BOARD OF GOVERNORS

REGULAR MEETING AGENDA

MEETING: **Monday, December 4, 2023**
TIME: **5:00 pm**
LOCATION: **Paul 216, Lansdowne Campus**
ONLINE: **Teams**

BOARD MEMBERS:	**ADMINISTRATION:**
Tanya Clarmont, Chair	John Boraas, Provost & VP Education & Innovation
Bijan Ahmadi	John D'Agnolo, Exec. Dir., Human Resources
Monty Bryant, Past Chair	Deborah Huelscher, VP Administration & CFO
Joanne Cumberland	Jody Kitts, Director, Advancement and Alumni Engagement
Logan Hudson	Rodney Porter, Exec. Dir., Communications & Marketing
Lindsay Kearns	Jen Stone, Exec. Dir., Strategy, Planning & Transformation
Brenda McBain	Richard Stride, A/VP Enrolment & Community Engagement
Ruth Mojeed Ramirez	
Jagjeet Singh	**GUESTS**:
Mike Stubbing	Todd Ormiston, Executive Director, Eye? Sq?'lewen, IECC
Lane Trotter, President	Samantha Allan, Conference Coordinator, S'TENISTOLW
Al van Akker	
	EXECUTIVE ASSISTANT: Heather Martin

REGRETS: nil

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

I	**CALL TO ORDER**		**PAGE**
II	**APPROVAL OF THE AGENDA**		
III	**BOARD MEMBER REPORTS**		
	1. Chair's Report [5 min] (Tanya Clarmont)	no attachment	
	2. President's Report [5 min] (Lane Trotter)	attachment	4
	3. Foundation [5 min] (Richard Stride, Jody Kitts, Joanne Cumberland)	no attachment	
	4. Education Council [5 min] (Bijan Ahmadi/Monty Bryant)		
	i) Minutes of the October 18, 2023, meeting	attachment	6
	5. Pacific Institute for Sport Education [5 min] (Brenda McBain)	no attachment	

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IV BOARD COMMITTEE REPORTS

1. Executive Committee [5 min] (Tanya Clarmont) — no attachment
   i) G-1.3.1 Ad Hoc Committees and Task Force Process [5 min] (Tanya Clarmont, Lane Trotter) * — attachment 11

V APPROVAL OF THE MINUTES

1. Minutes of the November 6, 2023, meeting [2 min] (Tanya Clarmont) — attachment 14

VI NEW BUSINESS

1. S'TENISTOLW Update [10 min] (Todd Ormiston, Samantha Allan) — no attachment
2. Indigenization Action Plan (IAP) Update [10 min] (Todd Ormiston) — no attachment
3. Indigenization at the Board Table [10 min] (Tanya Clarmont) — attachment 21

VII ADJOURNMENT

* Requires a decision. See Page 3 for the proposed motion. — attachment 3

BOARD OF GOVERNORS
Regular Meeting

MOTIONS

Monday, December 4, 2023

IV BOARD COMMITTEE REPORTS

1. Executive Committee

i. G-1.3.1 Ad Hoc Committees and Task Force Process

MOTION
THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS ACCEPT THE NEW 'G-1.3.1 AD HOC COMMITTEES AND TASK FORCE PROCESS'.

TOP

Board of Governors

SUBMITTED BY: **Lane Trotter, President**
DATE: **December 4, 2023**
TOPIC: **President's Report: November 7 – December 4, 2023**

Note: A verbal report will be provided for events from November 23 through December 4, due to the publishing timeline of the Board meeting package.

1. Meetings with External Community

On November 8th John Boraas and I had the opportunity to attend a meeting hosted by Nicola Priestly, South Island Partnership (SIP) with Paul Herdman of Rodel Deleware along with representatives from the Ministry of Education & Child Care (MECC), School District Administration and South Island Partnership staff. Mr. Herdman is doing some research for the OECD that focuses on how general-education secondary school systems have been incorporating work experience components to better prepare students for advanced study beyond secondary school and/or entry into the world of work. The focus of the November 8th meeting conversation was the structure of SIP, dual credit programming, current MECC sponsored projects, and how work experience is integrated into Career programming.

