



## BOARD OF GOVERNORS

### REGULAR MEETING MINUTES

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

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**BOARD MEMBERS:**

Tanya Clarmont, Chair  
Bijan Ahmadi  
Jeremy Burgess  
Joanne Cumberland  
Shane Hartman  
Sean Leyland  
Lindsay Kearns  
Brenda McBain  
Ruth Mojeed Ramirez  
Prince Solanki  
Mike Stubbing  
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:** Monty Bryant, Rodney Porter, Exec. Dir., Communications & Marketing

**EXECUTIVE ASSISTANT:** Naomi Poeschek

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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 one change – a guest presentation under New Business was moved to the beginning of the meeting. No other changes to the agenda were made. Tanya noted all regular Board meetings are open to the public and welcomed the guests on Teams.

#### III BOARD MEMBER REPORTS

##### 1. Chair's Report

Tanya Clarmont, Chair, noted that she and Lane Trotter met several times for planning and updates. Several communications from the campus community were received and responded to following the February 3 Board meeting.

On February 11, Tanya and Lane met with Scott Borland, Cygnus Consultants, regarding the President's 360 review process. The selection of respondents for the online survey and interviews was completed and questions for both processes were finalized. The online survey will be sent to respondents the week of March 3, 2025. Interviews will be scheduled beginning the week of March 3, 2025 as well.

On February 20, the Victoria Chapter of the Chartered Professional Accountants of BC held their annual Lunar New Year dinner and auction event which supports the CPA Award in Accounting at Camosun College. It was a great success.

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

Lane Trotter, President, noted that he attended a meeting with the Presidents of BC Colleges today. Additional budget discussion will take place with the group tomorrow, where the provincial government's directions for funding will be shared.

Deborah Huelscher, VP Administration & CFO, responded to a question regarding the progress at the Westshore campus, noting that the building will be ready for occupancy in June, with classes to start in September. The province has confirmed the funding they will provide and financially the budget is on track. We should still be able to do what we were anticipating in terms of courses and potential dual credit. Partners have made some changes/modifications to their previous usage plans. The collaboration is between Camosun/UVic/RRU and the school district; the Justice Institute is involved but not a core member.

## **3. Foundation**

Joanne Cumberland, Foundation Liaison, noted that the Foundation Board met on February 27. Discussions were held in groups to work on developing the Foundation's Strategic Plan, which will be brought back to a future meeting to finalize. They also reviewed the list of students receiving bursaries: \$326K is being awarded in bursaries this year.

The Foundation's Strategic Plan is not directly influenced by the current budget and decreased numbers of international students as most bursaries are for domestic students. There is more focus on community engagement and fundraising, as well as creating more diversity within the Foundation Board to make it easier to reach out to more diverse community.

## **4. Education Council**

Bijan Ahmadi, Education Council Chair, noted the minutes from the December 11, 2024 and January 22, 2025, meetings were included in the agenda package. Bijan went over the highlights of the February 19, 2025 meeting, which included a conversation about recording meetings on Teams. Meetings had been recorded for note taking purposes prior to Teams. However, with the use of Teams, privacy must be considered and consent to being recorded should be ensured from all participants. This will be discussed further by the Council to form a policy/process.

The Council is still working through changes to their by-law. Curriculum changes were approved for Arts & Science, Math & Statistics and Trades. The Council welcomed a new student member, bringing them to the maximum student complement of four.

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

Jeremy Burgess, PISE Board of Directors, noted the PISE Board met on February 27. Overall review of Q3 was positive with a notable \$20K over budget. School programs are up and running. Adjustments are being made on what has and hasn't been working for revenue generation, with a focus on high performance areas and programs that sell well. A balanced budget is projected for the coming year. The Gift of Play campaign has raised \$450K of its \$500K goal. PISE has signed a four-year agreement with Olympic and Paralympic programs. A recently applied for grant would provide additional heating in the dome and increase its use. The restructuring process will be an adjustment period for PISE, but overall students in sports programs will still have access to PISE services until a new agreement is in place.

Jeremy noted that he attended the recent Culinaire event where Camosun had a large presence of students. This was an opportunity to interact with others in the industry, as well as good exposure for Camosun's program.

## **IV BOARD COMMITTEE REPORTS**

### **1. Executive Committee**

#### **i) Report from the February 18, 2025 meeting**

Tanya Clarmont, Chair, Executive Committee noted that the committee met on February 18. We discussed the proposed Policy Framework changes that were tabled at the February 3 Board meeting. The Committee is still gathering clarifying information before bringing this item back to the Board.

We discussed the increased communication with the college community, including weekly special CamNews updates from the President. Lane Trotter has also offered to meet directly with interested departments to answer questions and provide discussion opportunities.

We reviewed the annual Board Self Evaluation Tool. A self-evaluation survey will be sent to Board members at the beginning of May, followed by one-on-one interviews with Executive Committee members later that same month. Key results will be shared at the June Board meeting. We approved the agendas for today's meetings.

### **2. Finance Committee**

#### **i) Budget update**

Mike Stubbing, Chair, Finance Committee, provided an update to the Board and noted that the committee hasn't met since the last Board meeting. The 2025/26 budget will be reviewed at the April 7 Finance meeting. All Board members are requested to attend as this will be the opportunity to discuss and ask questions before the budget is voted on at the April 14 Board meeting.

