

## CAMOSUN COLLEGE BOARD OF GOVERNORS

### Minutes of the Regular Meeting

Monday, March 1, 2010

Lansdowne Campus

#### I CALL TO ORDER

Board Chair Lynda Farmer called the meeting to order at 5:04 p.m.

#### II APPROVAL OF THE AGENDA

The agenda was approved as distributed.

#### III BOARD MEMBER REPORTS

##### 1. Chair's Report

Board Chair Lynda Farmer thanked the February 3, 2010 Board Planning session participants, including the College Executives. The three main themes at the session were priorities and goals, the committee structure, and the Board's role in the strategic planning process. The newly formed working committee made up of Lynda Farmer, Marilyn Pattison, and Nancy Bourey pulled together five key statements from the session. An external facilitator will help guide the next steps.

The Order in Council (OIC) appointments for Kyman Chan, Wayne Dalby, Lynda Farmer, Steve Parkhill, and Linda Ross expire on July 31, 2010. The requests for their re-appointments were submitted to the Board Resourcing and Development Office (BRDO). Lynda reviewed the Board appointment process with the Managing Director at BRDO and her assistant, and was told Camosun College's submissions have been of high quality. BRDO noted Camosun will have multiple Board terms ending in the same year. They asked if Camosun would consider staggering the terms so that two members would end their term in 2012 instead of 2013.

Susan Haddon is organizing a seating plan for the Board of Governors' table at the Foundation annual fundraising dinner on March 19. Lynda will follow-up with Minister Stillwell on the previous Minister's correspondence on remuneration for elected Board members.

##### 2. President's Report

Much of President Kathryn Laurin's focus has been on preparing the budget for 2010-2011. She reported that a number of colleges and universities within BC and in other provinces are reporting a large number of layoffs, and shortfalls of up to \$100M. The government message is that college operating budgets will be protected. However, the annual capital allowance (ACA) will receive a 75% cut and funding for additional seats will be eliminated. Because expenses continue to rise, the status quo budget translates into a 4% reduction in funds for 2010-11. A total of \$2.4M in revenue generation or expenditure reduction is needed to balance the budget. The deans and directors presented their proposed budgets to the Budget Committee. The budget will go to the April 12 Board meeting for approval.

The new Vice President of Strategic Development will be focused on revenue development. There were 120 applicants for the position, and the interviews are currently underway. The top two recommendations will be asked to give presentations to the college community in late March. The Board members will be invited to attend.

Kathryn continues to meet the internal community. She will meet key members of the business community at lunches on March 17 and 23, 2010. Kathryn will share with them highlights from the college. Scott Marshall and Steve Parkhill will represent the Board.

Kathryn Laurin attended the Pacific Institute for Sport Excellence (PISE) members' meeting on February 16, 2010 to vote on the proposed changes to the PISE constitution and by-laws. She represented Lynda Farmer at the meeting. Camosun College has two members on the PISE Board of Directors, Kathryn Laurin and Margaret Lucas. They will develop a format for regular (possibly quarterly) reports on PISE to the Board. Lynda Farmer acknowledged Peter Lockie and Wayne Dalby for their contribution while on the PISE Board.

### **3. Foundation**

Linda Ross read a letter from the aunt of a student who succeeded in her studies at Camosun in spite of the enormous challenges in her life. She expressed her appreciation for the assistance her niece received, and acknowledged the role the Foundation played in her success.

### **4. Education Council**

Kathy Tarnai-Lokhorst noted the minutes from the January 25, 2010, meeting were included in the agenda. Kathy went over the highlights of the meeting. The new diploma program 'Early Care and Learning' replaced 'Early Childhood Care and Education'. An ad-hoc committee was formed to present options to Education Council to improve the responsiveness of curriculum development in apprenticeship and foundation programs. The solution is needed for the timely approval of curriculum prescribed by external partners such as Industrial Training Organizations (ITO) and Industrial Training Authority (ITA).

## **IV BOARD COMMITTEE REPORTS**

### **1. Finance Committee**

Kyman Chan invited all Board members to attend the March 29, 2010 Finance committee meeting to discuss the proposed 2010-11 budget. The recommendation on the proposed budget will go to the whole Board for approval at the April 12, 2010 Board of Governors meeting.

### **2. Executive Committee**

Chair Lynda Farmer noted that Kyman Chan chaired the Executive Committee meeting February 22, 2010 as Lynda participated by teleconference. Kathryn Laurin presented an update on PISE. The Board will work on strengthening communication with PISE. Lynda welcomed Marilyn Pattison and Wayne Dalby to the Executive Committee.

## **V APPROVAL OF THE MINUTES**

The minutes of the February 1, 2010, meeting were approved as distributed.

## **VI INTRODUCTION [nil]**

## **VII UNION REPORTS [nil]**

## **VIII ORIENTATION PRESENTATIONS [nil]**

## **IX NEW BUSINESS**

### **1. Education Plan**

Baldev Pooni, Vice President of Education and Student Services, provided an overview of the proposed 2010-2011 Education Plan. The full plan was included in the agenda package. The

process included extensive internal consultation and was completed in a very short time-frame. The content is structured on four columns:

- Educational Principles;
- Programming;
- Learning and Educational Support;
- Enrolment Management.

The plan sets the educational direction of the college and is aligned with the Strategic Plan. The progress made will be measured and reported back to the Board of Governors as part of the Strategic Plan score-card. Baldev will convey the Board of Governor's gratitude and appreciation to the Education Plan Steering Committee members for their superlative effort.

**MOTION:**

**THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS APPROVE THE 2010-2011 EDUCATION PLAN.**

**CARRIED**

**X ADJOURNMENT**

The meeting was adjourned at 6:35 p.m.