



BOARD OF GOVERNORS

REGULAR MEETING MINUTES

MEETING: Monday, February 5, 2024
TIME: 5:00 pm
LOCATION: LACC 321, Interurban Campus
ONLINE: Teams

BOARD MEMBERS:

Tanya Clarmont, Chair
Bijan Ahmadi
Jeremy Burgess
Joanne Cumberland
Logan Hudson
Lindsay Kearns
Brenda McBain
Jagjeet Singh
Lane Trotter, President
Al van Akker

REGRETS: Monty Bryant
Shane Hartman
Ruth Mojeed Ramirez
Mike Stubbing

ADMINISTRATION:

John Boraas, Provost & VP Education & Innovation
John D'Agnolo, Exec. Dir., Human Resources
Deborah Huelscher, VP Administration & CFO
Jody Kitts, Dir., Advancement & Alumni Engagement
Rodney Porter, Exec. Dir., Communications & Marketing
Jen Stone, Exec. Dir., Strategy, Planning & Transformation
Richard Stride, Acting VP Enrolment & Community
Engagement

GUEST: Rashed Al-Haque, Assoc. Dir., Policy Development & Planning

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 as distributed.

III OATH OF OFFICE

1. Jeremy Burgess

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

Tanya Clarmont, Chair, noted all the regular Board meetings are open to the public. Today we welcomed these guests on Teams: Sandra Bannikoff, Arts & Science; Michel Turcotte, CCSS; and Lynelle Yutani, CCFA. Lane Trotter and Tanya met several times for planning and updates. The Board members were invited by the Victoria Chapter of the Chartered Professional Accountants

(CPA) BC to attend the annual Lunar New Year dinner and auction which supports the CPA Award in Accounting at Camosun College. Thank you to Lindsay Kearns and Mike Stubbing for representing the Board. The Board of Governors' 'Award for Innovative College Partnerships – 2024' is coming up soon on March 6. The recipient is Josai International University.

2. President's Report

Lane Trotter, President, attended the 75th Indian Republic Day event in Vancouver on January 26. On January 29 he attended an on-line meeting with the Ministry and the PSI Presidents and Sector Associations regarding the IRCC cap on international student visas. On January 31 Lane was interviewed by Al Ferraby of CFAX radio regarding the IRCC cap. On January 31 he joined Kevin Hall, President of UVic and Bruce Williams, President of the Victoria Chamber of Commerce, for a Chamber Vodcast on co-op opportunities at Camosun and UVic. Lane was delighted to be joined by two former co-op students, one from Camosun and one from UVic, for the discussion. On February 5 he met with the Presidents of the CCFA, CUPE 2081, BCGEU, and the Camosun College Student Society to give them an update on the IRCC cap. On February 5, Lane attended a meeting hosted by the Victoria Chamber of Commerce with Consul General Jim de Hart. Other attendees were local business and community leaders.

Selena Robinson left the position of Minister of Post-Secondary Education and Future Skills and will be replaced by an Interim Minister, Brenda Bailey, who is currently Minister of Jobs, Economic Development, and Innovation.

3. Foundation

Jody Kitts, Director, Advancement & Alumni Engagement, reported the Foundation finished its fiscal year on December 31, 2023. Advancement brought in just under \$3.1 million. 30% went into the endowment, while 70% is for annual programs and awards. It will be disbursed to the college during 2024. The Foundation now has four active committees that are meeting regularly. Jeety Bhalla, Chair, and Jody met with a prospective new board member last week and will be meeting with another next week. The strategy is to ensure diversity on the board, and succession planning for various skills and experience.

4. Education Council

Bijan Ahmadi, Education Council Chair, noted the minutes from the November 15, 2023, meeting were included in the agenda package. Bijan went over the highlights of the December 13, 2023, meeting, which included curriculum approval. The Bachelor for Social Responsibility is currently with DQAB for review. Heather del Villano is the Interim Chair of the Integrated Curriculum Committee. The Centre for Excellence in Teaching and Learning (CETL) provided an overview on leading practices in curriculum. The January 17 meeting was cancelled due to the weather.

5. Pacific Institute for Sport Education (PISE)

Brenda McBain, PISE Board of Directors, noted they met on December 14, 2023. They received a Strategic update. The budget will be approved at the February meeting. It is expected that they will end the year with a small surplus which will be used to make replacement purchases. Victoria's Vital Signs has a photo of the PISE youth program on its cover. There have been ongoing discussions between Camosun College and PISE on how the space will be used when Pacific Sport moves to UVIC. There may be space for Camosun teaching labs on the second floor. No capital expansion will be needed in the near future.

V BOARD COMMITTEE REPORTS

1. Executive Committee

Tanya Clarmont, Chair, Executive Committee, noted they met on January 29 for an update on the Immigration, Refugees and Citizenship Canada (IRCC) cap on international students. The committee looked at Lane Trotter's review of his goals for 2023 and his goals for 2024.

i) President's Goals: Review of 2023

Lane Trotter provided a review of the outcomes of his goals from 2023. The goals were presented with a heat map to show 'achieved', 'ongoing', 'partially achieved', and 'not achieved'. The 2023-2028 Strategic Plan finished its first year. The Strategic Plan metrics and measurements were established and will be used for the next five years. Strategic Enrolment Management and Signature Student Learning Experience are moving forward. Camosun Innovates was recognised when Camosun made the list of the top 50 research colleges in the country. We are continuing work on Phase Two of the Truth and Reconciliation response. A Director was hired for EDI, and we are moving forward on PLAR depending on resources. A deficit of \$7.3M was turned around, and a small surplus was achieved by year-end. The Westshore campus was delayed until September 2025, but the work continues with Royal Roads and UVIC. We are working with a consultant on opportunities for the film studio.

