



BOARD OF GOVERNORS

REGULAR MEETING MINUTES

MEETING: Monday, February 5, 2018
TIME: 5:00 pm
LOCATION: Paul Building, Room 216, Lansdowne Campus

BOARD MEMBERS:

Ron Rice, Chair
Sherri Bell, President
Cindy Choi
Stefan Fletcher
Bill Gyles
Laylee Rohani, Vice Chair
Al van Akker
Phil Venoit
Melanie Winter

ADMINISTRATION:

John Boraas, VP Education
Shane Busby, VP Administration
Geoff Wilmshurst, VP Partnerships
Joan Yates, VP Student Experience

GUESTS: Ian Humphries, Dean, School of Access & Eyē?
Sqâ'lewen: CIECC
Janice Simcoe, Director, Centre for Indigenous
Education & Community Connections (CIECC)

REGRETS:

Mitchell Auger-Langejan
Tim Ayers
Stephen Chang
Joanne Cumberland
Deborah Huelscher, CFO
Barb Severyn, HR

BOARD ASSISTANT: Heather Martin

I CALL TO ORDER

Ron Rice, Chair, called the meeting to order at 5:06 pm.

II OATH OF OFFICE

Ron Rice administered the Oath of Office for Phil Venoit.

III APPROVAL OF THE AGENDA

The agenda was approved as distributed.

IV BOARD MEMBER REPORTS

1. Chair's Report

Ron Rice, Chair, noted his role as board chair began on January 1, which is a quiet month for the board. It has been very busy for him personally, as he started a new job as Executive Director at the Victoria Native Friendship Centre. There is one vacant seat remaining on the board. Ron

wrote to Tony Loughran, ADM, to remind them we need a qualified accounting professional to succeed Cindy Choi, and to ask when we can expect it to be filled.

Ron met with Sherri Bell, President, for general planning. The March 5 board meeting will have a special focus on education, and will take place in the Wilna Thomas Cultural Centre at 5pm. Sherri and John Boraas will have more information.

On January 24, Sherri and Ron joined the Minister of Advanced Education, Skills & Training (AEST), Melanie Mark for a visit to the Lansdowne campus. When she arrived, staff and students welcomed her at Na'tsa'maht with drumming and singing. Minister Mark was very touched when one of the students gave her an eagle feather. She shared her stories about her own education and spoke with the students about theirs. The Minister then had the opportunity to speak with students and staff in the Dental Clinic.

Scott Harris, Registrar, approached Ron for input regarding the new electronic voting system for the Board of Governors and Education Council. Last year's electronic pilot saw an increase of up to 50%. Paper ballots were still available for those who wanted them.

Phil Venoit will be the new board Liaison to the Education Council.

The board evaluation process will be different this year. Heather will send out a short electronic survey that can be completed on a hand-held device. When the results are in, the board Executive will contact board members individually for a 15 minute one-on-one interview. It is very important to participate.

2. President's Report

Sherri Bell, President, congratulated Ron Rice on his new role as chair. Her first planning meeting with him was at the Victoria Native Friendship Centre. Sherri met ADM Jeff Vasey in December and worked with him to arrange AEST Minister Melanie Mark's tour on campus. Sherri, John Boraas, and Ron Rice joined Minister Mark, who had a great emotional connection with the students. Janice Simcoe created a meaningful environment for her with the gathering at Na'tsa'maht. Cynthia Smith organised the visit to the Dental Clinic immediately afterwards. Sherri visited the SAIT campus in Calgary in January. It was a great exchange and Sherri took away many good ideas.

A demand analysis has been prepared for student housing. The analysis shows that Camosun could use housing on both campuses. The Government will deliver a housing strategy soon, and we must be ready. The new campus plan is about to be launched. The majority of health programs will move to Interurban campus, and some programming will move to Lansdowne. The RFP has closed, and work should begin in February or March. It will take 1.5 to 2 years to complete. They will look at every space at the College.