On November 15th I attended a meeting at Interurban with representatives from the Kitami Institute of Technology in Japan to sign an MOU for language and cultural short-term program exchange.

On November 21st and 22nd I attended a meeting of the BC College Presidents in Vancouver. The meeting included sessions with various Ministry representatives.

Meetings with Internal Community

On November 7th I had the pleasure of distributing coffee vouchers to our Trades students in celebration of Trades Recognition Month.

On November 7th I met with two Business 150 students to be interviewed for their class project on leadership styles. As always, I enjoy this opportunity to engage directly with our learners.

On November 7th, I attended the HHS Student Representatives and Dean meeting as a guest and enjoyed a casual conversation with the group.

2. Special Events

On November 14th I was privileged to participate in the presentation of the Strategic Plan Paddles which will be installed in the Paul Boardroom later this month. The event took place in the Sherri Bell Hall and was attended by many of our Indigenous partners as well as college faculty and staff. The words from our Indigenous Elders were deeply moving, as were all the sentiments offered by those chosen to present each paddle to me and to John Boraas. John Boraas, Rodney Porter and I were honoured to each be presented with a paddle in recognition of our efforts and participation in this project.

Education Council

Ensuring that our students are provided with quality educational experiences

APPROVED Minutes

REGULAR MEETING
Wednesday, Oct 18, 2023
4:00 - 6:00 pm
P216, LACC 321, MS Teams

Present

Voting Members

1. Andrea Kucherawy, Support Staff (Vice-Chair)
2. Bijan Ahmadi, Faculty (Chair)
3. Blair Fisher, Faculty
4. Derek Murray, Faculty
5. Edgar Nelson, Faculty
6. John Boraas, Administration
7. Lois Fernyhough, Faculty
8. Mark Fournier, Faculty
9. Nicholas Read, Faculty
10. Richard Stride, Administration
11. Ritika, Student
12. Ryan Russell, Faculty
13. Scott Harris, Administration
14. Tia Primrose, Support Staff

Non-Voting Members

Heather Del Villano, Interim ICC Chair
Peter Moroney, Education Policy & Planning
Lane Trotter, President
TBA, Indigenization Coordinator

Guests:

Rob Thompson, Ombudsperson; Nasr Khalifa, A&S, Associate Dean; Alexis Martfeld, A&S, Faculty; Isabel Grondin, CSEE, Faculty; Ivy Bell, Student; Navreet Singh Sidhu, Student

Regrets/Absent: Dr. Monty Bryant, Debbie Hlady

ITEM		PRESENTER
A.	**CALL TO ORDER AND DECLARATION OF QUORUM** The regular meeting was called to order at 4:03 pm. Quorum was reached.	**Bijan Ahmadi**
B.	**ACKNOWLEDGEMENT OF COAST SALISH TERRITORY** *Camosun College campuses are located on the traditional territories of the Lək̓ʷəŋən and W̱SÁNEĆ 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>*	**Bijan Ahmadi**
C.	**CHECK-IN** Bijan welcomed the Council and guests to the meeting, while congratulating the recently acclaimed members of EdCo who were in attendance. He then called on	**Bijan Ahmadi**

