



BOARD OF GOVERNORS

REGULAR MEETING MINUTES

MEETING: Monday, February 7, 2022
TIME: 5:00 pm
LOCATION: Paul 216, Lansdowne Campus
ONLINE: Teams

BOARD MEMBERS:

Monty Bryant, Chair
Bijan Ahmadi
Tanya Clarmont, Vice Chair
Joanne Cumberland
Amanda Garner
Puneet Kaur
Lindsay Kearns
Richard Margetts
Brenda McBain
Brent Palmer
Ruth Mojeed Ramirez
Mike Stubbing
Lane Trotter, President
Al van Akker

ADMINISTRATION:

John Boraas, VP Education
Heather Cummings, VP Student Experience
Deborah Huelscher, VP Administration & CFO
Rodney Porter, Exec. Director, Communications & Marketing
Barbara Severyn, Exec. Director, Human Resources
Geoff Wilmshurst, VP Partnerships

REGRETS: nil

EXECUTIVE ASSISTANT: Heather Martin

I CALL TO ORDER

Monty Bryant, Chair, called the meeting to order at 5:00 pm.

II OATH OF OFFICE

Monty Bryant, Chair, administered the Oath of Office to Dr. Lane Trotter, President.

III APPROVAL OF THE AGENDA

The agenda was approved as distributed.

IV BOARD MEMBER REPORTS**1. Chair's Report**

Monty Bryant, Chair, welcomed new President Dr. Lane Trotter to his first official Board of Governors meeting. Monty welcomed five guests on Teams: April Atkins, SIP; Lynelle Yutani, CCFA; Nancy-Ellen Mabey, Student Affairs; Michel Turcotte, CCSS; and Keith Todd, CUPE. If guests have a question or comment, they are invited to email Monty via Heather Martin after the meeting, and Monty will respond.

In the interest of good governance, Heather will in future send a note out with the agenda asking Board members to let Monty know if they have a perceived or real conflict of interest. Monty welcomed Brent Palmer who has been on a leave.

Lane Trotter, President, and Monty met several times for planning and updates. They will meet every two weeks going forward.

The Crown Agencies and Board Resourcing Office (CABRO) encourages all Board members to register for their free online 'Governing in the Public Interest Certificate' training. The third of the four modules is now available. Monty urged all members to sign up, which can be done through Heather.

The Honourable Anne Kang, Minister of Advanced Education and Skills Training (AEST), emailed the BC Post-Secondary Chairs to thank the colleges for following public health guidance and keeping the colleges safe. All the effort by Camosun employees to keep the college safe has been greatly appreciated.

2. President's Report

Lane Trotter, President, noted that at week six in the role, he is very happy and grateful for the opportunity to work at Camosun College. He found the caliber of the staff, faculty and students to be amazing, and he would like to build on the excellent work that has been done under Sherri Bell's tenure. Lane has been meeting with the internal and external community. The Honourable Anne Kang, Minister, AEST, wrote to the Board Chairs, and Dr. Bonnie Henry, Provincial Health Officer (PHO) wrote to the Presidents of the BC Post-Secondary system to indicate they are very pleased with the response to COVID-19. They indicated that it was critical to have the students back on campus due to social isolation and other challenges. The College has followed the direction of the PHO and the BC Centre for Disease Control. The Government is signaling it is looking at how to go forward, and this may mean a shift from a pandemic approach to an endemic approach.

Joanne Cumberland noted, on behalf of CUPE 2081, that CUPE objects to the statement included in the President's Report #10 Camosun's Work from home (WFH) Pilot that "All college unions have been consulted throughout the development process." CUPE 2081 would like it noted for the record that they consider this statement to be factually incorrect. The College claimed management rights with WFH plans and developed their own guidelines which were presented CUPE 2081 on two occasions. CUPE objects to the statement that they were 'consulted' when they had no say in the development or implementation of any WFH plans. Going forward, the Administration will use the words 'raised' or 'informed' instead of 'consult'.

On January 11, Lane enjoyed a tour of Culinary Arts at Interurban. On January 27, he attended a virtual webinar on the climate emergency with Seth Klein. On February 4, he met with President Steenkamp, Royal Roads University, regarding WestShore. Lane's written report, included in the agenda package, shows much of his activity for the first month.

Based on feedback from Board member Joanne Cumberland, on behalf of CUPE 2081, the agenda package for the February 7, 2022, meeting will be amended under 'Section IV Board Member Reports, #2 President's Report, Line #10'. The word 'consulted' will be replaced with 'discussed', 'raised' or 'informed'.

