

Please note location!
Section III will be
videotaped and posted
on the College website



BOARD OF GOVERNORS

REGULAR MEETING AGENDA

MEETING: Monday, March 4, 2019
TIME: 5:00pm
LOCATION: Wilna Thomas Cultural Centre, Room 234
CAMPUS: Lansdowne Campus

BOARD MEMBERS:

Ron Rice, Chair
Tim Ayers
Sherri Bell, President
Monty Bryant
Cindy Choi
Joanne Cumberland
Brenda McBain
Margie Parikh
Emily Rogers
Laylee Rohani, Vice Chair
Rob Smythe
Al van Akker
Phil Venoit
Gultash Waraich

ADMINISTRATION:

John Boraas, VP Education
Deborah Huelscher, Chief Financial Officer
Barbara Severyn, Executive Director, Human Resources
Geoff Wilmshurst, VP Partnerships
Joan Yates, VP Student Experience

GUESTS:

Joylyn Teskey, Noun Consulting
Ray Wolfe, Thinkspace
Leonard Rodrigues, Thinkspace

REGRETS: nil

BOARD ASSISTANT: Heather Martin

Camosun College campuses are located on the traditional territories of the Lkwungen and W̱SÁNEĆ peoples. We acknowledge their welcome and graciousness to the students who seek knowledge here.

	PAGE
I CALL TO ORDER	
II APPROVAL OF THE AGENDA	
III SPECIAL PRESENTATIONS ON CAMPUS RENEWAL	
1. Campus Renewal: Inter-Campus moves & Campus Master Plan [15 min] (Bell)	attachment 3
2. Campus Master Plan [60 mins] (Thinkspace)	no attachment
IV BOARD MEMBER REPORTS	
1. Chair's Report [5 min] (Rice)	no attachment
2. President's Report [5 min] (Bell)	no attachment
3. Foundation [5 min] (Bryant/Wilmshurst)	no attachment

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4. Education Council [5 min] (Ayers/McBain)	
i) Minutes of the January 23, 2019 meeting	attachment 4
5. Pacific Institution for Sport Excellence [5 min] (Venoit)	no attachment
V BOARD COMMITTEE REPORTS	
1. Executive Committee [5 min] (Rice)	no attachment
VI APPROVAL OF THE MINUTES	
1. Minutes of the February 4, 2019 meeting [2 min] (Rice)	attachment 7
VII NEW BUSINESS	
1. Alex & Jo Campbell Centre for Health & Wellness Update [15 mins] (Bell)	no attachment
2. Bargaining Update [5 mins] (Severyn)	attachment 11
VIII ADJOURNMENT	

CORRESPONDENCE [nil]



BRIEFING NOTE
Board of Governors

SUBMITTED BY: Sherri Bell, President
DATE: February 25, 2019
TOPIC: Campus Renewal

For Information: X

For Decision:

For Discussion:

1. OVERVIEW

The presentations at our Board meeting regarding Campus Renewal will be divided into two parts.

The first part of Campus Renewal is Inter-Campus moves which are the moves related to the opening of the Alex & Jo Campbell Centre for Health and Wellness, and the subsequent moves. The second part is the Campus Master Plan which is a visionary look into the future.

I will provide an update on the Inter-Campus moves, on which consultation and planning is already underway.

The architects from Thinkspace will provide an overview of the Campus Master Plan, which provides a vision for the future as well as a strategic starting point for planning the College's priorities for the next 20 years.

The Board will be asked to make the decision to approve the Campus Master Plan at the April 8 Board meeting. Shortly after the March Board meeting, Board members will receive a link to the detailed Campus Master Plan.

There will be ample time to ask questions at the March 4 and April 8 Board meetings, as well as between the two meetings.

The presentations on March 4 will be videotaped and will be posted to the Campus Renewal web page for the College community to view.

2. RECOMMENDATION AND OR MOTION

The board will be asked to approve the Campus Master Plan at their April 8, 2019, meeting.