ITEM		PRESENTER
	the new members to introduce themselves. Bijan provided members an opportunity to share any School, unit, or personal updates that they had.	
D.	**ACCEPTANCE OF AGENDA** The agenda for Oct 18, 2023 was approved by unanimous consent.	**Bijan Ahmadi**
E.	**MINUTES FOR APPROVAL** The minutes for the Sept 20, 2023 meeting were approved by unanimous consent.	**Bijan Ahmadi**
F.	**REPORTS**	
	1. Education Council Chair By way of the check-in, Bijan introduced the guests and announced the results of the EdCo by-election. He thanked members who identified others in our community who would make great Council members and who encouraged them to be nominated.	**Bijan Ahmadi**
	2. Provost and VP Education and Innovation John spoke about how education is the absolute core of what a community college is about. Camosun does a very fine job of delivering education to the community, and everybody at the College has a role to play in making it successful. As Provost he wants to ensure that everyone has a clear message of what the College is about. He expressed his gratitude to the current and new members of Council for their passion and interest in making the College better.	**John Boraas**
	3. Board Member Lane reported on behalf of Monty Bryant. The Board had the opportunity to learn about Student Experience, and the facts about financial support for students. Karyn Meadows, Alyson Dahl, and Michel Turcotte spoke to the Board about the challenges students are facing financially, and about some of the supports that have been put in place and are increasing. Last year, over 750 students were supported and received 1.3 million in the form of bursaries and scholarships. He reminded the Council of our offices of Student Support and Financial Support, and to direct students who are in need to one of these offices. The Board also looked at educational matters, and that the core of the College is teaching, which is connected to this being done with the support of faculty, staff, and students. Three areas were focused on. Richard Stride presented on the BBA – Socially Responsible Management and the structure of the program. Nasr Khalifa presented the revised Environmental Technology Diploma program. Questions were raised on where we see the program growing in the future, and whether a degree program should be offered; broad support for that was offered. Eric Sehn did an introduction on the Trades, and Patrick Jones presented on history and evolution of the Electric Vehicle Technology	**Lane Trotter**

ITEM		PRESENTER
	program and where it is headed now. Technicians will need to be trained to meet the demands that will come the process of all light-duty trucks being electric by 2030. Lane commented that Patrick is the only Electrical Certified Automotive Instructor in Canada.	
G.	**COMMITTEE REPORTS**	
	Education Council Policy and Standards Committee	**Peter Moroney**
	Pete reported that the committee's first meeting of the academic year was on October 6. He reminded the Council that they are down a few members and are looking to recruit. Alexis Martfeld attended as a guest observer. Heather Cummings, VP Student Experience, presented the Involuntary Health & Safety Leave of Absence policy for review. This is an EdCo approved policy that is under revision, and they are hopeful that this will be on the agenda for November's EdCo. Timeliness is an issue with this policy as there have been some cases in the past where the policy had to be utilized and the current language in the policy was not ideal. The Academic Concessions policy was reviewed with good suggestions for further revisions. This has been in the works for some time now, with plenty of consultation. This policy is to formalize what is informally done at the College. This is hoped to be at EdCo by December at the latest. Committee membership was discussed and that they will be looking for student representation.	
H.	**INTEGRATED CURRICULUM COMMITTEE REPORT**	**Heather Del Villano**
	Curriculum for Presentation and Approval	**Nasr Khalifa**
	Whereas: The Integrated Curriculum Committee has reviewed and had consensus to recommend full approval of the following curriculum: A&S: ENVIRONMENTAL TECHNOLOGY (MAJOR PROG REV, NEW COURSES, COURSE REVISIONS) ENVR TECH (DIP) BIOL 240 BIOL 241 GEOG 227 ENVR 100 ENVR 112 ENVR 115 ENVR 166 ENVR 212 ENVR 217 ENVR 266	

ITEM	PRESENTER

A&S: ENVIRONMENTAL TECHNOLOGY (COURSE CANCELLATIONS)

ENVR 103
ENVR 107
ENVR 110
ENVR 140
ENVR 200
ENVR 202
ENVR 203
ENVR 204
ENVR 205
ENVR 206A
ENVR 206 B
ENVR 207
ENVR 208A
ENVR 208B
ENVR 209
ENVR 210
ENVR 218
ENVR 222
ENVR 229
ENVR 233
ENVR 240
ENVR 242
ENVR 246
ENVR 290
ENVR 292
ENVR 294
ENVR 296
ENVR 298

Motion:
That Education Council approves the curriculum as submitted:

Moved by: Richard Stride
Seconded by: Andrea Kucherawy
Motion Carried

ITEM		PRESENTER
	Regular Curriculum for Approval	**Heather del Villano**
	Whereas: The Integrated Curriculum Committee has reviewed and had consensus to recommend full approval of the following curriculum: ACCESS: MATH ACCESS MATH 072 MATH 073 MATH 077 **Motion:** That Education Council approves changes to the curriculum as submitted: **Moved by: Lois Fernyhough** **Seconded by: Derek Murray** **Motion Carried**	
I.	**ADJOURNMENT**	**Bijan Ahmadi**
	The meeting adjourned at 5:09 pm.	

