



## BOARD OF GOVERNORS

### REGULAR MEETING MINUTES

**MEETING:** Monday, May 15, 2023  
**TIME:** 5:00 pm  
**LOCATION:** Paul 216, Lansdowne Campus  
**ONLINE:** Teams

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**BOARD MEMBERS:**

Monty Bryant, Chair  
Bijan Ahmadi  
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  
Evan Hilchey, A/Interim 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:** Caius Bell-Desjarlais

Clifton Dildy, A/Interim Director, Student Affairs  
Beth Flanders  
Todd Ormiston, Exec. Dir., CIECC  
Natasha-Faye Parrish, Education Developer, CETL

**REGRETS:** Greg Atkins**EXECUTIVE ASSISTANT:** Heather Martin

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**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 SPECIAL PRESENTATION****1. New Zealand Cohort**

Todd Ormiston, Executive Director, CIECC, and students Beth Flanders and Caius Bell-Desjarlais gave a presentation on the Aotearoa/ New Zealand Cultural Exchange at the Ara Institute in Christchurch. They had a welcoming ceremony with the Māori and shared with them smudging with sage and sweetgrass. They shared food, culture, and knowledge. They tried tuna, which is eel, and Paua which is abalone. They practiced Hangi preparation and weaving Harakeke. They cut the harakeke in a sustainable way. They collected driftwood for the fire needed to cook food in a Hangi, which had traditional Māori root vegetables, pork, chicken, and lamb wrapped in cabbage. They exchanged cultural gifts with each other. Of note was the Māori generosity in sharing their knowledge.

## **2. Indigenization at the Board Table**

Natasha-Faye Parrish, Education Developer, CETL, will present Part 2 of Coast Salish 101 at the June 12, 2023, Board meeting.

## **IV BOARD MEMBER REPORTS**

### **1. Chair's Report**

Monty Bryant, Chair, noted all the regular Board meetings are open to the public. Today we welcomed guests April Atkins, SIP; Carrie Everett, Student Affairs; Kelly Pitman, CCFA; and Michel Turcotte, CCSS on Teams. Lane Trotter and Monty met several times for planning and updates.

On April 12 we held a celebration for the renaming of the Wilna Thomas Hall to the Sherri Bell Hall. There was a great turn-out. Sherri was very pleased with the honour as creating a large space for students and staff was important to her.

The Ministry's Post-Secondary Governance Workshop was held in Vancouver on April 17. Monty presented a seminar on the Board's role in hiring the President. We were proud that Rashed Al-Haque, Janice Simcoe, and Tanya Clarmont attended as presenters. Lane Trotter, Monty Bryant, and Ron Rice were on the Steering Committee for the workshop. One of the important concepts reinforced at the workshops was that we should not only talk about Indigenization but should also include decolonization and reconciliation in the discussion.

Monty attended the Colleges and Institutes Canada (CICan) CICan and World Congress in Montreal from April 23 – 25, 2023. On May 9, Monty attended a lunch seminar with Natasha-Faye Parrish on talk about what Indigenous Education looks like in Kindergarten to Grade 12 in the public school system, and especially in Sooke. By June in 2024 all students will take a four-credit course related to Indigenous education.

Monty reminded members to fill out the annual Board evaluation online, and noted the one-on-one interviews are coming up soon. We will begin to track responses year over year.

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

Lane Trotter, President, thanked Ruth Mojeed Ramirez for inviting him to take part on the panel at the Employment Equity Partners' Roundtable 2023 "Beyond Culture: Bridging Gaps in Accessibility, Equity and Inclusion" in Vancouver on May 9. They spoke on the work being done on diversity, equity, and inclusion. On Friday, May 12, the College hosted a tour for Island Health CEO Kathy MacNeil and Krista Allan, VP – Quality, Research and Chief Nursing and Allied Health Officer. It was in follow-up to their Board Chair visit in February. We plan to work together on program development. Lane acknowledged Rodney Porter, Richard Stride, Steven Rumpel, and Dwayne Pettyjohn for their work on the tour as it was very productive.

### **3. Foundation**

Geoff Wilmshurst, Vice President Partnerships, noted the Foundation Board is meeting May 25. They received \$840K at this point in the year. Last week they received an anonymous donation of \$358K to refurbish the Employment Preparation Program (ETP) student garden space. We are in the planning stages for the six donor awards that will take place in May and June. We are continuing to plan the September 22 Annual Golf Tournament.

#### **4. Education Council**

Bijan Ahmadi, Education Council Chair, noted the minutes from the March 15, 2023, meeting were included in the agenda package. Bijan went over the highlights of the April 19, 2023, meeting, which included the cascading changes impacting the H&HS programs. On May 5 they held a full day retreat in the Wilna Thomas Sherri Bell Hall. It was a great opportunity for Education Council, the Integrated Curriculum Committee, and the CETL renewal team to get together.

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

Lindsay Kearns, PISE Board of Directors member, noted they are meeting on Thursday, May 18.

### **V BOARD COMMITTEE REPORTS**

#### **1. Executive Committee**

Monty Bryant, Chair, Executive Committee, noted the Executive met on April 18, 2023. We reviewed the Governance Policy Committee's recommendations to the Board to approve revisions to the terms of reference for the three standing committees, revisions to the supporting document 'Process for Appeal of Suspension from College', and a recommendation for approval of a new supporting document 'Termination of the President's Contract'. The Executive explored some sources for 'Indigenization at the Board Table' learning opportunities for future meetings.