MOTION

THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS APPROVE THE UPDATE ON THE PRESIDENT'S GOALS FOR 2023.

CARRIED

ii) President's Goals: Goals for 2024

Lane Trotter provided his goals for the coming year. Some of the goals are continuations from the previous as they are ongoing. The Strategic Plan items include SEM and the Signature Student Learning Experience. Lane will add PLAR to SEM under "continuing to enhance domestic recruitment". Under Truth & Reconciliation, Lane will add "Including but not limited to" the line "Continue building relationships with." EDI, Sustainability, Community Relationships, and Succession Planning are the remaining priorities.

MOTION

THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS APPROVE THE PRESIDENT'S GOALS FOR 2024 AS AMENDED.

CARRIED

2. Finance Committee

- i) The minutes from the October 30, 2023, meeting were included in the agenda package.
- ii) Tanya Clarmont gave a report on the January 29, 2024, Finance Committee meeting on behalf of Mike Stubbing. The Finance Committee met on January 29. The first three quarters of the year saw a positive balance of \$3.285M against a budgeted deficit of (\$5.213M) resulting in a positive variance of \$8.498M on December 31. Domestic enrolment has declined slightly. There are only three months remaining, so if we stay on track, the forecast to March 31, 2024, is a surplus of \$3.312M. The Committee

received an update on the Immigration, Refugees and Citizenship Canada (IRCC) cap on international students.

a. Immigration, Refugees, and Citizenship Canada (IRCC) Update

Lane Trotter noted that on January 22, 2024, the Federal government announced that effective as at that date, they would be changing the Canada Study visa program and that all new admissions would be stopped until March 31, 2024, when a new cap would come into effect.

As of this point in time this is what we know:

- A two-year cap has been placed on international student admissions, which could see a 35% reduction of new study visas this (2024) year.
- This applies to new students not existing students who are already in Canada.
- The cap is set to the number of approved visas already in place for 2022 which is approximately 364,000.
- We had 48 students approved prior.
- Each province has different levels of international students.
- The cap will mean some provinces can increase the number they have, others such as Ontario, BC, NS and NB will have to reduce their intake.
- The cap will be allocated by province proportionate to population, so BC's share would be about 50K.
- At this point, the allocation of the 50K to each post-secondary institution is unknown including what is Camosun's allocation. This is for the calendar year 2024.
- Work permits will only be available for the spouses of students enrolled in graduate programs, as well as professional programs such as medicine and law.
- There will be an increase in the amount of money foreign students must show they have access to in order to receive a visa. This year visas will only be issued to students who can show they have \$20,000, up from \$10,000 in the previous year.
- Moving forward post March 31, 2024, each province must have implemented an attestation process for every single student by institution.
- All new international students coming to Canada must have this letter of attestation from the province related specifically to the institution they intend to attend as part of their application for a visa or it will not be processed. This is similar to what Quebec already does.
- We hope to know how many seats go to Camosun in the next few weeks but do not know a date yet.
- Our Ministry is actively working with the Federal Government on this to resolve the many unknowns and is working with the 25 public PSIs.
- The College is doing scenario planning to look at the potential impact this will have on our financial sustainability. CET is working on the planning.
- There are upcoming meetings set up with our stakeholders to advise them on the federal government decision.
- As more information becomes available the Board and all stakeholders will be informed.

VI APPROVAL OF THE MINUTES

The minutes of the December 4, 2023, meeting were approved as distributed.

VII NEW BUSINESS

1. Strategic Plan Update Report 2024

Jen Stone, Executive Director, Strategy, Planning and Transformation, provided an overview of the Year One, 2023, update on the Strategic Plan. In October we developed a tool to gather and collect the progress measures from across the college. There are seventy progress measures which include data-based measures with focus on tracking numbers and percentages, as well as projects and action-based measures. The template can be used for the next five years. Since December we compiled and streamlined the information received to create the final report. The Board will receive an update report on the Strategic Plan every February. Jen Stone acknowledged all the people from across the college who worked so hard on the Year One report: Deans, Directors, subject matter experts, schools, divisions, and departments.

Rashed Al-Haque, Associate Director, Policy Development and Planning, noted the goal was to create a baseline in year one to establish where we are. We will continue to collect evidence over the next five years. Gold, green, and red circles on the goals indicate whether it is 'on track', 'completed', or 'not started yet'.

Rashed and Jen reviewed the highlights from the six paddles as they appear in the update report: Strengthening the Camosun Advantage; ÍY, CÁNEUEL OL: Doing Good Work Together; Responding to Community Needs; Rising to the Challenges of Climate Change; Honouring Indigenous Resurgence; and Advancing Social Justice, Equity, Diversity, and Inclusion.

MOTION

THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS ACCEPT THE STRATEGIC PLAN UPDATE REPORT 2024.

CARRIED

VIII ADJOURNMENT

The meeting was adjourned at 6:58 pm.

Tanya Clarmont, Chair

Date

Heather Martin, Executive Assistant