BRIEFING NOTE
Board of Governors

SUBMITTED BY:	**Tanya Clarmont, Chair, and Lane Trotter, President**
DATE:	**December 4, 2023**
TOPIC:	**Ad Hoc Committee and Task Force Process**

For Information: For Decision: X For Discussion:

1. OVERVIEW

From time to time, as required, the Board may establish an ad-hoc committee or a task force to work on specific issues relevant to the Board. On the completion of the mandate for the ad-hoc committee or task force, they are disbanded.

The requirement for this type of working group is described in the policy 'G-1.3 Board Operations By-Law'.

A procedure is needed to support the establishment and disbandment of ad hoc committees or task forces. The proposed 'G-1.3.1 Ad Hoc Committee and Task Force Process' has been drafted as a supporting document to the Board Operations By-Law. The proposed document provides definitions, reporting structure, and step-by-step procedures for their establishment and disbandment.

2. RECOMMENDATION AND OR MOTION

MOTION
THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS ACCEPT THE NEW 'G-1.3.1 AD HOC COMMITTEES AND TASK FORCE PROCESS'.

3. SUPPORTING DOCUMENTATION:

G-1.3.1 Ad Hoc Committee and Task Force Process

G-1.3 Board Operations By-Law

TOP

POLICY SUPPORTING DOCUMENT

DOCUMENT TITLE	Ad Hoc Committee and Task Force Process
DOCUMENT NUMBER	G-1.3.1
NAME OF POLICY THE DOCUMENT SUPPORTS	G-1.3 Board Operations By-Law
TYPE OF DOCUMENT	Process
APPROVAL DATE	
REPLACES (IF APPLICABLE)	
LAST UPDATE OR AMENDMENT OR REVIEW DATE	
HOLDER	President
RESPONSIBLE OPERATIONAL LEADER	

AD HOC COMMITTEE AND TASK FORCE PROCESS

PURPOSE AND/OR RATIONALE

From time to time, as required, the Board may establish an ad-hoc committee or a task force to work on specific issues relevant to the Board. On the completion of the mandate for the ad-hoc committee or task force, the ad-hoc committee or task force will be disbanded. Both ad hoc committees and task forces will report directly to the Board unless otherwise noted in a Board bylaw or policy.

DEFINITIONS

1. **Ad Hoc Committee:** Is established for a limited time to work on a specific task that could be lengthy. The ad-hoc committee is disbanded when the task is complete.
2. **Task Force:** Is a small group working to solve an emerging problem or issue. It is disbanded once the issue is resolved.

PROCEDURES

1. The Chair, working with the Board of Governors, will determine if there is a task or issue that requires a smaller working group, such as an ad-hoc committee or task force.
2. The Board will direct the Executive Committee to establish the group.
3. The Executive Committee will develop a Terms of Reference or mandate for the ad-hoc committee or task force and make a recommendation to the Board for approval.
4. The Board Chair will appoint the members to the ad-hoc committee or task force.
5. The EA will develop a schedule for the meetings and keep minutes and records.
6. The ad-hoc committee or task force will report directly to the Board.
7. The ad-hoc committee or task force cannot make decisions, but instead make recommendations to the Board for approval.

8. The ad-hoc committee or task force will report to the Board at their regular meetings.
9. The Board will approve the disbandment of the ad-hoc committee or task force when the work is complete.

