



BOARD OF GOVERNORS

REGULAR MEETING AGENDA

MEETING: Monday, March 3, 2025
TIME: 5:00 pm
LOCATION: Paul 216, Lansdowne Campus
ONLINE: Teams

BOARD MEMBERS:

Tanya Clarmont, Chair
 Bijan Ahmadi
 Monty Bryant, Past Chair
 Jeremy Burgess
 Joanne Cumberland
 Shane Hartman
 Sean Leyland
 Lindsay Kearns, Vice Chair
 Brenda McBain
 Ruth Mojeed Ramirez
 Prince Solanki
 Mike Stubbing, Treasurer
 Lane Trotter, President
 Al van Akker

ADMINISTRATION:

John D’Agnolo, Exec. Dir., Human Resources
 Deborah Huelscher, VP Administration & CFO
 Jen Stone, Exec. Dir., Strategy, Planning & Transformation
 Richard Stride, Acting Provost & VP Education & Innovation

GUEST: Pari Johnston, President & CEO, Colleges & Institutes
 Canada (CICan)

REGRETS: Rodney Porter, Exec. Dir., Communications &
 Marketing

EXECUTIVE ASSISTANT: Naomi Poeschek

Camosun College respectfully acknowledges that our campuses are situated on the territories of the Ləkʷəŋən (Songhees and Kosapsum) and WSÁNEĆ peoples. We honour their knowledge and welcome to all students who seek education here.

	I, A, D	Page
I. CALL TO ORDER		
II. APPROVAL OF THE AGENDA		
III. BOARD MEMBER REPORTS		
1. Chair’s Report [5 min] (Tanya Clarmont)	I	no attachment
2. President’s Report [5 min] (Lane Trotter)	I	attachment 3
3. Foundation [5 min] (Joanne Cumberland)	I	no attachment
4. Education Council [5 min] (Bijan Ahmadi/Monty Bryant)		
i) Minutes of the December 11, 2024 and January 22, 2025 meetings	I	attachment 4
5. Pacific Institute for Sport Education [5 min] (Jeremy Burgess)	I	no attachment

PAGE

IV. BOARD COMMITTEE REPORTS

1. Executive Committee

i) Report from the February 18, 2025, meeting [10 min] (Tanya Clarmont) I no attachment

2. Finance Committee

ii) Budget Update [5 min] (Mike Stubbing) I no attachment

3. Cybersecurity Sub-Committee

i) Report from the February 18, 2025, meeting [5 min] (Lindsay Kearns) I no attachment

V. APPROVAL OF THE MINUTES

Minutes of the February 3, 2025 meeting [2 min] (Tanya Clarmont) I attachment 12

VI. NEW BUSINESS

1. Federal International Student Reforms [20 minutes] (Pari Johnston) I no attachment

VII. ADJOURNMENT

- I Information
- A Advice
- D Requires a decision



Board of Governors

SUBMITTED BY: Lane Trotter, President

DATE: March 3, 2025

TOPIC: President's Report: February 4 – March 3, 2025

1. Meetings with External Community

On February 12th I was interviewed by Jason D'Souza of CBC Radio to discuss the college's budget situation and international student enrolments.

On February 13th I was interviewed by Ryan Price of CFX Radio to discuss the college's budget situation and international student enrolments.

On February 13th Deborah Huelscher and I attended a virtual meeting regarding progress on the West Shore campus. The meeting was attended by Camosun, Royal Roads, UVic, School District 62 and the Justice Institute of BC.

2. Meetings with Internal Community

On February 18th I participated in the New Employee Welcome event at the Interurban campus.

On February 18th, Richard Stride and I participated in the School of Health and Human Services virtual town hall meeting.