The Executive asked the Board members for feedback and suggestions on the revised annual online self-assessment tool. It has been distributed. The Executive members will contact the members for a one-on-one interview by the end of the month. We set the agenda for the May 15 Board meetings.

#### **2. Governance Policy Review Committee**

- i) The minutes from the March 9, 2023, meeting were included in the agenda package.
- ii) Monty Bryant, Chair, Governance Policy Review Committee, gave a report on the April 18 and May 10, 2023, Committee meetings. Monty noted there are two remaining policies under review which will go to the Board in June: Board Operations and Out of Pocket Expenses. The policy department reviews and the legal reviews have been completed. The Board standing committees have reviewed their terms of reference.

##### **a.) G-1.9 Audit Committee**

###### **MOTION**

**THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS APPROVE THE REVISIONS TO 'G-1.9 AUDIT COMMITTEE TERMS OF REFERENCE' AS INDICATED.**

**CARRIED**

##### **b.) G-1.7 Executive Committee**

###### **MOTION**

**THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS APPROVE THE REVISIONS TO 'G-1.7 EXECUTIVE COMMITTEE TERMS OF REFERENCE' AS INDICATED.**

**CARRIED**

**c.) G-1.5 Finance Committee**

**MOTION**

**THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS APPROVE THE REVISIONS TO 'G-1.5 FINANCE COMMITTEE TERMS OF REFERENCE' AS INDICATED.**

**CARRIED**

**d.) G-1.7.2 Termination of the President's Contract**

**MOTION**

**THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS ACCEPT THE NEW SUPPORTING DOCUMENT 'G-1.7.2 TERMINATION OF THE PRESIDENT'S CONTRACT'.**

**CARRIED**

**e.) G-1.7.1 Process for Student Appeal of Suspension from College**

**MOTION**

**THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS ACCEPT THE REVISIONS TO 'G-1.7.1 PROCESS FOR APPEAL OF SUSPENSION FROM COLLEGE' AS INDICATED.**

**CARRIED**

**VI APPROVAL OF THE MINUTES**

The minutes of the April 11, 2023, meeting were approved with the change in attendance from Barb Severyn to Evan Hilchey.

**VII NEW BUSINESS**

**1. Sexual Violence & Misconduct Policy Implementation Report**

Clifton Dildy, A/Interim Director, Student Affairs, introduced Carrie Everett, Student Support Manager, Student affairs. The Sexual Violence & Misconduct Policy Implementation Report is required by Government each year. This report precedes the update to the policy due this year. The updated policy will be brought to the Board following extensive student, college, and local community consultations. The scope of the report includes student engagement, consultation, prevention, and awareness strategies as well as an overview of the college's response to disclosures and reports received by the Office of Student Support within Student Affairs. Clifton provided a high-level overview on the topics in the report which included their commitment to creating and maintaining an environment where sexual violence and misconduct is not tolerated; limitations to reporting on specific information to ensure privacy; and next steps.

**2. Camosun College Student Society (CCSS) Fee Levies**

Deborah Huelscher, VP Administration & CFO, noted the College and Institute Act has an annual requirement that the Student Society make a request to the Board to direct the college administration to collect student fees on their behalf. The administration remits some back to the Student Society, and some elsewhere, as indicated.

**MOTION**

**THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS DIRECT ADMINISTRATION TO COLLECT THE FOLLOWING FEES FOR THE 2023-2024 ACADEMIC YEAR AND REMIT SAME TO THE CAMOSUN COLLEGE STUDENT SOCIETY:**

CCSS	\$13.50/month
BCFS	\$2.65/month
CASA	\$0.49/month
Health	\$147/year
Dental	\$147/year
Student Refugee Program	\$1.25/month
Virtual Health	\$35/year

**AND**

**DIRECT ADMINISTRATION TO COLLECT THE FOLLOWING LEVIES TO BE COLLECTED AND DISTRIBUTED BY COLLEGE ADMINISTRATION AS PER THE EXISTING ARRANGEMENTS AND UNDERSTANDINGS:**

U-Pass	\$20.25/month
Childcare	\$1.29/month
Athletics	\$5.29/month
Recreation	\$3.69/month
Building Fund	\$4.78/month
Recycled Paper	\$0.16/month

**CARRIED**

**3. CCSS Audited Financial Statements - Year Ending March 31, 2022**

Deborah Huelscher noted it is a requirement that the Student Society inform the Board that their financial statements have been audited. They were presented at the CCSS AGM April 6, 2023. They received a clean audit opinion.

**4. Board Chair - Call for Nominations 2023/24**

Deborah Huelscher noted that beginning in 2023, we will call for nominations and declarations of expressions of interest for the position of Chair one month prior to the June meeting. We will make the call again once the elections are open at the June meeting. Deborah conducted the call for nominations for the 2023/2024 term. Board Chair Monty Bryant nominated Vice Chair Tanya Clarmont. Tanya declared she is willing to serve.

**VIII ADJOURNMENT**

The meeting was adjourned at 6:31 pm.

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**Monty Bryant, Chair**

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**Date**

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**Heather Martin, Executive Assistant**