The Vancouver Island post-secondary presidents met on campus last week. The presidents from North Island College, Vancouver Island University, University of Victoria, Royal Roads University and Camosun shared information on housing, mental health strategies, and implementation of the Sexual Violence & Misconduct Policy legislated policies.

Jodi Kitts is the new Director of Advancement. She worked previously as a medical and engineering fundraiser at UVic, and knows the community well. Janice Hanna is the new Director of Continuing Education and Contract Training.

The March 5, 2018, board meeting will have a special focus on education. The board will be separated into groups, then will move around to seven different stations for presentations from faculty and students about new programs and partnerships between schools and disciplines. John Boraas, VP Education, advised Camosun received \$200,000 in start-up funds from the Government for technology seats. There will be two cohorts of 20 students.

3. Foundation

Stefan Fletcher, Foundation Liaison, attended his first meeting in December. Geoff Wilmshurst, Vice President Partnerships, noted the next meeting will be on planning. Jodi Kitts is the new Director of Advancement. The fundraising campaign for the health building will have a formal launch in May. Almost half of the \$5M goal is expected to be raised by then.

4. Education Council

John Boraas, noted the minutes from the November 15 and December 13, 2017, meetings were included in the agenda package. John reviewed the highlights. In November, the Vice Chair was seconded to another position so resigned from Education Council. The position has been posted.

V BOARD COMMITTEE REPORTS

1. Executive Committee

Ron Rice, Chair, Executive Committee, advised the revised Terms of Reference for the Award for Innovation will be distributed soon. The key change is that Camosun's Hospitality Management students will mount the award presentation event for the board as part of their applied learning.

2. Finance Committee

- i) The minutes from the November 6, 2017, Finance Committee meeting were included in the agenda package.
- ii) Cindy Choi, Chair, Finance Committee, gave a report on the January 29, 2018, meeting. Deborah Huelscher, CFO, gave a high level report on the financial results for the nine months ending December 31, 2017, and the updated forecast for the year. The report has been submitted to AEST which meets their reporting requirements. Deborah reviewed the base operations, revenue and expenses, personnel, non-personnel, International Education, Continuing Education, contract and self-funded activities, ancillary services, applied research, and capital. There were some variances but overall the forecast remains for a balanced budget at March 31, 2019 of \$130M.

VI APPROVAL OF THE MINUTES

The minutes of the December 4, 2017, meeting were approved as distributed.

VII NEW BUSINESS

1. Centre for Health and Wellness Update

Shane Busby, VP Administration, advised they are making good progress on the building, and the vertical structure is now emerging. The team of Colliers, Stantec and Knappett are working very well together. The Ministry gave verbal approval for a six-month extension. Through value engineering \$1.2M has been captured in savings, with hope for an additional \$.8M. They are

working with AEST to address any increased cost issues. The construction industry in Victoria is super-heated, so all construction is seeing overruns.

2. Exempt Compensation

Sherri Bell, President, noted that while it is a provincial matter, the financial implications are of interest to the board. The Public Sector Employers Council (PSEC) has now approved the Framework, but the Government has not released an implementation plan. The intent of the framework and plan is to get exempt staff to the 50th percentile. Currently, some positions would take decades to reach 50% because of the 2% cap. The cost to the College for the 78 Exempt employees would be \$120K a year at 2%.

3. Indigenization Update

Janice Simcoe, Director, Centre for Indigenous Education & Community Connections (CIECC), noted Camosun is well respected in the system for Indigenous education as a whole, and for the community collaboration with local First Nations communities. Ian Humphries, Dean, School of Access & Eyē? Sqā'lewen: CIECC, works with Janice on Indigenization and the Truth and Reconciliation (TRC) Project Charter. Camosun is in year two of our implementation plan responding to the call to action for Truth and Reconciliation. Janice and Ian highlighted the success stories from 2017.

VIII ADJOURNMENT

The meeting was adjourned at 6:26 pm.

Ron Rice, Chair

Date

Heather Martin, Recorder