



BOARD OF GOVERNORS

REGULAR MEETING MINUTES

MEETING: Monday, June 12, 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
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

REGRETS:

Ruth Mojeed Ramirez
Brent Palmer
Geoff Wilmshurst, VP Partnerships

EXECUTIVE ASSISTANT: Heather Martin

I CALL TO ORDER

Monty Bryant, Chair, called the meeting to order at 5:00 pm. Jen Stone, Executive Director, Strategy, Planning & Transformation, provided the acknowledgement of the territory.

II APPROVAL OF THE AGENDA

The agenda was approved as distributed.

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

Monty Bryant, Chair, welcomed two guests on Teams: April Atkins, SIP; and Lynelle Yutani, CCFA. Lane Trotter, President, and Monty met several times for planning and updates. Monty distributed the annual Chair evaluation survey and encouraged members to respond. In May and June Monty brought a welcome to four student awards ceremonies: Technology; Trades: Electrical, Motor Vehicle and Metal; the Centre for Sport & Exercise Education; and the School of Arts & Science. Mike Stubbing brought a welcome to the Trades: Architectural, Culinary and Plumbing awards. Monty provided a speech on behalf of the Board at the four 2023 Convocation ceremonies on June 14 and 15. Lindsay Kearns will attend the Arts & Science and Trades & Technology ceremony. Greg Atkins, Brent Palmer, and Ruth Mojeed Ramirez received re-appointments of their terms to July 31, 2025.

2. President's Report

Lane Trotter, President, noted his report is in the package. Lane will attend the four Convocation ceremonies this Wednesday and Thursday. Lane acknowledged the organizing

team for the enormous amount of work that went into planning Convocation. Lane attended the student awards ceremonies in May and June. It was wonderful to hear about the students' achievements, and to meet them and their families. The team from Miriam College will be arriving this Friday from the Philippines.

3. Foundation

Joanne Cumberland, Foundation Liaison, noted they met on May 25, 2023. They gave out 322 awards, with a value of \$315K. They received the audit report from KPMG. Donations are up, awards are up, and investment income is down. KPMG has been approved as the auditor. There were no changes to the Board. Jeety Bhalla is the Chair, Bob Noble is the Vice Chair, and Russ Lazaruk is the Treasurer. The Terms of Reference were updated to give Board members a three-year term which can be extended. They will stagger the terms.

4. Education Council

Bijan Ahmadi, Education Council Chair, noted the minutes from the April 19, 2023, meeting were in the agenda. Bijan went over the highlights of the May 17, 2023, meeting, which included the approval of the Bachelor of Business Administration in Socially Responsible Management (SRM). The next step is to seek DQAB certification in order to deliver the program in September 2024.

5. Pacific Institute for Sport Education (PISE)

Lindsay Kearns, PISE Board of Directors, noted they met May 18, 2023. The Family Day in May was attended by many families. In the past there have not been time limits on PISE packages, so they will be introduced. They discussed heating the dome to make it useful year-round. They are seeking new Board members. The budget was balanced.

IV BOARD COMMITTEE REPORTS

1. Audit Committee

- i) The minutes from the November 1, 2022, meeting were included in the agenda package.
- ii) Tanya Clarmont, Chair, Audit Committee, gave a report on the June 5, 2023, Audit Committee meeting. The Auditors gave a presentation on the 2022/2023 audit. The Committee made recommendations for Board approval of the audited financial statements and for the renewal of KPMG as the auditor.

a. Audited Financial Statements for the Year Ending March 31, 2023

MOTION:

THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS APPROVE THE AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED MARCH 31, 2023, AS PRESENTED.

CARRIED

b. Reappointment of the Auditor

MOTION

THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS REAPPOINT KPMG TO PERFORM THE AUDIT OF THE COLLEGE'S FINANCIAL STATEMENTS FOR THE REPORTING YEAR ENDING MARCH 31, 2024.

CARRIED

2. Executive Committee

Monty Bryant, Chair, Executive Committee, noted they met on May 29, 2023. The Committee made a recommendation to approve the District of Saanich's request for a right of way for the traffic lights at Interurban and Markham Road. They had a preview of the Institutional Accountability Plan and Report for 2022/23. They reviewed the Out-of-Pocket Expenses policy;

the rescindment of the Board Decision Making policy; the new Board Operations By-Law; and additions to the 'Process for Appeal of Suspension from College'. They explored sources for 'Indigenization at the Board Table' learning opportunities. The results of the 2022/23 online self-evaluation will help build the fall Training and Orientation session and the committee membership. Work has begun on the fall Training and Orientation. It will be in-person, and will have sessions on Governance, Indigenization, and student achievement.

i) Right of Way

MOTION

THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS APPROVE THE RESOLUTION:

WHEREAS THE CORPORATION OF THE DISTRICT OF SAANICH ("SAANICH") HAS REQUESTED THAT CAMOSUN COLLEGE (THE "COLLEGE") GRANT TO SAANICH A STATUTORY RIGHT OF WAY PERMITTING SAANICH TO INSTALL A TRAFFIC SENDING DEVICE ON COLLEGE LANDS WITHIN 73.0 M2 AREA IMMEDIATELY ADJACENT TO INTERURBAN ROAD FOR USE AS PART OF THE TRAFFIC INTERSECTION CONTROL SYSTEM;

AND WHEREAS THE DISPOSITION OF AN INTEREST IN LANDS AS PART OF THE PROPOSED STATUTORY RIGHT OF WAY WILL NOT AFFECT THE FUTURE DELIVERY OF EDUCATION PROGRAMS.