He noted that it was a good time for all Board members to remind themselves of their roles and responsibilities prior to entering budgetary discussions. The Board and its members have a fiduciary – legal – responsibility that the College is managed well and is fiscally responsible.

He further reminded the Board of their Duty of Care and Duty of Loyalty as fiduciaries and that decisions must be made in the best interest of the College.

Mike indicated that College operating budget for 2024/25 was a \$180M in annual revenue, with the same being spent each year. We were budgeting for the 2024/25 year to have a \$1.6M surplus but are now anticipating ending the year with a \$3M deficit. The decline of international student numbers is having an approximate \$5M impact – swing from surplus to deficit – in this fiscal year. With the same decrease across the full year of 2025/26, we expect an approximate \$10M deficit next year. In the future we will need to operate with an annual budget that is reduced by \$10M. Mike concluded by saying that the executive team is doing a great job of preparing the College to address the current fiscal challenges and building the upcoming budget.

### **3. Cybersecurity Sub-Committee**

#### **i) Report from the February 18, 2025 meeting**

Lindsay Kearns, Chair, Cybersecurity Sub-Committee, noted that the committee met on February 18. We went through the progress report for 2025, looking at current measures and the incidents being seen. A Dashboard will be created for the Board to help guide decision-making – the Key Performance Indicators (KPIs) to use will need to be developed. We had a good discussion of financial challenges and how they could relate to Cybersecurity vulnerabilities.

## **V APPROVAL OF THE MINUTES**

The minutes of the February 3, 2025, meeting were tabled to the April meeting. Al van Akker requested the inclusion of Bijan Ahmadi's comments from his EdCo Chair's report regarding communication concerns.

## **VI NEW BUSINESS**

### **1. Federal International Student Reforms**

Pari Johnston, President & CEO, Colleges & Institutes Canada (CICan) presented an overview of the state of Canada's colleges following the federal government's decision on international students. The federal government is looking to reduce resident growth in Canada with cuts to immigration, focusing on temporary residents and foreign workers. The reduction is expected to continue for the next 1-5 years.

CICan is looking at ways to support members through this transition by encouraging innovation and the potential for partnerships between colleges. Additional strategies could involve working closely with Indigenous communities to contribute to economic developments, using digital technologies to reach more domestic students, and developing more transnational education.

### **2. Motion**

Al van Akker noted that he wanted to have a discussion under New Business about opening the meetings to the public to be in-person and made the following motion:

MOTION

THAT THE BOARD MEETINGS BE OPENED TO IN-PERSON GUESTS

During discussion of Al's motion, it was noted that this item is on the agenda to be discussed at the in-camera meeting. Discussion ensued on whether the proposed motion should include the request to move the agenda item from in-camera to this meeting. Although no motion was passed, the Board decided to move this item from the in-camera to the public session.

Board members then asked how guests attended Board meetings in-person prior to COVID. It was pointed out that using Teams allows for more guests to attend than could ever attend physically. Board members agreed that to the extent that we can within the Boardroom, we should accommodate in-person guests but raised concerns regarding a fair and equitable way to determine who gets to attend. Based on this, Al's original motion was re-worded:

**MOTION**

THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS RE-INVITE IN-PERSON GUESTS TO THE BOARD SPACE FOR MEETINGS

Newer Board members requested more information on what it was like before COVID and what a potential procedure/process might look like before voting on the suggestion. Realistically, there will be considerable public interest until the budget stabilizes. People are very used to using remote meetings post COVID. An amendment to Al's motion was suggested:

**AMENDED MOTION**

IN PRINCIPLE THE CAMOSUN COLLEGE BOARD OF GOVERNORS AGREES WITH INVITING PEOPLE TO MEETINGS IN-PERSON, BUT WOULD LIKE TO INVESTIGATE HOW TO DO THIS

Al then stated that he was withdrawing his original motion. However, it was pointed out that the original motion could not be withdrawn due to the amendment to the motion still being on the floor. It was suggested that the Board direct the Board Executive to determine a process for implementation, addressing the amended motion.

There was concern from Board members with the language of the newly proposed motion (below) and in approving the suggestion beyond a principle state. Additional information is required for Board members to make an informed decision.

**MOTION**

THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS ACCEPT IN-PERSON GUESTS TO ATTEND BOARD MEETINGS AND DIRECT THE OPENING OF MEETINGS TO IN-PERSON ATTENDANCE BY MEMBERS OF THE PUBLIC SUBJECT TO OPERATIONAL PROCEDURES/PROCESSES THAT WILL BE CONSIDERED BY BOARD EXECUTIVE WITH UNDUE DELAY

**DEFEATED**

It was noted that the defeated motion encompassed two different objectives, and an amendment was made for it to be considered as two separate motions:

MOTION

THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS AGREE TO THE PRINCIPLE OF HAVING  
IN-PERSON ATTENDANCE AT BOARD MEETINGS BE PERMITTED  
CARRIED

MOTION

THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS DIRECTS THE BOARD EXECUTIVE TO  
FORMULATE A PLAN TO HAVE GUESTS BACK TO BOARD MEETINGS IN-PERSON, WITHOUT  
UNDUE DELAY  
CARRIED

**VII ADJOURNMENT**

The meeting was adjourned at 6:49 pm.

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**Tanya Clarmont, Chair**

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**Date**

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**Naomi Poeschek, Executive Assistant**