



BOARD OF GOVERNORS

REGULAR MEETING MINUTES

MEETING: Monday, June 12, 2017
TIME: 5:00 pm
LOCATION: Paul Building, Room 216, Lansdowne Campus

BOARD MEMBERS:

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

GUEST: Cynthia Smith, Dean, Health & Human Services

REGRETS: Bill Gyles
Barbara Severyn, Executive Director, 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, continued meeting with Sherri Bell for planning. Ron Rice and Russ met with Sherri to look at the membership of the standing committees in September in preparation for Russ' departure this December. Congratulations to Debbie Hlady for winning the competition for the Dean of Arts and Science. As she will move from the Faculty Association to the Exempt Group, her role on the board will end on August 14, 2017. The faculty seat will be vacant until the by-election in the fall.

The annual Joint Foundation/Board of Governors meeting took place on May 15. It was a great success with lots of shared information and lively discussion. On May 17, Tim Ayers was acclaimed as the Chair of Education Council for the next year. The Vice Chair is Alison Bowe. The term is August 1, 2017 to July 31, 2018.

Russ brought a welcome to the Trades Student Awards on May 30, and Ron Rice attended the Technology Student Awards on May 31. Russ commended all the staff who do such a great job organizing the ceremonies. Russ will bring a welcome to the Centre for Sport & Exercise Education (CSEE) Awards on June 14. Ron Rice, Bill Gyles, and Russ will deliver a speech on behalf of the board at the College graduation on June 15 and 16. Cindy Choi and Joanne Cumberland will also attend. Sherri Bell and Russ will have an orientation with the incoming student, Melanie Winter, in September. Russ reminded the members to submit the annual board evaluation on-line form by the end of the month.

2. President's Report

Sherri Bell, President, noted that June brings the graduation ceremonies and awards celebrations. It is the busiest and most exciting month because we celebrate the success of the students. This is the end of the second year for Sherri at Camosun. Sherri went to Japan and China with Geoff Wilmshurst and Christiaan Bernard. In eleven days they travelled to six cities and met with new and existing partners. She visited Josai University in Tokyo, which is our oldest partnership. Sherri was elected to the BC Council for International Education (BCCIE) board as the president representing colleges. She went to a BCCIE meeting last week and will attend a conference next week.

If Victoria wins the bid for the 2020 Commonwealth games there will be an \$800M legacy of affordable housing. UVic is slated to get 2000 extra beds. Sherri has spoken with the group putting the bid together regarding support for housing.

On Saturday, Sherri opened Operation Trackshoes at UVic, where 400 special needs athletes of all ages competed. Many Camosun volunteers worked there both Saturday and Sunday. June 21 is National Aboriginal Day, and Camosun we will compete in the canoe races at Royal Roads with UVic, Shoreline Middle School, and Royal Roads. Sherri and other students and faculty will be in the Camosun canoe. There will also be an event in the library to celebrate the day.

3. Foundation

Geoff Wilmshurst, Vice President Partnerships, noted the AGM took place on May 18. Jeety Bhalla is still the Chair, Greg Baynton is the new Vice Chair, and Tom Hawker will remain as treasurer.

4. Education Council

Tim Ayers, Education Council Chair, noted the minutes from the March 22, 2017 meeting were included in the agenda package. The April meeting was cancelled. The Education Council retreat last week was very successful. Members of the Integrated Curriculum Committee attended for the morning. Patti Odynski gave a great workshop on the philosophy of curriculum change, and Stephen Rumpel and Katie Shaw gave a workshop on policy updates.

5. Pacific Institute for Sport Excellence (PISE)

Stephen Chang, PISE Board of Directors member, noted they met earlier this month. They hosted another successful Family Day in May. PISE has officially achieved charitable status. They are working on their fundraising strategy, which will be finalised in fall. They discussed the Commonwealth Games and the affect it will have on PISE.

IV BOARD COMMITTEE REPORTS

1. Audit Committee

- i) The minutes from the October 24, 2016 meeting were included in the agenda package.

