



## BOARD OF GOVERNORS

### REGULAR MEETING MINUTES

**MEETING:** Tuesday, October 13, 2020  
**TIME:** 5:00 pm  
**ONLINE:** Teams

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**BOARD MEMBERS:**

Monty Bryant, Chair  
Sherri Bell, President  
Tanya Clarmont  
Joanne Cumberland  
Richard Margetts  
Brenda McBain  
Brent Palmer  
Margie Parikh  
Emily Rogers  
Mike Stubbing  
Fillette Umulisa  
Al van Akker  
Lindsay JD van Gerven  
Phil Venoit

**ADMINISTRATION:**

Heather Cummings, VP Student Experience  
Deborah Huelscher, VP Administration & CFO  
Rodney Porter, Exec. Director, Communications & Marketing  
Geoff Wilmshurst, VP Partnerships

**REGRETS:**

Bijan Ahmadi  
John Boraas, VP Education  
Barbara Severyn, Exec. Director, Human Resources

**EXECUTIVE ASSISTANT:** Heather Martin

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**I CALL TO ORDER**

Monty Bryant, Chair, called the meeting to order at 5:05 pm.

**II APPROVAL OF THE AGENDA**

The agenda was approved as distributed.

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

Monty Bryant, Chair, noted he and Sherri Bell met several times virtually for planning. It has only been three weeks since our last meeting, so the report is brief. The Ministry postponed this year's Indigenous Post-Secondary Board Member Gathering. Tanya Clarmont attended in Vancouver last year, and will take part again once a new date is found. On October 7, Monty took part in the college's Fall Virtual Gathering. It was a wonderful opportunity for all employees to gather together, and have their questions answered by the administration.

## **2. President's Report**

Sherri Bell, President, noted that for the last five years the College acknowledged Orange Shirt Day on September 30. Orange Shirt Day commemorates the experience of the Indigenous children who were put into residential schools. Carey Newman, a local artist, created the Witness Blanket that resides in the Museum for Human Rights in Manitoba. It is made of items reclaimed from the schools. A film was made of the making of the blanket, '*The Making of the Witness Blanket*'. It was sent to everyone in the college to watch before the virtual Orange Shirt Day panel session. The panel included Carey Newman, Elaine Ting, Sherri Bell, Janice Simcoe, Sandee Mitchell, and Ruth Lyall.

Sherri is a member of the Colleges and Institutes Canada (CICan) Board of Directors, through which she moderated a panel of key Canadian leaders 'Rebuilding a Sustainable Economy in Crisis'. It was broadcast across the country. It was an interesting look at the green economy, which needs the engagement of Indigenous people.

On October 7, we held a virtual gathering for staff from across the college. Employees posed questions ahead of time, as well as during the meeting, to the College Executive Team. Rodney Porter moderated the event. Monty Bryant provided opening and closing comments, which were greatly appreciated. Approximately 400 employees took part. They appreciate the connection, so another one will be held later in the fall. We are reviewing the Safe Start process. We are bringing some students back on campus based on the program needs. A portion of a course may be delivered on campus. We are looking at the process for January now. We are slowly bringing other services back. The Library at Lansdowne is open now, and the gym at Lansdowne will be opening. The Chargers have started practicing again. We are following provincial government guidelines to return slowly to somewhat normal.

## **3. Foundation**

Tanya Clarmont, Foundation Liaison, attended her first meeting on October 1. They reviewed student enrolment numbers, approved the meeting schedule for next year, and looked at the status report on investments, as well as the Health and Wellness capital campaign. Tanya gave them a report from the Board of Governors. Geoff Wilmshurst, Vice President Partnerships, noted the numbers have not changed since we met last, and added that Tanya will be a great addition to the Foundation Board in the coming year.

## **4. Education Council**

Joanne Cumberland, Liaison, noted the minutes from the June 24, 2020, meetings were included in the agenda package. There has been no Education Council meeting since the last time the board met.

## **5. Pacific Institute for Sport Excellence (PISE)**

Sherri Bell, President, reported on the PISE board meeting and AGM on September 24. They welcomed two new members, Shelly Niemi and Terry Wright. Board members have a six-year maximum term on the board. They approved the audited financial statements. At the time of the COVID shutdown they laid off employees, who received a wage subsidy. They are now in a good financial position. The PISE gym was renovated and has a brand new floor. There are new bleachers and new drop down basketball hoops.

## **6. Finance Update**

Mike Stubbing, Chair, Finance Committee, noted there is nothing significant to report since the last board meeting. The forecasted deficit has not changed. It is very reasonable given the circumstances. We had to submit financial projections to the Ministry for this year and the next three fiscal years beyond that. The projections show a return to full revenue next year, then to holding the line for the next two years. We will have a deficit this year, but hope to break even the following year, and then have a small surplus in the two subsequent years after that by keeping expenses slightly below revenue. Deborah Huelscher, VP Administration & CFO, is working on the Quarter Two results right now. The results will go to the Finance committee then to the board.

## **IV BOARD COMMITTEE REPORTS**

### **1. Executive Committee**

Monty Bryant noted the Executive met virtually on September 28 using Teams. We made a recommendation to the Board on the 'Public Sector Employers' Council Secretariat (PSEC) Executive Compensation Freeze'.

- i) Public Sector Employers' Council Secretariat (PSEC): Executive Compensation Freeze

#### **MOTION**

**THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS ACKNOWLEDGE, IN RESPONSE TO THE MINISTER'S DIRECTION, THAT THERE WILL BE NO COMPENSATION INCREASES FOR THE 2020/21 EMPLOYEE PERFORMANCE YEAR FOR THE PRESIDENT.**

**CARRIED**

## **V APPROVAL OF THE MINUTES**

The minutes of the September 21, 2020 inaugural and regular meetings were approved as distributed.

## **VI NEW BUSINESS**

### **1. Enrolment Report**

Scott Harris, Registrar, presented an overview of the enrolment report included in the agenda package. The headcount is the number of learners at the college, and this fall there are 9,295. The student retention rate increased, and is better than at many other institutions. Two thirds of our students are full-time, and a third are part-time. Just Under 6% are Indigenous. The median age is 23. Some programs had to reduce capacity due to COVID-19, so the program enrolment numbers do not tell the whole story. Full Time Equivalent (FTE), which is the amount of activity a student takes in a year, is down slightly over last year. We are the largest college in BC for domestic enrolment.

### **2. Strategic Plan Goal: The Levelling Up of Student Experience**

Heather Cummings, VP Student Experience, noted the Student Experience portfolio, which has continuously transformed since it began five years ago, had great model by March 2020. However, over the last six months the pandemic forced them to provide even better service to the students. To level up, they embraced opportunity, created synergies and leveraged technology. They adopted appointment-booking software, video conferencing for students, and moved away from paper-based processes to dramatically shorten wait times. They used software available in the Library that is cutting-edge. They re-engineered processes behind the scenes. In

fall 2020, they launched a call centre in the Registrar's Office. The students have rapid access to counsellors, often within 48 hours, using many different options. They introduced virtual career fairs, virtual co-op classes, and technology loans. The Student Services employees embraced the change and created something better.

**VII ADJOURNMENT**

The meeting was adjourned at 6:05 pm.



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**Monty Bryant, Chair**

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**Date**

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**Heather Martin, Executive Assistant**