

CAMOSUN COLLEGE BOARD OF GOVERNORS
Minutes of the Regular Meeting

Monday, February 7, 2011
Lansdowne Campus

I CALL TO ORDER

Board Chair Lynda Farmer called the meeting to order at 5:00 p.m.

II APPROVAL OF THE AGENDA

The agenda was approved as distributed.

III INTRODUCTION [nil]

IV BOARD MEMBER REPORTS

1. Chair's Report

Board Chair Lynda Farmer noted she met many College employees and their families at the Snocial on December 10, 2010, and commended the organisers for a wonderful event. Board member Kathy Tarnai-Lokhorst performed with her band. Lynda thanked Peter Lockie and Deborah Huelscher for the December 13, 2010 financial training session for the Board. The College received the United Way Spirit Award for 2010, with led by Campaign Chair Wendy Magahay. Marilyn Pattison will represent the Board at the February 22, 2011 Continuing Care student awards ceremony.

On January 28, 2011, Scott Marshall and Lynda Farmer attended a 'Leaders at Lunch' presentation at the Conservatory of Music. President Kathryn Laurin was the first leader in the series and spoke on the connection between conducting and leadership.

2. President's Report

President Kathryn Laurin reported the United Way campaign goal was \$85K, up from \$80K last year. The participation rate was increased by 20%. Wendy Magahay was the campaign chair for Camosun College for 2010. The development of the strategic plan and the 2010-11 budget are the main events underway. The Board members were sent a link to a BC government document '[Skills for Growth](#)' about the important role colleges play in the economy. On January 31, 2011, Kathryn met Deputy Minister Philip Steenkamp. The BC Colleges (BCC) shared a brochure with the BC college boards and presidents on the role of BC colleges in the economy, and skills training for future jobs.

Kathryn hosted two lunches at the Dunlop house for key players in the business community last year. The lunches provide an opportunity to raise awareness about Camosun and to make new contacts for partnerships. The next lunch is February 8, 2011, and 30 guests are expected.

3. Foundation

Susan Haddon noted the Foundation planning session for the year ahead was held on January 21, 2011. The day included a strategic plan focus group session with facilitator Jae Cooper.

The Foundation's fiscal year ends December 31. \$1.8M was raised, and investments went up 4.36%.

The Speaker Series begins on March 15 with Fabien Cousteau, grandson of Jacques Cousteau. The next two speakers are Alanis Obomsawin on April 6, and Wayson Choy on May 18. Tickets are on sale at the Royal and McPherson box offices.

Foundation now has a page on Facebook, created by Michelle Tinis and Sylvie Lamothe. The Foundation will not host an annual dinner this year as alternatives are being investigated.

4. Education Council

- i) Education Council Chair Kathy Tarnai-Lokhorst noted the minutes from the December 20, 2010 meeting were included in the agenda package. Work is ongoing to improve the process for approvals. Strategic planning consultant Jae Cooper facilitated a focus session for Education Council at their December 17, 2010 retreat.
- ii) The minutes from the January 17, 2011 meeting were included in the agenda package. Kathy Tarnai-Lokhorst noted the South Island Partnership (SIP) dual credit program for high schools and colleges is expanding course offerings.
- iii) Baldev Pooni gave a presentation on the changes in high school math curriculum and the effect on the curriculum at Camosun College.

5. Pacific Institute for Sport Excellence (PISE)

Margaret Lucas noted the last meeting of the Board of Directors was on January 25, 2011. Wendy Pattenden and Don Manning left the Board and Elaine Dagg Jackson, Mandy Farmer, and Kelly Mann are the new members. The number of programs has increased. PISE CEO Robert Bettauer has completed a risk register for PISE. The website views have increased substantially due to the Times Colonist Health Club. The provincial government has contributed \$13,500 to PISE to provide after-school programs.

6. Strategic Plan – Steering Task Group

Marilyn Pattison noted the Steering Task Group met on February 7, 2010. She reported the process has worked well to-date. The communication plan will come out in May. The next meeting is on March 1, 2011. The first full draft will be ready by the end of April and will go to the May Board meeting for review, and to the June meeting for final approval.

V BOARD COMMITTEE REPORTS

1. Finance Committee

- i) Kyman Chan noted the minutes from November 8, 2010 meeting were included in the agenda package.
- ii) Kyman gave a verbal report on the February 7, 2011 meeting. Peter Lockie reported on the third quarter operating budget. The domestic and international tuition fees were below target. An unexpected grant of \$1.2M was received in May, so the budget is expected to balance by March 31, 2011.

The budget process is underway for 2011-12. There is a structural deficit caused by a freeze on tuition, flat government grant, and annual cost increases. The College Executive are building a balanced budget to present to the Board for approval in April.

The College received a grant of \$1.1 M in October 2010 for an energy retrofit of the Lansdowne Campus. The grant came jointly from BC Hydro, Terasen Gas, and the Ministry of Regional Economic and Skills Development.

2. Executive Committee

Lynda Farmer reported last week's meeting focused on budget. The paperwork is being submitted this week to the Board Resourcing and Development Office (BRDO) for the re-appointment next July of Board members Margaret Lucas, Scott Marshall, and Marilyn Pattison.

VI APPROVAL OF THE MINUTES

The minutes of the December 6, 2010 meeting were approved as distributed.

VII UNION REPORTS [nil]

VIII ORIENTATION PRESENTATIONS [nil]

IX NEW BUSINESS

1. Winter Enrolment Report

Paul Merner, A/VP, Strategic Enrolment Management, reported a modest positive growth in enrolment. The headcount increased 2.5% in fall, and 1.7% in winter over last year. Program enrolment increases were largest in the Centre for Sport and Exercise. Course seat registrations were up 1.4% from Winter 2010. The full/part-time split remained the same. FTE is expected to increase slightly for the remainder of the year.

2. 40th Anniversary of Camosun College

The agenda item will be moved to the March 7 meeting of the Board of Governors.

X ADJOURNMENT

The meeting was adjourned at 6:27 p.m.