LINKS TO RELATED CAMOSUN POLICIES, DOCUMENTS, AND/OR WEBSITES

- G-1.3 Board Operations By-Law

BOARD OF GOVERNORS

REGULAR MEETING MINUTES

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

BOARD MEMBERS:
Tanya Clarmont, Chair
Bijan Ahmadi
Monty Bryant, Past Chair
Joanne Cumberland
Logan Hudson
Lindsay Kearns
Brenda McBain
Ruth Mojeed Ramirez
Jagjeet Singh
Mike Stubbing
Lane Trotter, President
Al van Akker

REGRETS: nil

ADMINISTRATION:
John Boraas, Provost & VP Education & Innovation
Heather Cummings, VP Student Experience
John D'Agnolo, Exec. Dir., Human Resources
Deborah Huelscher, VP Administration & CFO
Rodney Porter, Exec. Dir., Communications & Marketing
Jen Stone, Exec. Dir., Strategy, Planning & Transformation
Geoff Wilmshurst, VP Partnerships

GUESTS:
Scott Harris, Registrar
Natasha-Faye Parrish, CETL

EXECUTIVE ASSISTANT: Heather Martin

I CALL TO ORDER

Tanya Clarmont, Chair, called the meeting to order at 5:00 pm.

II APPROVAL OF THE AGENDA

The agenda was approved. The Coast Salish presentation was moved up to Section III.

III BOARD MEMBER REPORTS

1. Chair's Report

Tanya Clarmont, Chair, noted the guests on Teams included: Lynelle Yutani, CCFA; and Elva Gutierrez, CCSS. Lane Trotter, President, and Tanya met several times for planning and updates. Tanya thanked past Chair Monty Bryant for his continued mentorship. One of the original Board Chairs, Curtis Purden, passed away in September. He served as Board Chair in 1981 and 1982. The past Chairs and Presidents will be honored at a dinner on November 29.

Tanya attended the 32nd Annual Welcome Feast on September 21 at the Songhees Welcome Centre. It was great to meet the staff and students. BCNET, with the support of the Ministry of

Post-Secondary Education and Future Skills, hosted a half-day event on Cybersecurity Risk Management in Vancouver on October 5. Mike Stubbing and Lindsay Kearns, Vice Chair, attended on behalf of the Board. Lindsay reported it was interesting to learn about the Board of Governors' responsibilities. Many of the recommendations are already being implemented at Camosun.

Lindsay Kearns represented the Board at the School of Access Student Awards ceremony on October 13. Tanya attended the Province's fourth 'Post-Secondary Indigenous Board Member Gathering' on October 16 at the Musqueam Cultural Pavilion in Vancouver. It is the second time they gathered in person. They received clear messaging on shared decision making with local communities. Lindsay Kearns welcomed the celebrants at the Employee Dedicated Service ceremony on November 2.

2. President's Report

Lane Trotter, President, attended a Government announcement on October 30 where the Honourable Jenna Sudds, Minister of Families, Children and Social Development, and the Honourable Grace Lore, British Columbia's Minister of State for Child Care, announced increased support for early childhood educators across British Columbia. The event took place in Camosun's Centre for Health and Wellness building.

On October 30, Lane attended the Camosun College Student Society's Board meet and greet which was held in the Sherri Bell Hall. On November 1 public Post-Secondary Presidents were called together by the Ministry to talk about the situation in Gaza and Israel. They made it clear that any threats of violence will not be tolerated. On November 2, Lane attended the Traditional Pit Cook which took place at the Interurban campus. Later that day he participated in the Employee Dedicated Service Event, which celebrated employees who have achieved employment milestones of 20, 25, 30, 35, 40, and 45 years of service.

3. Foundation

Geoff Wilmshurst, Vice President Partnerships, noted the Foundation Board is very active. The revenue level is at $2.6M, which has not changed recently. It normally begins to gain momentum closer to year-end. November 28 is Giving Tuesday when gifts will be matched by the Student Society. On November 24 the Advancement team will collaborate with the Hospitality Management students to raise funds for Erasing Barriers. A new Advancement Officer was hired and will begin on December 4. The next Foundation Board meeting is on November 30. The Board of Governors challenged the Foundation Board to make a donation by December 4. The Board with the highest number of members donating will win.