Approved Minutes

REGULAR MEETING

Wednesday, January 23, 2019

4:00 – 6:00 pm

P216, Lansdowne

Present

Voting Members

1. Alison Bowe, Faculty
2. Andrea Kucherawy, Support Staff
3. Bijan Ahmadi, Faculty (Vice-Chair)
4. Debbie Hlady, Administration
5. Dylan Bystedt, Student
6. Isabel Grondin, Faculty
7. Karen Lightbody, Faculty
8. Karen Neilson, Faculty
9. Maia Sampson, Student
10. Peter Ove, Faculty
11. Ryan Russell, Faculty
12. Scott Harris, Administration
13. Shane Nath, Student
14. Tia Primrose, Support Staff
15. Tim Ayers, Faculty (Chair)
16. Faculty (Vacant)

Non-Voting Members

- Brenda McBain, Board of Governors
 Connie Klassen, ICC Chair
 Melody Foreman, Permanent Secretary
 Peter Moroney, Education Policy & Planning
 Todd Ormiston, Indigenization Representative

Regrets/Absent

- Jamie McPherson, Faculty
 Richard Stride, Administration
 Sherri Bell, President
 John Boraas, Administration
 Wesley Paterson, Student

Guests

- Eva Silden, A&S, Criminal Justice (Faculty)
 Rashed Al-Haque, Education Policy Specialist

ITEM	PRESENTER
<p>A. CALL TO ORDER AND DECLARATION OF QUORUM</p> <p>The regular meeting was called to order at 4:10 pm. Quorum was reached.</p>	Tim Ayers
<p>B. ACKNOWLEDGEMENT OF COAST SALISH TERRITORY</p> <p><i>Camosun College campuses are located on the traditional territories of the Lkwungen and WSÁNEĆ peoples. We acknowledge their welcome and graciousness to the students who seek knowledge here. <http://camosun.ca/learn/school/indigenous-education-community-connections/about/index.html></i></p>	Tim Ayers
<p>C. ROUND TABLE CHECK-IN</p> <p>Round table discussion: Blue Monday</p>	Tim Ayers

ITEM	PRESENTER
D. ACCEPTANCE OF AGENDA	Tim Ayers
The January 23, 2019 agenda was approved by unanimous consent.	
E. MINUTES FOR APPROVAL	Tim Ayers
The meeting minutes for Dec 12, 2018 were approved by unanimous consent.	
F. REPORTS	
1. Education Council Chair	Tim Ayers
Tim Ayers announced that this year’s annual retreat will be held on May 3. He also reminded members of the election and to watch for the call for nominations which will come out in February.	
2. VP Education	John Boraas
Vacant	
3. Board Member	Brenda McBain
Brenda McBain reported that Joan Yates, VP of Student Experience, has decided to return to the classroom in the School of Business, effective July, as announced in the January 22, 2019 CamNews.	
G. COMMITTEE REPORTS	
1. Education Council Policy and Standards Committee	Peter Moroney
Peter Moroney announced that the Policy and Standards Committee met on January 14 and received a status update on the Education Renewals Project charter, which will go to EdCo Executive for review. Resources and budget requirements/approvals need to be finalized. Additional updates included:	
<ul style="list-style-type: none"> • Policy Framework – working toward a revised framework and consultations currently underway. • EDI policy – extended the timeline for additional feedback and made further revisions, CCFA provided helpful input during this period. • Student Academic and Non-Academic Conduct policy – Rashed Al-Haque updated the committee on the policy development, and a suggestion was made to bring that forward to EdCo for discussion. 	
Scott Harris brought forward proposed changes to the Grading policy which the Committee reviewed – revised drafts have been circulated to the Committee since and once finalized, will be presented to EdCo at an upcoming meeting.	
H. INTEGRATED CURRICULUM COMMITTEE REPORT	
1. Curriculum for Approval	Connie Klassen
Whereas: The Integrated Curriculum Committee had consensus to recommend full approval of the curriculum.	