THE COLLEGE IS HEREBY AUTHORIZED BY THE BOARD TO GRANT TO SAANICH A STATUTORY RIGHT OF WAY SUBJECT TO THE TERMS AND CONDITIONS CONTAINED IN THE CHARGE DOCUMENT NOW PRESENTED TO THE BOARD AND

ATTACHED TO THIS RESOLUTION OVER THAT AREA LOCATED WITHIN LOT 2, SECTION 96, LAKE DISTRICT, PLAN VIP68477 IDENTIFIED IN SCHEDULE A TO THE CHARGE DOCUMENT, AND FOR THESE PURPOSES, IAN TOL, EXECUTIVE DIRECTOR OF FACILITIES SERVICES & CAMPUS DEVELOPMENT IS AUTHORIZED TO EXECUTE AND DELIVERY THE STATUTORY RIGHT OF WAY TO SAANICH ON BEHALF OF THE COLLEGE.

CARRIED

3. Finance Committee

i) The minutes from the April 3, 2023, meeting were included in the agenda package.

4. Governance Policy Review Committee

i) The minutes from the April 18, 2023, meeting were included in the agenda package.

ii) Monty Bryant, Chair, Governance Policy Review Committee, gave a report on the May 10, 2023, meeting. A lot of time went into developing the Board Operations By-Law. It has gone through a legal review and a review by the Education Policy department.

a.) New: G-1.3 Board Operations By-Law; and Rescind G-1.3 Board Decision Making Policy

MOTION

THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS APPROVE THE NEW 'G-1.3 BOARD OPERATIONS BY-LAW', AND RESCIND THE 'G-1.3 BOARD DECISION MAKING POLICY' WHICH IT IS REPLACING.

CARRIED

b.) Revision: G-1.8 Board Out-Of-Pocket Expenses

MOTION

THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS APPROVE THE REVISIONS TO 'G-1.8 BOARD OUT-OF-POCKET EXPENSES' AS INDICATED.

CARRIED

c.) Revision: G-1.7.1 Process for Appeal of Suspension from College

MOTION

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

CARRIED

d.) Sunset Ad Hoc Governance Policy Review Committee

MOTION

THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS APPROVE THE DISSOLUTION OF THE AD HOC GOVERNANCE POLICY REVIEW COMMITTEE AS THE REVIEW IS COMPLETE.

CARRIED

V APPROVAL OF THE MINUTES

The minutes of the May 15, 2023, meeting were approved as distributed.

VI NEW BUSINESS

1. Institutional Accountability Plan & Report 2022/23

Rodney Porter, Executive Director, Communications and Marketing, reported that every year, each of the 25 public post-secondary institutions in B.C. are required to submit Institutional Accountability Plans and Reports to the Ministry of Post-Secondary Education and Future Skills. It is due on July 14, 2023. The report includes the college's goals, objectives and performance measure results preceded by contextual information to showcase the service we are providing to students and communities. The benchmarks are predetermined by the province. There is some missing data which the Ministry will give us. It will be included once it arrives. The theme is doing good work together which is part of our Strategic Plan. The student satisfaction with education results dropped since 2020/21, which is a Province-wide trend. The report covers April 1, 2022, to March 31, 2023.

MOTION

THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS APPROVE THE DRAFT 2022/2023 INSTITUTIONAL ACCOUNTABILITY PLAN AND REPORT AND AUTHORISE THE BOARD EXECUTIVE COMMITTEE TO APPROVE THE FINAL VERSION ONCE THE DATA IS COMPLETE.

CARRIED

2. Indigenization at the Board Table

Tanya Clarmont, Vice Chair, noted that Urban Indigenous populations do not live on their ancestral homelands. Urban Indigenous communities are a rich multicultural landscape. There are First Nations, Métis Nation and the Inuit. Reserves are surrounded by urban space. In Victoria, 85% of the Indigenous population are urban, so do not get support from their own nation's services. Nationally, the urban population is 65% and in BC 80% are urban. They left their territories for different reasons: empowered choice; circumstances of force; escape; and multigenerational colonial impacts.

The Friendship Centres are the largest network of urban Indigenous service providing agencies in Canada. They began in the 1950s. There are 120 in Canada and 25 in BC. Each is autonomous and responds to their own community's needs. Indigenous peoples are subdivided by false external jurisdictions: on and off reserve; status or non-status; and the four levels of government. Many from the 60s scoop do not know where they are from. First Nations and Métis Nation are resourced by government to participate in ongoing engagement and have dedicated people to liaise. There is no functioning urban Indigenous group. A network of urban voices at the grassroots, regional, provincial and national levels is needed.

3. Election of the Chair August 1, 2023, to July 31, 2024

Deborah Huelscher, VP Administration and CFO, declared the election for the Chair of the Board of Governors open and called for nominations. At the May Board meeting Monty Bryant nominated Tanya Clarmont. No other nominations were put forward and Tanya Clarmont was acclaimed Chair for the period of August 1, 2023, to July 31, 2024.

4. Farewell to Departing Board Members

Monty Bryant noted that Greg Atkins, Kyle Jones, and Karen Young will finish their terms on July 31, 2023. Greg Atkins did not accept the renewal of his appointment. Monty thanked Greg for his work on the Finance Committee, and thanked Kyle and Karen for their time and insights. Lane Trotter thanked Monty Bryant for all he did during his three years as Chair.

VII ADJOURNMENT

The meeting was adjourned at 6:15 pm.

Monty Bryant, Chair

Date

Heather Martin, Executive Assistant