



BOARD OF GOVERNORS

REGULAR MEETING AGENDA

MEETING: Monday, March 6, 2023
TIME: 5:00 pm
LOCATION: Paul 216, Lansdowne Campus
ONLINE: Teams

BOARD MEMBERS:

Monty Bryant, Chair
Bijan Ahmadi
Greg Atkins
Tanya Clarmont, Vice Chair
Joanne Cumberland
Kyle Jones
Lindsay Kearns
Brenda McBain
Brent Palmer
Ruth Mojeed Ramirez
Mike Stubbing
Lane Trotter, President
Al van Akker
Karen Young

ADMINISTRATION:

John Boraas, VP Education
Heather Cummings, VP Student Experience
Deborah Huelscher, VP Administration & CFO
Rodney Porter, Exec. Dir., Communications & Marketing
Barbara Severyn, Exec. Dir., Human Resources
Jen Stone, Exec. Dir., Strategy, Planning & Transformation

REGRETS: Geoff Wilmshurst, VP Partnerships

EXECUTIVE ASSISTANT: Heather Martin

Camosun College campuses are located on the Traditional Territories of the Lekwungen and WSÁNEĆ peoples. We acknowledge their welcome and graciousness to the students who seek knowledge here.

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I CALL TO ORDER	
II APPROVAL OF THE AGENDA	
III BOARD MEMBER REPORTS	
1. Chair's Report [5 min] (Monty Bryant)	no attachment
2. President's Report [5 min] (Lane Trotter)	attachment 3
3. Foundation [5 min] (Joanne Cumberland)	no attachment
4. Education Council [5 min] (Bijan Ahmadi/Karen Young)	
i) Minutes of the January 18, 2023, meeting	attachment 4
5. Pacific Institute for Sport Education [5 min] (Lindsay Kearns)	no attachment

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IV BOARD COMMITTEE REPORTS	
1. Executive Committee [5 min] (Monty Bryant)	no attachment
V APPROVAL OF THE MINUTES	
1. Minutes of the February 6, 2023, meeting [2 min] (Monty Bryant)	attachment 7
VI NEW BUSINESS	
1. Strategic Plan Implementation Update [10 min] (Jen Stone)	no attachment
2. Indigenization at the Board Table [10 min] (Monty Bryant)	no attachment
VII ADJOURNMENT	



Board of Governors

SUBMITTED BY: Lane Trotter, President

DATE: March 6, 2023

TOPIC: President's Report: February 7 – March 6, 2023

Note: A verbal report will be provided for events from February 24 through March 6, due to the publishing timeline of the Board meeting package.

1. Meetings with External Community

On February 8th, I attended the announcement by the BC Government to launch the new Labour Market Outlook at the Huber Hall at the Interurban Campus. The event was led by **Selina Robinson**, Minister of Post-Secondary Education and Future Skills; **Brenda Bailey**, Minister of Jobs, Economic Development and Innovation; and **Andrew Mercier**, Minister of State for Workforce Development. First-year Professional Cook student Savannah McKinnon was also one of the speakers who spoke about their experience at Camosun.

On February 9th, I attended the Lunar New Year Celebration hosted by Chapter of the Chartered Professional Accountants of British Columbia (CPABC). Each year the South Vancouver Island Chapter of the CPABC host a dinner and silent auction to support the CPA endowment award for Camosun accounting students. This fun event took place downtown at the Don Mee Restaurant.

On February 13th, Geoff Wilmshurst and I met with Oak Bay Councillor Carrie Smart (Council Liaison for Camosun) for a general discussion regarding the college's programs and plans. We also discussed the importance of the cycling infrastructure to Camosun's students, which supports both the District's and Camosun's desire to encourage sustainable transportation.

On February 13th I participated in a roundtable discussion with Minister Robinson and other BC Post-Secondary Presidents.

On February 23rd, Associate Deans Steven Rumpel and Dwayne Pettyjohn joined me to give Island Health Board Chair Leah Hollins a tour of the Alex & Jo Campbell Centre for Health and Wellness. This came about as a result of the announcement of the Campus Ultrasound Clinic where the Board Chair expressed an interest in learning more about the building and programs. It was an excellent opportunity to further the bonds between the two institutions.