APPROVED Minutes

REGULAR MEETING

Wednesday, Dec 11, 2024

4:00 - 6:00 pm

P216, LACC 321, MS Teams

Present

Voting Members

- | | |
|---|-----------------------------------|
| 1. Alexis Martfeld, Faculty | 9. John Boraas, Administration |
| 2. Andrea Kucherawy, Support Staff (Vice-Chair) | 10. Lois Fernyhough, Faculty |
| 3. Ayush Gujjar, Student | 11. Mark Fournier, Faculty |
| 4. Bijan Ahmadi, Faculty (Chair) | 12. Michael Liu, Faculty |
| 5. Courtney Neidig, Faculty | 13. Nicholas Read, Faculty |
| 6. Derek Murray, Faculty | 14. Scott Harris, Administration |
| 7. Heather del Villano, Administration | 15. Steven Rumpel, Administration |
| 8. Ivy Bell, Student | 16. Tia Primrose, Support Staff |

Non-Voting Members

Christopher Avis, Interim ICC Chair	TBA, Indigenization Coordinator
Lane Trotter, President	

Guests: Peter Moroney, Director, Education Policy & Planning; Richard Stride, Acting Vice-President, Enrolment and Community Engagement; Jen Stone, Executive Director, Strategy, Planning & Transformation; Rashed Al-Haque, Associate Director, Policy Development and Planning; Rob Thompson, Ombudsperson; Cuma Yilmaz, T&T Faculty

Regrets/Absent: Monty Bryant, Scott Harris, Isabel Grondin, Blair Fisher, Richard Doucet, Purav Yashpal

ITEM	PRESENTER
<p>A. CALL TO ORDER AND DECLARATION OF QUORUM</p> <p>The regular meeting was called to order at 4:05 pm. Quorum was reached.</p>	Bijan Ahmadi
<p>B. ACKNOWLEDGEMENT OF COAST SALISH TERRITORY</p> <p><i>Camosun College campuses are located on the traditional territories of the Lək̓ʷəŋən and WSÁNEĆ 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></i></p>	Bijan Ahmadi

ITEM	PRESENTER
<p>C. CHECK-IN Bijan welcomed the Council and guests to the meeting and provided members an opportunity to share any School, unit, or personal updates that they had.</p>	Bijan Ahmadi
<p>D. ACCEPTANCE OF AGENDA The agenda for Dec 11, 2024 was approved by unanimous consent.</p>	Bijan Ahmadi
<p>E. MINUTES FOR APPROVAL The minutes for the Nov 20, 2024 meeting were approved by unanimous consent.</p>	Bijan Ahmadi
F. REPORTS	
<p>1. Education Council Chair Bijan recognized the guests attending the meeting. He reported that he requested from the Camosun College Student Society to see if there was a student available to step in to the vacant seat in an interim way (under the framework of the EdCo Bylaws). A student hasn't been found yet and the search will continue. Bijan met with the Indigenous Leadership Council regarding the voting membership position on Education Council. They are developing a framework for what that position looks like and how we can support Indigenous governance within that position.</p>	Bijan Ahmadi
<p>2. Provost and VP Education and Innovation John commented on Camosun remaining as a force in the community and in support of advancing social and economic mobility for the community. Difficult work is occurring, and he noted that Camosun's spirit always comes through. He is proud to work with everyone and the work we are doing as a college, and he thanked everyone for their generosity of spirit. He added that he has never seen Education Council and the Education Approvals process work more effectively at the college. The role of ICC, the work of the FCLs and the way that EdCo has interacted with that has created the supportive model of educational development we wanted at the College. He honoured the good work that is being done together.</p>	John Boraas
<p>3. Board Member Bijan reported that the Board met on December 2. Michal Jaworski led conversation around the role of the board regarding the College and Institute Act and the other statutes that lean into what the roles and responsibilities of college governance are. The Foundation reported a significant amount of money raised on Giving Tuesday. Heather Martin, Executive Assistant to the Board, was celebrated regarding her upcoming retirement.</p>	Bijan Ahmadi for Dr. Monty Bryant

ITEM	PRESENTER
Lane noted the work the Board had asked to be done regarding Education Council Policy Standards to align practices with what our peer institutions are doing. Jen, Peter, and Rashed are presenting on this.	
G. COMMITTEE REPORTS	
<p data-bbox="277 480 894 512">Education Council Policy and Standards Committee</p> <p data-bbox="277 522 1235 695">Pete reported that the committee met on November 29 and discussed the Policy Framework. There was considerable discussion on the clause that addresses respect for Indigenous laws and traditions and what that statement means, and perceptions about what it means to “respect”. Some of that language has been revised and is still open to feedback.</p>	Peter Moroney
H. INTEGRATED CURRICULUM COMMITTEE REPORT	