4. Education Council

Monty Bryant, Education Council Liaison, noted the minutes from the June 21 and September 20, 2023, meetings were included in the agenda package. Education Council met on 18 October and welcomed four new members as guests whose terms start in November: student representatives Ivy Bell and Navreet Singh Sidhu, and faculty representatives Alexis Martfeld and Isabel Grondin. They approved a much-anticipated major revision to the Environmental Technology Diploma including new courses and associated cancellations, as well as some revisions in Math Access.

The Education Council policy discussion strategy stages are included in their orientation:

i. Knowledge – meaning of the words;
ii. Comprehension – what does it mean;
iii. Application – how is policy applied;
iv. Analysis – benefits of the policy;
v. Synthesis – application, what problems will be solved with the policy; and
vi. Evaluation – should policy be approved.

5. Pacific Institute for Sport Education (PISE)

Brenda McBain, PISE Board of Directors, noted they met on September 21, 2023. Lindsay Kearns attended as the past-liaison. Alex Nelson, who was a soccer player and a residential school survivor, attended to speak and answer questions. He brought his suitcase from the school. The summer camps brought in over $200K in revenue. Approximately 45 children had their programming fully funded. The cover photo on the Victoria Foundation Vital Signs report is from a PISE summer camp.

Brenda McBain attended the September 23 ceremony to honour Skip and Linda Dick at the Songhees Longhouse. Skip Dick has contributed to the college for the past 50 years, which is as long as it has been in existence. Brenda attended the Orange Shirt Day at Lansdowne Campus on September 30. Dr. Barney Williams was the guest speaker.

IV BOARD COMMITTEE REPORTS

1. Audit Committee

i) The minutes from the June 5, 2023, meeting were included in the agenda package.
ii) Lindsay Kearns, Chair, Audit Committee, gave a report on the October 23, 2023, Audit Committee meeting. They recommended approval of the new Cybersecurity sub-Committee Terms of Reference and the revisions to the Audit Committee Terms of Reference.

a. Cybersecurity Sub-Committee

Lindsay Kearns noted the Board Executive Committee proposed the establishment of a Cybersecurity Sub-Committee of the Audit Committee. The role of the sub-committee will be to focus on the oversight of cybersecurity, including holding management accountable, ensuring the Board has regular updates, that they understand the risks, and that the Board has adequate training. The Auditor General of BC sets expectations. There will be four appointed members: Chair Lindsay Kearns, Mike Stubbing, Tanya Clarmont, and Monty Bryant. The President will be an ex-officio member. The Chief Information Officer and the VP Administration & CFO will be resource members.

MOTION
THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS APPROVE THE NEW 'CYBERSECURITY SUB-COMMITTEE TERMS OF REFERENCE'.
CARRIED

b. Audit Committee Terms of Reference

Lindsay Kearns advised the committee proposed a name change for the Audit Committee that will include the word 'risk' to reflect one of their most important roles.

The proposed new title is 'Risk and Audit Committee'. The Board Chair has been added to the membership list.

MOTION
THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS APPROVE THE NAME CHANGE FOR THE 'AUDIT COMMITTEE' TO THE 'RISK AND AUDIT COMMITTEE', AND CHANGE THE TERMS OF REFERENCE TO INCLUDE THE ADDITION OF THE BOARD CHAIR TO THE MEMBERSHIP.
CARRIED

2. Executive Committee

i. G-2.6 Asset Naming Policy

Geoff Wilmshurst, VP Partnerships, noted the purpose of this policy is to set out the parameters to govern the naming of assets in recognition of financial or philanthropic contributions from individuals, businesses, organizations, and others. The policy will also articulate Camosun College's values and principles for naming assets to honour and acknowledge individuals and entities who have significantly contributed to the College community or the wider community through their accomplishments, leadership, and vision. There are two supporting documents. One is procedural and the second is the Terms of Reference for the committee responsible for naming assets. The policy has gone through the College's policy development process, has been vetted by the College's legal team, and was posted online for everyone to provide feedback.