2. Meetings with Internal Community

On February 21st I participated in the New Employee Welcome event.

On February 22nd I had the opportunity to join the Student Affairs Departmental meeting.



APPROVED Minutes

REGULAR MEETING

Wednesday, Jan 18, 2023

4:00 – 6:00 pm

P216, LACC 321, MS Teams

Present

Voting Members

- | | |
|---|------------------------------------|
| 1. Andrea Kucherawy, Support Staff (Vice-Chair) | 10. John Boraas, Administration |
| 2. Bijan Ahmadi, Faculty (Chair) | 11. Julia Grav, Faculty |
| 3. Blair Fisher, Faculty | 12. Lois Fernyhough, Faculty |
| 4. Brian Coey, Faculty | 13. Mark Fournier, Faculty |
| 5. Debbie Hlady, Administration | 14. Richard Stride, Administration |
| 6. Edgar Nelson, Faculty | 15. Ryan Russell, Faculty |
| 7. Emily Schudel, Faculty | 16. Scott Harris, Administration |
| 8. Ignacio Dinamarca, Student | 17. Tia Primrose, Support Staff |
| 9. Ezra Kiedaisch, Student | |

Non-Voting Members

- | | |
|--|---------------------------------|
| Connie Klassen, ICC Chair | Lane Trotter, President |
| Peter Moroney, Education Policy & Planning | TBA, Indigenization Coordinator |
| Karen Young, Board of Governors | |

Guests:

Rashed Al-Haque, Education Policy Specialist; Martha McAlister, Chair, Research Ethics Board

Regrets/Absent: Lane Trotter, President; Scott Harris, Administration; Connie Klassen, ICC Chair; TBA/Indigenization Coordinator

ITEM	PRESENTER
<p>A. CALL TO ORDER AND DECLARATION OF QUORUM</p> <p>The regular meeting was called to order at 4:03 pm. Quorum was reached.</p>	Bijan Ahmadi
<p>B. ACKNOWLEDGEMENT OF COAST SALISH TERRITORY</p> <p><i>Camosun College campuses are located on the traditional territories of the Lək'wəḡən 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>	Bijan Ahmadi

ITEM	PRESENTER
C. CHECK-IN Bijan welcomed the Council and provided members an opportunity to share any updates or exciting news they had. He also mentioned that the ICC Chair position has been posted in CamNews and welcomed the guests to the meeting.	Bijan Ahmadi
D. ACCEPTANCE OF AGENDA The agenda for Jan 18, 2023 was approved by unanimous consent.	Bijan Ahmadi
E. MINUTES FOR APPROVAL The minutes for the Dec 14, 2022 meeting were approved by unanimous consent.	Bijan Ahmadi
F. REPORTS	
1. Education Council Chair Bijan had nothing further to report and mentioned that John is attending a Ministry meeting and will be joining this meeting once that meeting ends.	Bijan Ahmadi
2. VP Education Bijan indicated that John hadn't identified anything that needed reporting on.	John Boraas
3. Board Member Karen reported that the Board hasn't met since the last EdCo meeting and that the next scheduled meeting is at the beginning of February. Everything is business as usual, and the Board is proceeding with the goals and outcomes that they have been working towards.	Karen Young
G. COMMITTEE REPORTS	
Education Council Policy and Standards Committee Pete reported that the Committee cancelled their January meeting, and that they will meet next on February 6. He put forth that they do welcome guests to participate in meetings on an ad hoc basis, and that they are still looking for at least one student representative. Pete commented that the ICC Chair posting is the first time it has been officially posted. It is a new process and he encouraged others to spread the message.	Peter Moroney
H. INTEGRATED CURRICULUM COMMITTEE REPORT	Connie Klassen
Regular Curriculum for Approval Whereas: The Integrated Curriculum Committee (with less than 80% quorum due to vacancies on ICC), has reviewed and recommends for approval the following curriculum: ACCESS: ENGLISH LANGUAGE DEVELOPMENT ELD 097	