Regular Curriculum for Approval

Whereas: The Integrated Curriculum Committee has reviewed and had consensus to recommend full approval of the following curriculum:

HHS – COMMUNITY FAMILY CHILD STUDIES

[Education Assistant and Community Support \(Certificate\)](#)

[CSEA 110](#)

[CSEA 111](#)

[CSEA 112](#)

[CSEA 115](#)

[CSEA 160](#)

[CSEA 175](#)

[EDUC 116](#)

[EDUC 140](#)

[EDUC 150](#)

HHS – CONTINUING CARE

[Health Care Assistant \(Cert\)](#)

[Health Care Assistant - ESL \(Cert\)](#)

[Health Care Assistant - Indigenous \(Cert\)](#)

CO-OP T&T/MECHANICAL ENGINEERING

[Engineering Graphics Technician \(Cert\)](#)

A&S - MUSIC

[MUSC 190](#)

ITEM	PRESENTER
<p>Motion: That Education Council approves changes to the curriculum as submitted:</p> <p style="text-align: right;">Moved by: Heather Del Villano Seconded by: Courtney Neidig Motion Carried</p>	
<p>I. DRAFT POLICY FRAMEWORK FOR CONSULTATION</p> <p>Jennifer provided context for the revisions to the Policy Framework. She noted that one of the significant changes proposed and are working with the Board on, is a Board delegated authority for the President to be able to approve operational policies. The other item being looked at is redefining how we use directives and what they are used for at the College.</p> <p>Rashed provided details on the proposed changes, including updating the definition of what a directive is and how the language was modified to reflect the support for Indigenization within this policy. Pete acknowledged that the Board bylaws will be changing as well to specifically delegate approval of operational policy.</p> <p>Council members acknowledged the great work done and had no questions or concerns. Peter added that if anyone has questions or concerns after reviewing the provided context and documents, they should feel free to reach out to him or Rashed. This will be going to the Board on February 3, 2025.</p>	<p>Jennifer Stone Peter Moroney Rashed Al-Haque</p>
<p>J. ATTENDANCE AT EDUCATION COUNCIL</p> <p>Bijan provided the Council context around attendance expectations at meetings as are outlined in the Education Council Bylaws. He informed the Council that he is vacating the student seat of Purav Yashpal who has neglected to attend any of the meetings this term.</p> <p>Bijan will inform Yashpal and the CCSS of this decision, and he will contact the Camosun College Student Society to extend the search for student representation for the next term.</p>	<p>Bijan Ahmadi</p>
<p>K. ADJOURNMENT</p> <p>The meeting adjourned at 4:58 pm.</p>	<p>Bijan Ahmadi</p>



APPROVED Minutes

REGULAR MEETING

Wednesday, Jan 22, 2025

4:00 - 6:00 pm

P216, LACC 321, MS Teams

Present

Voting Members

- | | |
|---|-----------------------------------|
| 1. Alexis Martfeld, Faculty | 10. John Boraas, Administration |
| 2. Andrea Kucherawy, Support Staff (Vice-Chair) | 11. Lois Fernyhough, Faculty |
| 3. Ayush Gujjar, Student | 12. Mark Fournier, Faculty |
| 4. Bijan Ahmadi, Faculty (Chair) | 13. Michael Liu, Faculty |
| 5. Courtney Neidig, Faculty | 14. Nicholas Read, Faculty |
| 6. Derek Murray, Faculty | 15. Scott Harris, Administration |
| 7. Heather del Villano, Administration | 16. Steven Rumpel, Administration |
| 8. Isabel Grondin, Faculty | 17. Tia Primrose, Support Staff |
| 9. Ivy Bell, Student | |

Non-Voting Members

- | | |
|--------------------------------------|---------------------------------|
| Christopher Avis, Interim ICC Chair | Lane Trotter, President |
| Dr. Monty Bryant, Board of Governors | TBA, Indigenization Coordinator |