ITEM	PRESENTER
<p>Motion: Be it so moved that Education Council approves the following curriculum:</p> <p>ENGR UBC Bridge CIVE (3456) – Program Content Revision</p> <p>ENGR UBC Bridge MECH (3457) – Program Content Revision</p> <p>ENGR UBC Bridge MINE (3549) – Program Content Revision</p>	<p>Moved by: Isobel Grondin</p> <p>Seconded by: Alison Bowe</p> <p>Motion Carried</p>
I PRESENTATION AND DISCUSSION	
<p>Policy Presentation: Academic and Non-Academic Student Conduct Policies</p> <p>Rashed Al-Haque and Eva Silden delivered a presentation on the Academic and Non-Academic Student Conduct policies currently under development. A fulsome discussion followed, which included input from student members.</p> <p>Overall, the committee appreciated the strength-based position of the policies' focus on academic integrity vs. academic dishonesty. Rashed and Eva noted that by positively reframing the language, there is an opportunity to give emphasis to the educational rather than punitive aspects of the policy. Ultimately, the goal is to create student-centred policies that are fair, aligned with natural justice, and clearly articulate students' rights and responsibilities.</p> <p>There will be further opportunities for the campus community to provide feedback including Town halls, Camosun College Student Society, and other departments and groups.</p>	<p>Rashed Al-Haque/ Eva Silden</p>
<p>Timeline for Education Approvals: New Curriculum vs. Existing Curriculum</p> <p>Scott Harris presented a modified model for curriculum approval timelines as it relates to student progression, registration, and calendar production in order to balance the need for curricular flexibility with necessary operational requirements, and bring clarity to curriculum approval timelines.</p> <p>Curriculum Timelines:</p> <ul style="list-style-type: none"> • Curriculum with impact to existing courses/students/programs will have until the February 20 EdCo to be approved with a Fall 2019 effective date. • New curriculum with no impact to existing courses/students/programs will have until the March 20 EdCo to be approved with a Fall 2019 effective date. • New curriculum with no impact to existing courses/students/programs approved by EdCo between April and June will have a Winter 2020 effective date. 	<p>Scott Harris</p>
I. ADJOURNMENT	Tim Ayers
<p>The meeting adjourned at 5:45 pm.</p>	



BOARD OF GOVERNORS

REGULAR MEETING MINUTES

MEETING: Monday, February 4, 2019
TIME: 5:00 pm
LOCATION: Paul Building, Room 216, Lansdowne Campus

BOARD MEMBERS:

Ron Rice, Chair
Tim Ayers
Monty Bryant
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Brenda McBain
Margie Parikh
Emily Rogers
Laylee Rohani, Vice Chair
Rob Smythe
Al van Akker
Gultash Waraich

ADMINISTRATION:

John Boraas, VP Education
Deborah Huelscher, Chief Financial Officer
Geoff Wilmshurst, VP Partnerships
Joan Yates, VP Student Experience

GUESTS:

Dalia Gonzalez-Harney, Director Ancillary Services
Rashed Al-Haque, Education Policy Specialist
Peter Moroney, Director, Education Policy & Planning

REGRETS: Joanne Cumberland

Barbara Severyn, Executive Director, Human Resources
Phil Venoit

EXECUTIVE ASSISTANT: Heather Martin

I CALL TO ORDER

Ron Rice, Chair, called the meeting to order at 5:03 pm.

II APPROVAL OF THE AGENDA

The agenda was approved as distributed.

III BOARD MEMBER REPORTS

1. Chair's Report

Ron Rice, Chair, noted he and Sherri Bell attended the 'Friends of Camosun' awards presentation lunch on December 12 to honour five Camosun students. Ron has continued to meet regularly with Sherri Bell on planning. Ron publically welcomed Monty Bryant to the board. Monty was sworn in at the January in-camera meeting. Monty is the new Board Liaison to the Foundation Board, as he is already a member. Phil was reappointed to his second term. We are working with the Crown Agencies and Board Resourcing Office (CABRO) on succession planning as there are five board members whose terms expire this year. Once a year board chairs are included at the

BC College president's meeting, and Laylee Rohani, Vice Chair, will attend on Ron's behalf on February 25, 2019.

2. President's Report

Sherri Bell, President, noted the development of the Campus Master Plan (CMP) is going well. The work on the inter-campus moves is underway. The College Executive Team (CET) is working on succession planning. Sherri is handling the CMP, and Deborah Huelscher will manage the health building until it opens. The search for a new VP Student Experience has begun, with a September target.

Geoff Wilmshurst, VP Partnerships, and Sherri traveled to Vietnam and the Philippines in January. As Chair of the BC Council on International Education (BCCIE), Sherri spoke on partnerships at the conference in Vietnam. BC Colleges (BCC) has a partnership with Vietnam and the presidents of 11 BC Colleges attended. They signed an MOU between BCC and VACC. Sherri and Geoff went to the Philippines to sign MOUs to commit to opportunities for education exchange. Sherri and Geoff were met on arrival in Mandaluyong, Philippines, by the Mayor, a police escort and an enormous parade style welcome. Sherri was presented with the key to the city. The mayor seeks to change the life of the youth living in poverty through education.