ITEM	PRESENTER
<p>Motion: That Education Council approves changes to the curriculum as submitted:</p> <p style="text-align: right;">Moved by: Lois Fernyhough Seconded by: Julia Grav Motion Carried</p>	
I. ITEMS FOR PRESENTATION AND DISCUSSION	
<p>Research Policies – for presentation</p> <p>Pete provided background on the Board approved suite of research policies, including the research that was done by two faculty (Alison Bowe and Vivian Fayowski) regarding these policies and what other institutions have. Consultations have happened, including with the Research Ethics Board. The goal is to ensure that these policies are supportive and enabling.</p> <p>Rashed provided an overview of the three research policies and six supporting documents. He provided background on the challenges with these policies and presented a plan for their review and modification. Council provided feedback and items to consider.</p>	Peter Moroney Rashed Al-Haque
J. Motion for Endorsement	
<p>Motion for Endorsement – Strategic Planning Policy</p> <p>Motion: That Education Council endorses the Strategic Planning Policy going forward to the Board of Governors for approval.</p> <p style="text-align: right;">Moved by: Bijan Ahmadi Seconded by: Brian Coey Motion Carried</p>	Rashed Al-Haque
K. ADJOURNMENT	
The meeting adjourned at 4:45 pm.	Bijan Ahmadi



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Barbara Severyn, Exec. Director, Human Resources
Jen Stone, Exec. Dir., Strategy, Planning & Transformation
Geoff Wilmshurst, VP Partnerships

GUEST: Rashed Al-Haque, Education Policy Specialist

REGRETS: John Boraas, VP Education
Joanne Cumberland
Lindsay Kearns

EXECUTIVE ASSISTANT: Heather Martin

I CALL TO ORDER

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

II APPROVAL OF THE AGENDA

The agenda was approved as distributed.

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

Monty Bryant, Chair, noted all the regular Board meetings are open to the public. Today we welcomed two guests: Michel Turcotte, CCSS; and Lynelle Yutani, CCFA. Lane Trotter and Monty met several times for planning and updates. Brent Palmer, Lindsay Kearns and Ruth Mojeed Ramirez terms' expire on July 31, 2023. All are eligible for renewal. Two weeks ago Monty met with past Saanich Mayor Fred Haynes as he is interested in joining the Board. As there no openings, Monty suggested the Foundation Board.

The save-the-date has gone out for the April 17 Provincial 'Post-Secondary Governance Workshop' in Vancouver. Registration is expected to begin in early February. Monty endorsed the workshop, and recommended the Board members attend.

Monty attended a tour of the Interurban Campus for the new Minister of Post-Secondary Education and Future Skills, Selena Robinson. It took place on January 24. On January 26, Monty attended the Ministry announcement for the new Campus Ultrasound Clinic. Minister Selena Robinson attended as well as Adrian Dix, Minister of Health; and Lana Popham, Minister of Tourism, Arts, Culture and Sport. It was held at the Alex and Jo Campbell Centre for Health and Wellness. It is the first time in Canada an ultrasound clinic has been opened to the public as a teaching tool for students. Monty attended a Chargers women's volleyball game two weeks ago, where he saw them win two out of three.

On January 25 we received a letter from the Ministry acknowledging Camosun's 2021/2022 Institutional Accountability Plan and Report (IAPR) and the success in achieving or substantially achieving nearly all its Ministry established performance measure targets. Monty thanked Rodney Porter and his team for their excellent work. The Board hosted a social with the CCFA Executive prior to today's meeting.

2. President's Report

Lane Trotter, President, reported the ultrasound clinic opening was a good opportunity to highlight the Interurban campus. Four students can be in the clinic at a time.