Guests: Richard Stride, Acting Provost, VP Education and Innovation; Peter Moroney, Director, Education Policy & Planning; Rashed Al-Haque, Associate Director, Policy Development and Planning; Liisa Robinson, Manager, Counselling and Student Wellness; Rob Thompson, Ombudsperson; Todd Ormiston, Director, Eyē? Sqá'lewen; Richard Doucet, Eyē? Sqá'lewen; Cuma Yilmaz, T&T Faculty; Talhia Plourde, Student

Regrets/Absent:

ITEM	PRESENTER
<p>A. CALL TO ORDER AND DECLARATION OF QUORUM</p> <p>The regular meeting was called to order at 4:01 pm. Quorum was reached.</p>	Bijan Ahmadi
<p>B. ACKNOWLEDGEMENT OF COAST SALISH TERRITORY</p> <p><i>Camosun College campuses are located on the traditional territories of the Lək'wəḡən and WSÁNEĆ 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></i></p>	Bijan Ahmadi

ITEM	PRESENTER
<p>C. CHECK-IN Bijan welcomed the Council to the meeting and provided members an opportunity to share any School, unit, or personal updates that they had.</p>	Bijan Ahmadi
<p>D. ACCEPTANCE OF AGENDA The agenda for Jan 22, 2025 was approved by unanimous consent.</p>	Bijan Ahmadi
<p>E. MINUTES FOR APPROVAL The minutes for the Dec 11, 2024 meeting were approved by unanimous consent.</p>	Bijan Ahmadi
F. REPORTS	
<p>1. Education Council Chair</p> <p>Bijan recognized the guests attending the meeting. He reminded Council members of the upcoming election and that there are seven faculty seats, 4 student seats, and two support staff seats with a term of August 1, 2025, to July 31 (of the various years) available. The nomination period is March 2-15, with a voting period in April.</p> <p>Bijan updated Council on the potential changes to the EdCo Bylaws. He liaised with Levi Glass, Chair of the Leadership Council of Eyē? Sqâ'lewen, and they have developed a framework that they are working through for approval within their unit, for finding an Indigenous voting member for Council. Information on this will be brought forward to Council for review/discussion and then voting, with thirty days notice of changes to the Bylaws provided. It is hopeful that something will be brought forward by Eyē? Sqâ'lewen for discussion next month.</p> <p>Bijan highlighted Camosun's commitment to excellence in educational quality assurance. Full notes attached.</p>	Bijan Ahmadi
<p>2. Provost and VP Education and Innovation</p> <p>John noted that Friday is his last day at the College and has been a member of Education Council for the last 24 years. In response to other member's earlier statements, he indicated that internal discussions between CETL and the new Provost/VP Education will be had to clarify what the reductions look like.</p> <p>He expressed that it has been his pleasure, and that in his time on EdCo it is working better than he has ever seen it before. He stated that the goal must be to continue to support excellence and best possible practice, in what is the most difficult time he has experienced at the College.</p> <p>Richard Stride thanked John for his many years of support for education and education development/reform, and the quality assurance pieces he has supported. He acknowledged the large role he must fill and appreciates difficult and challenging times he is facing. He committed to speaking to, listening to, and acting upon the items that are in the best interest of the</p>	John Boraas Richard Stride

ITEM	PRESENTER
College and the education that we provide. He is cognizant of the challenges ahead and is looking forward to working with everyone in his new role.	
3. Board Member	Dr. Monty Bryant
Monty reported that the Board hasn't met since the last EdCo meeting and wished everyone a happy new year. On behalf of the Board, he thanked John for his contributions and impacts.	
G. COMMITTEE REPORTS	
Education Council Policy and Standards Committee	Peter Moroney
Pete reported that the committee last met in November and will be meeting on January 31. He noted that the Involuntary Health and Safety Withdrawal Policy is coming forward today and reminded Council that this was reviewed last February and again last October.	
Pete invited any Council members who are potentially interested in joining the Committee to attend any of the upcoming meetings as a guest.	
H. INTEGRATED CURRICULUM COMMITTEE REPORT	
Christopher Avis	

Regular Curriculum for Approval

Whereas: The Integrated Curriculum Committee has reviewed and had consensus to recommend full approval of the following curriculum:

EYĒ? SQĀ'LEWEN – INDIGENOUS STUDIES

[Ways of Indigenous Leadership and Learning \(Advanced Certificate\)](#)

[IST 230](#)

[IST 300](#)

[IST 301](#)

[IST 302](#)

[IST 304](#)

[IST 307](#)

[IST 308](#)

[IST 309](#)

[IST 250](#)

Motion:

That Education Council approves changes to the curriculum as submitted:

Moved by: Isabel Grondin

Seconded by: Courtney Neidig

Motion Carried

ITEM	PRESENTER
<p>I. POLICY FOR APPROVAL Policy Revision for Approval - Involuntary Health and Safety Withdrawal</p>	<p>Peter Moroney Rashed Al-Haque Liisa Robinson</p>
<p>Rashed and Liisa provided a summary of the policy and the framework for the updates and responded to questions from the Council.</p>	
<p>Motion: That Education Council approves the Involuntary Health and Safety Withdrawal Policy.</p> <p style="text-align: right;">Moved by: Mark Fournier Seconded by: Blair Fisher Motion Carried</p>	
<p>J. MOTION - ELECTION FOR INTERIM STUDENT REPRESENTATIVE</p>	<p>Bijan Ahmadi</p>
<p>Motion: That Education Council approves to elect the interim student representative, Talhia Plourde, from February 2025 – July 31, 2025.</p> <p style="text-align: right;">Moved by: Heather del Villano Seconded by: Isabel Grondin Motion Carried</p>	
<p>K. THANKS TO JOHN BORAAS</p>	<p>Bijan Ahmadi</p>
<p>Bijan expressed his gratitude for John’s contributions to Camosun and Education Council, along with well wishes for him in his retirement.</p>	
<p>L. ADJOURNMENT</p>	<p>Bijan Ahmadi</p>
<p>The meeting adjourned at 5:14 pm.</p>	



BOARD OF GOVERNORS

REGULAR MEETING MINUTES

MEETING: Monday, February 3, 2025
TIME: 5:00 pm
ONLINE: Teams

BOARD MEMBERS:

Tanya Clarmont, Chair
 Bijan Ahmadi
 Monty Bryant, Past Chair
 Joanne Cumberland
 Sean Leyland
 Brenda McBain
 Prince Solanki
 Mike Stubbing
 Lane Trotter, President
 Al van Akker

REGRETS: Jeremy Burgess, Lindsay Kearns,
 Shane Hartman, Ruth Mojeed Ramirez

ADMINISTRATION:

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
 Richard Stride, Acting Provost & VP Education & Innovation
 Geoff Wilmshurst, VP Enrolment & Community Engagement

GUESTS:

Rashed Al-Haque, Assoc. Dir., Policy Development & Planning
 Peter Moroney, Dir., College Planning & Policy
 Scott Harris, Registrar
 Christiaan Bernard, Exec. Dir., Camosun International

EXECUTIVE ASSISTANT: Naomi Poeschek

The meeting was opened with the Acknowledgement of the Territory.

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, with item VI 3) deferred to the March meeting.

III BOARD MEMBER REPORTS

1. Chair’s Report

Tanya Clarmont, Chair, recognized Naomi Poeschek as the Board’s new Executive Assistant. Tanya noted all the regular Board meetings are open to the public and welcomed the guests on Teams. Tanya and Lane Trotter met several times for planning and updates.

On December 3, 2024, Lindsay Kearns brought a welcome to the announcement of the renaming of the Centre for Trades Education and Innovation Building to the Bhalla Centre for Trades Education and Innovation. Jeety Bhalla and family entrusted a gift of \$1M to Camosun.

An update was received from Scott Borland, Cygnus Consultants on January 9, 2025 regarding the President's 360 review process. Scott is currently developing materials for the survey/interviews, key competencies and selection of respondents. He will arrange a meeting in early February to review the work plan and associated materials.

a) **Mandate letter to Minister Anne Kang from the Premier**

Lane Trotter, President noted that the 2025/2026 Government Mandate Letter was received on January 16, 2025 as written by Premier David Eby to Minister of Post-Secondary Education and Future Skills, Anne Kang, outlining the Premier's expectations of the Minister. Previously, the Government has requested endorsement of the mandate by the Board which has been completed by the Board Chair on the Board's behalf.