3. Foundation

Geoff Wilmshurst, Vice President Partnerships, noted fundraiser Karen Whyte just retired. She did an incredible job raising funds, particularly for Eyē? Sqâ'lewen. Recruitment for her replacement is underway. The health building campaign is going well, and saw an additional \$300K last week. There is approximately \$1.2M left to raise to meet the target.

4. Education Council

Tim Ayers, Education Council Chair, noted the minutes from the November 21 and December 12, 2018, meetings were included in the agenda package. Tim went over the highlights of the January 23, 2019, meeting. The Education Council elections are coming up in March, and 16 seats are up for election.

5. Pacific Institute for Sport Excellence (PISE)

Sherri Bell noted they were given a debrief on the fires and vandalism. They discussed new programming and their strategic plan. The fundraising campaign is underway for the field replacement, equipment, and bleachers. Camosun is in partnership with them, and has committed \$150K over three years.

IV BOARD COMMITTEE REPORTS

1. Audit Committee

- i) The minutes from the October 25, 2018 meeting were included in the agenda package.
- ii) Laylee Rohani, Chair, Audit Committee, reported on the January 8, 2019, Audit Committee meeting. The Enterprise Risk Management Oversight topic for further investigation for 2018/2019 was cyber security. KPMG, was hired to conduct the assessment. Jason Stevenson, KPMG, gave an overview of the report, which is very thorough and provides a road map for the College. Steps have already been taken to address immediate issues. A timeline is in place for implementation, which will be a priority for the new CIO. In two or three years we may ask KPMG to re-test the system. The committee will bring progress

reports to the board. In future, Deborah Huelscher will bring a summary of the Risk Management report to the board each September.

2. Executive Committee

Ron Rice, Chair, Executive Committee, reported that the Board Executive reviewed the Equity, Diversity, and Inclusion Policy. They received an overview of the Inter-Campus moves. Ron informed Chief Robert Sam of the Songhees Nation that they are the recipients of the board Award for Innovation & Community Partnership. They reviewed the Board Executive Committee Terms of Reference. Sherri Bell presented her goals for 2019 in a new format. Ron received a reminder from Government that we must submit potential member names to replace the departing members. Ron's term will be finished in July, and Cindy Choi's will be finished in December. We will let them know that we need indigenous representation and an accounting background. Appointments will no longer have staggered start-times and all appointments will begin July 31. There may be an overlap for Cindy's position.

i) G-2.1 Equity, Diversity & Inclusion Policy

Peter Moroney, Director, Education Policy & Planning, reported that work began in 2017 on the Equity, Diversity & Inclusion (EDI) policy. It gets to the heart of what Camosun is all about, and addresses the increasingly diverse student and employee demographics. Camosun is seen as a leader in EDI. Peter reviewed the six principles and three major implementation initiatives that were in the agenda package. Rashed Al-Haque, Education Policy Specialist, advised they gathered data from the College community in an extensive program of consultation. They worked with a steering committee and advisory committees. They received 308 student surveys, and held focus groups and interviews with students. They met 25 campus groups in various departments. In late fall it was posted on-line to gather feedback on the final draft.

MOTION:

THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS APPROVE THE POLICY 'G-2.1 EQUITY, DIVERSITY AND INCLUSION'.

CARRIED

ii) G-1.7 Board Executive Committee Terms of Reference

Deferred to a future meeting.

3. Finance Committee

- i) The minutes from the October 29, 2018, Finance Committee meeting were included in the agenda package.
- ii) Cindy Choi, Chair, Finance Committee, gave a report on the January 28, 2019, meeting. They received the financial results for the third quarter of the fiscal year, and the forecast for the year end. Overall there is a deficit of \$2.1M against a budgeted deficit of \$5.8M resulting in a positive variance of \$3.7M at December 31, 2018. The budget this year is \$139M. The forecast for the year shows a surplus of \$2.7M which will be set aside for the Master Campus Plan. An optional Basic Finance training session will be offered to the board from 4:30 – 5pm on April 1, 2019.

