceremony on March 23. On March 24, Hilary and Russ, and Geoff Wilmshurst attended the Cultural Showcase at Alix Goolden Performance Hall. It is a free concert by international and local Camosun students and is supported by Camosun International's student leadership group, Peer Connections. Donations went to World University Service of Canada (WUSC). It was a fun evening of dance and singing with performers of all ages from different countries.

The nominations for the two student seats on the board are now closed. Nominations were only received for the Interurban campus, so the Lansdowne seat will be vacant until the by-election in late September. Voting will take place from April 3 to 5.

2. President's Report

Sherri Bell, President, reported March 7 was BC Colleges Day. It was the first time BC Colleges were recognised as a group in the Legislature. The BC college presidents participated. Camosun student Marissa Jim spoke to the MLAs about her journey of leaving high school before being embraced by Camosun. On March 8, all the presidents met at the Interurban campus. They toured CTEI, and had lunch prepared by the culinary students.

Sherri accepted the role of college representative on the BC Council for International Education (BCCIE) starting in June. The CCAA Volleyball tournament was mounted flawlessly, and Sherri had the honour of placing the medals on the first, second and third place recipients. Sherri attended the second annual BC Tech Summit. The technology exhibited included artificial intelligence, virtual reality, and blended reality, and augmented reality. Camosun Innovates, with Tim Walzak and Jamie VanDenbossche, had a booth there. Russ Lazaruk, Ron Rice and Sherri hosted a lunch for the South Island MLA candidates. They met earlier with the South Island MLAs to share what Camosun College does and the importance of post-secondary education.

3. Foundation

Geoff Wilmshurst, Vice President Partnerships, noted that an agenda will be worked on for the joint meeting of the Foundation and the board on May 15. It will be a good opportunity to hear about the priorities of both boards. The launch of the Health Building campaign is coming soon. They are working with a consultant to meet the goal of \$5M.

4. Education Council

Tim Ayers, Education Council Chair, noted the minutes from the February 22, 2017 meeting were included in the agenda package. Tim went over the highlights of the March 22 meeting, which included changes in a number of degree programs, carpentry, and the welder foundation courses. Education Council is having elections this week, and only one position is under competition.

IV BOARD COMMITTEE REPORTS

1. Executive Committee

Russ Lazaruk, Chair, Executive Committee, reported that Shane Busby gave them an update on the Health Building. The shovels are in the ground this week and it is on track. Exempt staff compensation has been frozen since 2009. Interim relief has been granted by PSEC, and will be funded internally. The Executive worked on succession planning as Russ's term ends in December. They looked at the skill set on the board, and at who is leaving in the near future. The skill set needed and suggestions for candidates is then sent to the Board

Resourcing and Development Office (BRDO). BRDO conducts the search. The suggestions from Camosun are considered but not always approved. The meeting schedule for 2017/18 has been posted.

2. Finance Committee

- i) The minutes from the January 30, 2017, Finance Committee meeting were included in the agenda package.
- ii) Cindy Choi, Chair, Finance Committee, gave a report on the March 27, 2017, meeting.
 - a) 2017/2018 Operating Budget

The whole board was invited to attend the March 27 Finance committee meeting to see the 2017/2018 budget presentation and ask questions. Deborah Huelscher, CFO, provided the detail of the proposed budget, an overview of the process, the highlights, the capital budget, sustainability and strategies to minimize risk. The goal is a balanced budget that meets student and community needs and provides capacity for investment. The budget was built to status quo actual with some reallocation and growth building to \$130M.

The highlights included strong domestic and international enrolment, the Ministry' block funding of \$47M, Provincial funding to cover the negotiated increases at \$2.8M, Industry Training Authority funding of \$5.4M, and \$215K in one-time seats and skills development grant. Credit tuition is \$23.5M, and this includes a 2% fee increase in September. We expect modest growth in international enrolment. Continuing Education, Contract Training, Ancillary Services, and Applied Research will contribute at a similar level to last year or slightly more. For the third year in a row no parking increase is anticipated. There will be \$3.7M for major capital and \$450K for routine maintenance. The budget includes \$2M to invest in strategic priorities, and \$1M for capital. The committee recommends that the board approve the budget.

The briefing note indicated that all board members were in attendance at the March 27 Finance committee meeting. It should have stated that the whole board was invited but not all members attended.

MOTION:

THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS APPROVE THE COLLEGE'S BUDGET FOR THE FISCAL YEAR 2017/18 WITH TOTAL REVENUE AND TOTAL EXPENDITURE OF \$130,031,168 RESULTING IN A BALANCED BUDGET.

CARRIED

V APPROVAL OF THE MINUTES

The minutes of the March 6, 2017 meeting were approved as distributed.

VI NEW BUSINESS

1. Strategic Plan – Internationalisation: Global Partnerships

Graham Knipfel, Manager International Partnerships & Projects, gave a presentation on Camosun International Global Partnerships. Camosun International offers international student recruitment, student services, study abroad, on and offshore projects and contract training, and

custom short term programs. Graham's focus is on business development for offshore projects and contract training and consulting.

Onshore refers to activity where the majority of the contract takes place here, and offshore refers to when the majority takes place elsewhere. An example of onshore activity is when groups from another country come and learn English in the morning and have local activities in the afternoon. A group of twenty teachers from Panama were here for the past eight weeks for teacher training. Offshore partnerships also offer train the trainer, and help to build our capacity overseas.

Graham provided an overview of the objectives, key personnel, collaboration, areas of expertise, clients, business development resources and employee resources. The focus for offshore work right now is South Africa and South East Asia. The focus for onshore is Panama, China and Japan. Kenya is an up and coming market for international students. The partnerships help to put the building blocks in place for a possible offshore campus in the future.

VII ADJOURNMENT

The meeting was adjourned at 6:01 pm.

Russ Lazaruk, Chair

Date

Heather Martin, Recorder