MOTION

THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS ACCEPT THE TERMS OF THE 2025/2026 GOVERNMENT MANDATE LETTER AS WIRTTEN BY PREMIER EBY TO MINISTER KANG AND AUTHROIZE THE BOARD CHAIR TO SIGN ON BEHALF OF THE BOARD, IF REQUESTED.

CARRIED

2. President's Report

Lane Trotter shared that on January 23, he and Todd Ormiston attended the Westshore Campus Indigenous Advisory Committee, along with their counterparts from UVic and Royal Roads. They discussed programming, student supports and creating a regular meeting for this group.

On January 30, Lane attended the Vibrant Communities event which was hosted by Doane Grant Thornton LLP.

On January 30, the College Executive Team participated in a virtual Town Hall Meeting to update the college community on our current state, due to the impact of the federal government's decision regarding international students at our institution and every other post-secondary institution in the country.

3. Foundation

Joanne Cumberland, Foundation Liaison, noted that the committee has not met since the last meeting in December 2024.

Geoff Wilmshurst, Vice President Enrolment & Community Engagement, identified a record-breaking fiscal year end for the Foundation of \$4.65M, with an additional \$281K raised in the first month of 2025. The annual audit begins next week and there is an annual planning session on February 7, 2025. Camosun has been gifted \$1M from Highstreet Ventures to support bursaries for women in trades programs.

4. Education Council

Bijan Ahmadi, Chair, Education Council, noted the minutes from the November 20, 2024, meeting were included in the agenda package and that the December 11, 2024 minutes have also been approved and will be included in the next Board package. Bijan went over the highlights of the January 21, 2025 meeting which included review of the draft policy framework documents, as presented by SPT, as well as approval of the revised Health and Safety Withdrawal Policy. A new

student representative attended the meeting as a guest and was voted in as a member at the end of the Council meeting.

5. Pacific Institute for Sport Education (PISE)

Jeremy Burgess, PISE Liaison, sent regrets for this meeting. Lane Trotter reported that the PISE Board met before Christmas to identify Spring 2025 events that they will be fundraising for in the community. Some issues have been identified around reviewing the Strategic Plan. PISE continues to review and manage their budget very carefully.

IV BOARD COMMITTEE REPORTS

1. Executive Committee

a) Report from the January 20, 2025, meeting

Tanya Clarmont, Chair, Executive Committee, noted they met on January 20. On December 6 we submitted the Request for Appointment to the Crown Agencies and Board Resourcing Office (CABRO) for the turnover of appointments that take place on July 31, 2025. It included recommendations for candidates in the areas of Finance and Cybersecurity.

As directed, Strategy, Planning and Transformation (SPT) sought advice and feedback from Education Council to revise the Board Operations By-Law, Policy Framework and Policy Matrix to reflect the practices of similar sized BC colleges with the delegation of operational policies to the President. The recommendation to the Board is next on the agenda.

We received an overview of the newly created Board Monitoring Report for Student Success. This is the first time this report has been created for the Board, providing a comparison of Camosun with our peer institutions in BC. We reviewed Lane Trotter's goals for 2024 and considered his goals for 2025. Recommendations to the Board on each of these topics are coming up later in the agenda.

We discussed the topic for the next Learning about Camosun. An overview of Registration Systems and Enrollment will be presented later in the meeting, under New Business. We reviewed the Strategic Plan Update Report for Year Two which will be presented under the New Business section of the agenda. A recommendation to the Board will follow the presentation. We approved the agendas for today's meetings.

i) Board Operations By-Law, Policy Framework, and Policy Matrix

Jen Stone, Executive Director, Strategy, Planning & Transformation; Rashed Al-Haque, Associate Director, Policy Development and Planning; and Peter Moroney, Director, College Planning and Policy summarized the key changes to the documents as per the recommendations from Board Executive.

Joanne Cumberland identified concerns in removing operations approvals from the Board's oversight. It was suggested to table the current motion, and two subsequent motions, until the March 3, 2025 Board meeting.