MOTION
THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS APPROVE THE NEW 'G-2.6 ASSET NAMING' POLICY, AND RESCIND SECTION 'B. 2 NAMING OF FACILITIES AND SPACES' IN POLICY 'G-2.3 CORPORATE RELATIONS'.
CARRIED

ii. Board Award for Innovation and Community Partnerships – Terms of Reference

Lane Trotter noted the Board approved the winner of the 2024 award at the previous meeting. The Board Executive Committee reviewed the renaming of the award to reflect the discussion at the last Board meeting. They are proposing a new title and clarification of the language in the Terms of Reference.

MOTION
THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS APPROVE THE REVISIONS TO THE TERMS OF REFERENCE FOR THE 'BOARD OF GOVERNORS AWARD FOR INNOVATION AND PARTNERSHIP - *YEAR',* CHANGING THE TITLE TO 'BOARD OF GOVERNORS AWARD FOR INNOVATIVE COLLEGE PARTNERSHIPS - *YEAR*'.
CARRIED

3. Finance Committee

i) The minutes from the September 5, 2023, meeting were included in the agenda package.

ii) Mike Stubbing, Chair, reported they met October 30, and reviewed the second quarter financial results which cover the first six months from April 1 to September 30, 2023. The second quarter's results offer us the ability to project forward to the end of the year because we know the fall enrolment numbers and can use them as a predictor for the rest of the year. We are in good shape financially for the first half of the year. The budgeted deficit was $7.9M and the actual was $2.6M, which is significantly reduced. It is largely due to timing. We predict a surplus of $600K at year-end. During the years of COVID the college depleted the surplus of $12M. Going forward we will balance the restoration of the reserves with reinvestment in the College.

Later this month the schools will receive their budget templates for the next fiscal year. In early January the budgets will be rolled up for review by the College Executive. The proposed budget for 2024/2025 will go to the Board Finance Committee on April 2, 2024. The whole Board is invited to hear the detail level and ask questions. The budget goes to the Board for formal approval on April 8, 2024. We are working with the Government on student housing and will report back when there is an update.

V APPROVAL OF THE MINUTES

The minutes of the September 18, 2023, inaugural and regular meetings were approved as distributed.

VI NEW BUSINESS

1. FTE Enrolment Report 2022/2023

Scott Harris, Registrar, noted the report in the agenda package is from the past academic year which ended on August 31, 2023. The headcount is the number of people and Full-Time Equivalent (FTE) is the Government's formula for 100% workload. The headcount is up over last year due to growth in international enrolment. If students take a break and return within 12 months, they are counted as continuing. If they take a break of over 12 months, they are counted as a returning student. Retention rate numbers compare year-over-year. Some students only plan to study at the College for a term or take a one-year program. One in five, or 20% of students are international. Approximately half of the students are enrolled full-time, and half are part-time. The average age is 23 years old. Program enrolment numbers are not always accurate as students move between programs. The course registration numbers show a complete picture on a year-over-year basis. Full-Time Equivalent numbers are declining over time which is a Province-wide trend for domestic students.

2. Indigenization at the Board Table

Natasha-Faye Parrish, CETL, provided a presentation on Coast Salish Culture and Society which featured some of the many defining features of their society. The Coast Salish territories expand across Canada and the USA around Vancouver, Seattle, and Vancouver Island. The two main cities are Vancouver and Seattle. We try to be as specific as possible when speaking about the specific nations.

Coast Salish defining features include:

- The Coast Salish 'Seasonal Round' depicts the activities taking place in the seasons. This season is winds and falling leaves and putting your paddles away. The Seasonal Round is a way of thinking about what we are doing in the season.

- CAMAS is a food source. The bulbs are for eating and they were a huge trading factor in the territory.
- Clam Gardens. Five to seven types of clams were harvested. Walls were built up on the seashore.
- Reef Net Fishing. The main river is Goldstream, and the type of fish was dogfish salmon. Most fishing was in the open ocean. Two large canoes had a net between them. Eel grass was tied to nets to camouflage them. Permanent anchor stones can be seen throughout the gulf islands.
- Coast Salish weaving. This comes from the old practice of blanket making and goes back to old times. The Salish woolly dog was bred by women, and it was a women's economy. The dogs were shorn twice a year, and the fur was made into blankets.
- Coast Salish House Posts. There were many different styles. They decorate the house and help it to stand upright.