Last week Lane and Geoff Wilmshurst travelled to the Philippines to sign a partnership agreement with Miriam College. They signed the agreement on February 3, 2023. The President of Miriam College is retired Ambassador Laura Quiambao-Del Rosario, who had served in a number of capacities for the Government of the Philippines including with some agencies of the United Nations. They met with the Commission for Higher Education Development (CHED). CHED is part of the Philippines national government. They recently passed legislation for transnational education, and ours was the first signing under this legislation. Both institutions will present the partnerships together at this year's BC Council for International Education (BCCIE) conference that take place in Victoria in January 2023. Miriam is building a new campus at Clarke (an hour outside Manilla) with a grand opening being planned for this fall. We will invite Minister Robinson to attend. The partnership will benefit students on both sides equally. Our students will be able to take courses that we do not offer and vice versa.

The Association of Governing Boards (AGB) Trusteeship magazine was distributed. We began collecting board resource materials in the President's office. Board members can check-out the materials through Heather Martin.

3. Foundation

Geoff Wilmshurst, Vice President Partnerships, provided the year-end data from 2022. We received \$3.79M, which is 44% over 2021. There was an increase in the number of donors to 701, and the average gift per donor has increased. We ended 2022 with a donor stewardship event and are planning another event for 2023. Chair Jeety Bhalla has connected with the past Mayor of Saanich Fred Haynes about joining the Foundation Board.

4. Education Council

Bijan Ahmadi, Education Council Chair, noted the minutes from the November 16 and December 14, 2022, meetings were included in the agenda package. Bijan went over the highlights of the January 18, 2023, meeting, which was a very short meeting. They approved curriculum and endorsed the Board's new Strategic Plan policy.

5. Pacific Institute for Sport Education (PISE)

Geoff Wilmshurst reported they held a review of the budget and are ahead at this point. KPMG has been selected as their auditor for the next four years. One of their main tenants may move out, so discussion was held on other possible tenants to move into the vacated space. The lighting in the field is now installed, and is at a level that does not disturb the neighbours.

IV BOARD COMMITTEE REPORTS**1. Executive Committee**

Monty Bryant, Chair, Executive Committee, noted they met on January 23, 2023. We received an update on the third quarter financial results. Lane provided his goals for 2023, and the results of his goals from last year. We received an update on the implementation plan for the 2023-2028 Strategic Plan. The Executive explored a number of 'Indigenization at the Board Table' learning opportunities. We will provide 10-minute educational sessions at each Board meeting. We reviewed the suggested changes to the Executive Committee Terms of Reference. Once the legal review is complete, the final copy will go to the Board for approval. We set the agenda for the February 6 Board meeting.

i) President's Goals: Review of 2022

Lane Trotter gave a high-level overview of the status of his goals from 2022, attached in the agenda package. The form has an added heat map on the self-assessment side. The six goals are shown with columns indicating the level of achievement: achieved, continuing, partially achieved, and not achieved. Some goals are continuous year-over-year, so are multi-year and result in 'Achieved on-going' being checked off. Some areas were held-off due to the large budget deficit earlier in the year that needed to be addressed, and that will change now that the situation has improved.

MOTION

THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS RECEIVE THE UPDATE ON THE PRESIDENT'S GOALS FOR 2022.

CARRIED

ii) President's Goals: Goals for 2023

The Strategic Plan is being launched, and the next task is to work on the data and metrics. The Board will receive the first monitoring report in January, 2024. It will take five years to implement all the goals in the Strategic Plan. The Truth and Reconciliation goal is for the whole college and will be continuing. John Boraas, VP Education, is moving forward with the Centre for Prior Learning Assessment and Recognition. John Boraas is working on the job description for a Director for Equity, Diversity and Inclusion (EDI). The goal of financial sustainability is to achieve a balanced budget and also a surplus in order to reinvest in the College and to replenish our reserves. The work on community relationships is ongoing.

MOTION

THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS RECEIVE THE PRESIDENT'S GOALS FOR 2023.

CARRIED**2. Finance Committee**

- i) The minutes from the October 24, 2022, meeting were included in the agenda package. We were six months into the year and had a projected deficit of \$2.7M for year-end.
- ii) Mike Stubbing, Chair, Finance Committee, gave a report on the January 26, 2023, meeting. We received the results to December 31, 2022, which is three quarters of the year. The results give us a more accurate idea of what the final quarter will look like. We are now projecting a year-end deficit of \$1.2M which is a material improvement over the budgeted deficit of \$7.2M. It is a very positive, best-case scenario. The main reason is the return of our international students. We now have 1700, which is 100 short of the pre-pandemic number.