V APPROVAL OF THE MINUTES

The minutes of the December 3, 2018 meeting were approved as distributed.

VI NEW BUSINESS**1. Strategic Plan: Sustainability**

Dalia Gonzalez-Harney, Director of Ancillary Services, noted sustainability is a corner post in the Strategic Plan. She distributed copies of the 2018/19 – 2021/22 three-year Sustainability Plan. Sustainability is the ‘capacity to endure’ and thrive. The goal is to provide leadership on environmental, economic, and socio-cultural issues. They measure what the College is doing to gauge progress. The Sustainability Plan vision was refreshed in 2017. Consultation with students and employees was extensive, and employed face-to-face; surveys (1700 students responded); workshops; and interviews. The top four priority action plans are waste and recycling; energy and emissions; food; and transportation. The integrated priorities are wellness; indigenization; and equity, diversity and inclusion.

2. The Alex and Jo Campbell Centre for Health & Wellness Update

Sherri Bell advised the building is on time. The College may be able to move in this summer if it stays on schedule. Many of Camosun’s former trades’ students are working on the building.

3. President’s Goals 2019

Sherri Bell looked at the Strategic Plan priorities, and feedback from last fall’s 360, and put it into a new format for her 2019 goals. Her success is also measured by the Ministry Accountability Report, student satisfaction surveys, budget, audit, and enterprise risk management. A big focus is to foster internal and external relations. In her first year, Sherri had an internal focus, in the second it was within the Victoria community, in the third it was in BC and Canada, now also includes international.

4. Bargaining Update

Sherri Bell asked for questions which will be referred to Barb Severyn.

VII ADJOURNMENT

The meeting was adjourned at 6:42 pm.

Ron Rice, Chair

Date

Heather Martin, Recorder



**BOARD OF GOVERNORS
BRIEFING NOTE**

SUBMITTED BY: Barbara J. Severyn, Executive Director of Human Resources
DATE: March 4, 2019
TOPIC: BARGAINING UPDATE

For Information: X

For Decision:

For Discussion:

ISSUE

The terms and conditions of employment for unionized employees at Camosun College are governed by three collective agreements which expire in 2019. Contract negotiations will take place over the upcoming months until tentative agreements are reached between the parties and settlement agreements are ratified.

Background:

A Briefing Note dated November 14, 2018, provided the Board with background information regarding Government's bargaining mandate, how proposals are developed and bargaining committees formed, and the strategic roles of the Board, College Executive Team (CET) and Local Bargaining Committees. It also provided information about what had occurred to date.

The first status update on bargaining was provided to the Board on February 4, 2019; this is the second of regular updates that will be provided until bargaining has concluded for all three Unions at Camosun College:

British Columbia Government Employees' Union (BCGEU) Local Agreement: The parties met on four days in late November/early December 2018. A number of housekeeping issues have been resolved and negotiations are set to resume on substantive issues on February 26, 2019. Discussions have occurred between PSEA and BCGEU in the interim to clarify the provincial mandate.

Federation of Post-Secondary Educators of BC (FPSE) and Camosun College Faculty Association (CCFA)
 -- Common and Local Agreements: CCFA served notice to the College on December 3rd, 2018; tentative dates have been set for local bargaining in March, April, May and June, 2019 dependent on how bargaining unfolds in the sector. Discussions have occurred between FPSE and PSEA on establishing a Framework Agreement as a means to address FPSE's desire to eliminate secondary scales within the sector, an issue affecting 15 of their 17 locals (Camosun College is not affected by this issue). Those discussions have not concluded and are a precursor to the establishment of a Common Table to renew the Common Agreement.

Canadian Union of Public Employees, Local No. 2018 (CUPE): Notice to bargain was received on February 21, 2019; accordingly, the College will be in contact with CUPE to establish tentative bargaining dates. PSEA, CUPE and BCGEU (Support staff) have established a date for discussions regarding a Multi-Employer Table (MET) and to identify the issues that may be subject to such discussions. Whether or not Camosun College participates at a MET table is dependent on whether CUPE Local 2081 participates at this table.

Upcoming talks will determine whether FPSE or BCGEU/CUPE Support Staff bargaining commences next.