3. Strategic Plan Update

Jen Stone, Executive Director, Strategy, Planning, and Transformation, noted her team is collecting progress measure updates from across the college. There are 70 measures. A lot of the measures and action items represent collaborative activities. Large groups of experts designed the progress measures. They are testing them and making some adjustments. They are working on the template for the report that goes to the Board in early February. There will be a formal report every February that will have the update on progress measures and action items for the past year.

4. Mentimeter Results

Jen Stone presented the results from the September 7 survey of what the Board wants to achieve and learn this year. The Board Executive identified three emerging themes.

- Developing further understanding about departments and their interconnections and relationships.
- Developing further understanding of Strategic Enrolment Management, both domestic and international strategies.
- Establishing a Board with equipped with key skills and good practices

Clarification was gathered on the first bullet which included:

- The creation of the paddles by many people from start to finish. How did we use all the skills across the community to get there?
- The breakdown of silos and barriers, open communication between the groups.
- Different departments do different programs: How does Access fit in? Is there a hierarchy or is it auxiliary?
- The different schools have their own annual plans - how do they tie into the Strategic Plan?
- The Board hears from Deans and Directors. It would be nice to invite Financial Aid as all those working with students are interconnected.

To support the Board's ongoing commitment to learning, a line will be added under New Business 'Learning About Camosun' to address the topics raised.

VII ADJOURNMENT

The meeting was adjourned at 6:33 pm.

Tanya Clarmont, Chair **Date**

Heather Martin, Executive Assistant

UNDRIP and Relevance to Camosun Board
By Tanya Clarmont, Chair

United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP)
UNDRIP was adopted September 13, 2007 by UN, and formally endorsed by Canada, November 12, 2010, but did not receive Royal Assent until, June 21, 2021, with the enactment of Canada's Declaration on the Rights of Indigenous Peoples Act. BC's provincial government unanimously adopted the Declaration and the Rights of Indigenous Peoples Act, November 28, 2019, a year and a half before Canada.

The provisions set forth in this Declaration shall be interpreted in accordance with the principles of justice, democracy, respect for human rights, equality, non-discrimination, good governance and good faith.

UNDRIP Article 18
Indigenous Peoples have the right to participate in decision-making in matters which would affect their rights, through representatives chosen by themselves in accordance with their own procedures, as well as to maintain and develop their own Indigenous decision-making institutions.

BC's Declaration Act Action Plan 2022-2027 – Relevant Actions

#	Action	Responsible Parties
1.9	Work with the Nicola Valley Institute of Technology, and the Urban Nation Youth Association to co-develop an urban Indigenous centre that supports the childcare, housing and post-secondary needs of the Indigenous learners, and strengthen the capacity of the Native Education College to provide culturally relevant post-secondary opportunities for urban Indigenous learners.	Post-Secondary Education and Future Skills
3.2	Establish an operational approach to set and achieve targets for equitable recruitment and retention of Indigenous Peoples across the public sector, including at senior levels.	Public Service Agency
4.5	Co-develop a policy framework for Indigenous post-secondary education and skills training that includes: • supporting post-secondary institutions to be more culturally relevant and responsive to the needs of First Nations, Métis and Inuit learners and communities; • expanding the Aboriginal Service Plan program to all 25 public post-secondary institutions; • ensuring that Indigenous learners have access to student housing that is safe, inclusive, and enables them to thrive personally, academically, and culturally; • developing mechanisms for First Nations, Métis and Inuit learners and communities to play an integral role in public post-secondary institutions' decision-making; and • identifying legislative amendments needed to ensure all public post-secondary institution boards include at least one Indigenous person.	Post-Secondary Education and Future Skills

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