MOTION

THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS TABLE THE MOTION [THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS APPROVE THE REVISIONS TO 'G-1.3 BOARD OPERATIONS BY-LAW'] UNTIL THE MARCH 3, 2025 BOARD MEETING.

CARRIED

ii) Board Monitoring Report Student Success

Jen Stone noted that the information in this report is internal to the College Central Data Warehouse (CDW) and uses data from other institutions which should not be shared. Jen presented an overview of the report, which analyzes patterns of change and emerging trends with regard to student outcomes data and credentials data. This report will be presented annually to the Board. Suggestions or feedback for what could be included in next year's report are welcome.

MOTION

THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS APPROVE THE BOARD MONITORING REPORT FOR STUDENT SUCCESS.

CARRIED

iii) President's Goals Review of 2024

Lane Trotter noted that a lot of goal related work shifted after the changes announced by the Federal government. It was clarified that the Board is considering the motion based on the document being historical and not a current document.

MOTION

THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS APPROVE THE UPDATE ON THE PRESIDENT'S GOALS FOR 2024.

CARRIED

iv) President's Goals for 2025

Lane Trotter noted that it might take longer to achieve some of these goals as we are now constrained in the resources available given the financial situation.

With regards to Goal # 4, Sustainability, Al Van Akker asked if the President and CET would be consulting with union groups on staffing changes. At Lane's request, John D'Agnolo noted that the college has met with unions re: workforce adjustments and will continue to collaborate with them. Richard Stride also shared that many meetings have been had with Deans, Directors, and their departments etc., trying to give agency to units that may be affected as to where they can find savings.

MOTION

THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS APPROVE THE PRESIDENT'S GOALS FOR 2025.

CARRIED

3. Finance Committee

- i) The minutes from the October 28, 2024, meeting were included in the agenda package.

- ii) Mike Stubbing, Chair, Finance Committee, gave a report on the January 27, 2025 meeting. We reviewed the financial results for the third quarter, to the end of December 2024. There was a deficit balance of just over \$4M against a budgeted deficit of \$5.4M for an overall positive variance of \$1.4M.

Base Operations revenue was \$4.6M higher than budget due to received grants. However, this is flow through revenue and does not offset the deficit. Expenses were higher than budget by \$4.2M. International tuition revenue was approximately \$2M lower than budget. Student enrollment numbers are declining at a much more accelerated rate, with a further loss of \$3.5M expected by the end of the fiscal year. These impacts will have a multi-year effect.

Mike Stubbing provided an update on Student Housing. The Finance Committee was able to provide members of the Student Housing Capital Project Steering Committee with feedback on what they would like to see in quarterly reports in order to provide informative updates to the Board.

V APPROVAL OF THE MINUTES

The minutes of the December 2, 2024, meeting were approved as distributed.

VI NEW BUSINESS

1. Learning About Camosun: Registration Systems and Enrollment

Scott Harris, Registrar noted that domestic enrollment has increased by 5% in Fall 2024 and by 6% in Winter 2025, surpassing expectations. This is largely attributed to CET investments in domestic recruitment capacity. Applications are also up by 17% for 2025F. A more deliberate approach is being taken for enrolment management and collaboration with Schools.

Christiaan Bernard, Executive Director, Camosun International identified that international student numbers are decreasing due in part to difficulties in getting students to come to Canada. Only about 20% of Canada's programs remain eligible for Post-Graduation Work Permits (PGWP). Overall, Camosun has seen a 21% drop in headcount between 2024W and 2025W, with admissions applications down by 63% from 2024F to 2025F.

2. Strategic Plan Update Report

Jen Stone identified that all information in this report is from 2024 – anything from January 2025 forward will be covered in the Year 3 report. There are 70 progress measures in the report that are updated every year.

Rashed Al-Haque, detailed the work that went into the report, including various meetings with people to look at targets, receiving updates on these targets, and compiling all received data into the current document. A baseline was established in Year One to allow for direct comparison.

MOTION

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

CARRIED

VII ADJOURNMENT

The meeting was adjourned at 6:55 pm.

Tanya Clarmont, Chair

Date

Naomi Poeschek, Executive Assistant