- ii) Russ Lazaruk gave a report on the June 5, 2017 Audit Committee meeting. The draft audited financial statements are included in the agenda package. It was a very clean audit.

- a) Audited Financial Statements for the Year ending March 31, 2017

MOTION:

THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS APPROVE THE AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED MARCH 31, 2017 AS PRESENTED.

CARRIED

- b) Reappointment of the Auditor

MOTION:

THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS REAPPOINT KPMG TO PERFORM THE AUDIT OF THE COLLEGE'S FINANCIAL STATEMENTS FOR THE REPORTING YEAR ENDING MARCH 31, 2018.

CARRIED

2. Award for Innovation Sub-Committee

Ron Rice, Chair, Award for Innovation Sub-Committee, reported the committee met in May to discuss the award going forward and its relevance due to the low response. They took the challenges and optics to the Executive committee last week. It was decided to revitalize the award by changing the way it is presented and determined. The first year it was presented in a large external event. For budget reasons it shifted to an internal focus. The original purpose was to give Camosun a higher profile in the business community, and to highlight the innovative side of the college. A revised Terms of Reference will be presented to the board for approval.

3. Executive Committee

Russ Lazaruk, Chair, Executive Committee, noted they met last week and worked on the Orientation agenda.

- i) Program Cancellation Request

John Boraas, VP Education, advised Education Council recommended the cancellation of the program.

MOTION

THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS APPROVE THE CANCELLATION OF THE COMBINED INDIGENOUS CAREER ACCESS AND FAMILY SUPPORT PROGRAM (IDS 2420).

CARRIED

- ii) External Relations Committee G-1.6 – Rescind

Russ Lazaruk, Chair, reported the board suspended the External Relations committee last year for one year. Most of the work is being managed by staff.

MOTION

THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS RESCIND THE 'EXTERNAL RELATIONS COMMITTEE'.

CARRIED

V APPROVAL OF THE MINUTES

The minutes of the May 8, 2017 meeting were approved as distributed.

VI NEW BUSINESS

1. Health Building Update

John Boraas, VP Education, noted there has been an enormous amount of consultation. The goal is to create a space where departments can work together, and they are developing curriculum to support that.

Cynthia Smith, Dean, School of Health and Human Services, showed the final rendition of the building. The focus is on education needs and how to meet them. There will be 250 spaces for students to collaborate, as well as hot and cold food. Cynthia's team visited 12 colleges to find out what works and what does not. There will be an indigenous space near the main entry. There will be an outdoor terrace for employees and students on the third floor, and classes can be held outside. The top floor has all the high and low fidelity labs. There will be social stairs for students to collaborate. They can be closed off for a large meeting space. There is a lot of natural wood and light. There will be flexible classrooms with moveable furniture for group work. Much of the office space is open concept, so many sizes of meeting rooms will be available for private conversations. There will be a teaching clinic on the first floor. It will be a holistic, healthy building, and will exceed Leed Gold standards.

2. Institutional Accountability Plan and Report 2016/2017

Joan Yates, VP Student Experience, advised the Institutional Accountability Plan and Report is required by the Ministry of Advance Education. It highlights key areas of performance measures. The occupations that will require training in future are listed beside the programs at Camosun that address them. The Full Time Equivalents (FTE) show an overall increase of 3.8%. Head counts remain steady, but have gone up in international education. The 15 to 24 year old demographic is softening, which is the post-secondary market. The target for credentials awarded was exceeded by 200. Student spaces in development programs were soft due to a shift in funding. Student satisfaction is very high and exceeded targets. Student outcomes showed student skill levels were achieved or exceeded. The student unemployment rate exceeded the target. The Taxpayer Accountability table shows performance measures against the 2016/17 Mandate Letter priorities.

VII ADJOURNMENT

The meeting was adjourned at 6:35 pm.

Russ Lazaruk, Chair

Date

Heather Martin, Recorder