3. Foundation

Geoff Wilmshurst, Vice President Partnerships, reported the Foundation's year-end was on December 31. During 2021, the Advancement staff raised over \$2.5 million, up 7.8% over 2020. Of that, 79% is for annual awards, bursaries and programs. 17.8% went into the endowment. It was a great accomplishment as the team was down one fundraiser for the entire year, and down two fundraisers for three months. Advancement raised \$55K to date in 2022.

4. Education Council

Bijan Ahmadi, Education Council Chair, noted the minutes from the November 17 and December 15, 2021, meetings were included in the agenda package. Bijan went over the highlights of the January 19, 2022, meeting. They added some additional members to the Academic Appeals panel, which is a sub-committee of Education Council, and welcomed Lane Trotter to his first meeting.

5. Pacific Institute for Sport Excellence (PISE)

Lane Trotter noted the PISE Board of Directors held four one-hour retreats on their strategic plan in the week of January 24. They looked at what they will do and how they will do it over the next five years. Each meeting dealt with one strategic direction. They discussed healthy, safe activities for all; to increase the number of adults participating in PISE programs and services; training to be coaches; the infrastructure needs; how to minimize the climate footprint; and sustainability and resiliency.

V BOARD COMMITTEE REPORTS

1. Executive Committee

Monty Bryant, Chair, noted the Executive Committee met on January 24. Lane Trotter provided an update on COVID-19. The Executive reviewed and provided feedback on Lane Trotter's objectives for his first year in the President role. The Executive made a recommendation on moving forward from the 2016-2021 Strategic Plan. It is coming up later on the agenda under New Business.

2. Finance Committee

- i) The minutes from the November 1, 2021 meeting were included in the agenda package.
- ii) Mike Stubbing, Chair, Finance Committee, noted they reviewed the nine months from April 1 to December 31, 2021. They looked at the forecast to the end of the fiscal year which is March 31, 2022. The forecast is for a \$5.5M deficit at year-end. It is higher than the \$4.2M deficit that the Board approved. This \$1.3M variance is less than 1% of our budget. It is higher than the \$5.1M deficit approved by the Ministry.

Most of the departments did very well at Quarter 3, and year end projections in most departments are projected to be positive compared to budget, with the exception being in Camosun International where the pandemic has impacted our ability to get students into the country. Mike congratulated the Deans, Directors, and their teams on these impressive results.

Deborah Huelscher, VP Administration & CFO, provided an update on the budget process for 2022/2023. All Board members are expected to attend the April 4 Finance committee meeting to review the detail level of the budget before it goes to the April 11 Board meeting for approval.

VI APPROVAL OF THE MINUTES

The minutes of the December 6, 2021, meeting were approved as distributed.

VII NEW BUSINESS

1. President's Goals – Coming Year

Lane Trotter's objectives for the coming year are aligned with the Board of Governor's list of what they wish to achieve over the next year.

- The Strategic Plan ended in 2021, and development work will begin shortly on the new one.
- The Signature Student Experience goal is a multi-year objective. It will include Strategic Enrolment Management, support of Camosun Innovates with Work Integrated Learning (WIL), and a centre for Prior Learning Assessment and Recognition (PLAR).
- Lane acknowledged Janice Simcoe for her advice on Truth and Reconciliation. Lane sent a letter of introduction to the First Nations Chiefs, Métis Nation, and the Victoria Native Friendship Centre. The work will continue on the Indigenization of the curriculum.
- Lane is working on EDI, and will expand on how to move it forward. It may include an increase in disability support for students, and a centralized champion for EDI.
- The goal is to achieve financial sustainability in the next fourteen months. Camosun is looking at the revenue and efficiency sides in order to solve the deficit, while protecting the culture of the institution.
- The final objective is community relations. Lane met with the Presidents of RRU and UVic, and will have regular meetings with them going forward. He is planning meetings with the Ministry contacts and the local school districts.

2. Strategic Plan 2016 – 2021 - Update

Lane Trotter noted the 2016-2021 Strategic Plan has timed out. It makes sense to continue to use it while the new one is under development. Some of the goals are still underway. The structure of the new plan may be similar to the old one. The plan is owned jointly by the Board and the community. There will be many levels and stages of engagement, and counsel will be sought from all the communities. When complete, the plan will clarify resource allocation priorities. The goals will be measurable to ensure accountability. It will take approximately one year to develop the new plan.

MOTION

THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS APPROVE THE CONTINUED USE OF THE CAMOSUN COLLEGE 2016-2021 STRATEGIC PLAN WHILE THE NEW STRATEGIC PLAN IS UNDER DEVELOPMENT.

CARRIED

VIII ADJOURNMENT

The meeting was adjourned at 6:11 pm.

Original signed by Monty Bryant, Chair

March 15, 2022

Monty Bryant, Chair

Date

Heather Martin, Executive Assistant