At the next Finance committee meeting the whole Board will attend and will go through the 2023/2024 budget. We need to have a surplus budget going forward to reinvest in the college and replenish the reserves depleted by the pandemic.

3. Governance Policy Review Committee

- i) The minutes from the November 21, 2022, meeting were included in the agenda package.
- ii) Monty Bryant, Chair, Governance Policy Review Committee, noted that at the January 16, 2023, meeting, the committee recommended approval of the new Strategic Plan policy. The Strategic Plan policy has been through a legal review and has been endorsed by Education Council.

MOTION

THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS APPROVE THE NEW 'G-2.5 STRATEGIC PLAN' POLICY.

CARRIED**V APPROVAL OF THE MINUTES**

The minutes of the December 5, 2022, meeting were approved as distributed.

VI NEW BUSINESS**1. Strategic Plan Implementation Update**

Jen Stone, Executive Director, Strategy, Planning & Transformation, provided an update on the rollout of the 2023-2028 Strategic Plan. Each week a video is released on one of the six priorities in the Plan. They are published in CamNews and on social media. The rollout will be complete by February 22. Jen acknowledged Rodney Porter and his team for their excellent work on the videos.

- Jan. 25: Doing Good Work Together (Alima Ali)
- Feb. 1: Responding to Community Needs (Bijan Ahmadi)
- Feb. 8: Rising to the Challenges of Climate Change (Shannon Craig)
- Feb. 15: Honouring Indigenous Resurgence (Katie Manomie – student)
- Feb. 22: Advancing Social Justice, Equity, Diversity and Inclusion (Rashed Al-Haque)

The Strategic Plan launch open house will be in the atrium of the CTEI building on Friday, February 24 at 12:15pm. It will take place after Conversations Day.

Conversation's day will be centered around the strategic priority: Doing Good Work Together. New pop-up and lamppost banners will be made and installed around campus. The website is up and running and will be updated each week as 'paddle videos' are released. We are getting paddles made, for display, to reflect the Strategic Plan. Jen and Rashed Al-Haque are working on templates and metrics for the departments to use for reporting. The formal document is nearing completion and will be ready for print and online in late February.

2. Indigenization at the Board Table: Terminology

Tanya Clarmont, Vice Chair, presented a slide show and video on the terminology to describe the Indigenous populations in Canada. In Canada the population is 58% First Nations, 34.5% Métis, & 3.9% Inuit. When referring to a population, it is better to be specific if possible rather than say 'Indigenous'. If it is not known, it is best to ask. Indigenous is an internationally used term. Inuit means people and Inuk means person. Métis are the descendants of European settlers and First Nations.

BC has the second largest Indigenous population, 290,210, but at 5.9% of the total population, BC has the highest Indigenous population density. There is an enormous diversity of cultures and languages on Vancouver Island. The Urban Indigenous group is a multi-cultural landscape. They are mobile, and often do not live on their ancestral homelands. 85% of Urban Indigenous came from elsewhere, so rely on local supports as they cannot get access to their own community. In 2016, there were 14,340 Urban Indigenous people and 2,600 on reserve people in the CRD. The 2021 census shows the CRD Indigenous population at 20,195, which is up 3,255 people. The Victoria Native Friendship Centre (VNFC) offered 250K points of service to 8K clients in 2020/2021. They provided service to 800 elders and 1200 youth.

Tanya suggested a reading list that can be found at the VNFC Library:

- 21 Things You May Not Know About the Indian Act
- Our Story: Aboriginal Voice on Canada's Past
- Kaa-Wichiihitoyaahk: Métis Perspective on Cultural Wellness

VII ADJOURNMENT

The meeting was adjourned at 6:30pm.

Monty Bryant, Chair

Date

Heather Martin, Executive Assistant