



**MINUTES OF THE BOARD OF GOVERNORS
PUBLIC SESSION NO. 4
Thursday, September 11, 2008 – 3:00 pm
Cranbrook Campus**

Attendance:

Board	Ron Toyota, Chair Nick Rubidge Richard Reinders Heather Jackson Laura Dalzell Marko Maryniak Andy Cohen Jim Bailey	Appointed Member President/CEO Appointed Member Elected CUPE Appointed Member Appointed Member Appointed Member EdCo Chair
College	Dianne Teslak Laura Cooper Sheila McDonald Gary Johnson Ron McRae Pat Bowron Doug McLachlan Donna Kraus-Hagerman Sue Bodnaruk	Bursar Dean of Instruction Director, Human Resources Dean of Instruction Dean of Instruction Director, International Affairs SIO/Dean of Instruction Director, Marketing & Communications Board Assistant
Public		

4.1 Welcome and Call to Order

The Chair welcomed guests to the meeting and apologized for the delay. Mr. Toyota called the meeting to order at 3:45 pm and asked for round table introductions.

4.2 Order of Business

None.

4.3 Confirmation of the Minutes:

MOVED that the Minutes of June 12, 2008 be accepted as presented.

Maryniak/Jackson

CARRIED UNANIMOUSLY

4.4 Finance:

a) Finance/Audit Committee Report/ Summary Status Report – June 2008

Mr. Toyota reported that the Finance Committee met earlier today. A representative from BDO attended the meeting to provide a verbal report on the 2007 audit and to answer any questions the Finance Committee might have. Members of the Finance

Committee include Richard Reinders, Laurie Dalzell and Ron Toyota as Ex-Officio. Mr. Toyota reminded the group that all Board members are welcome to attend the Finance Committee. Ms. Teslak reviewed the Summary Status Report in detail for the Finance Committee. She indicated that to the end of June 2008, we are approximately 25% through the fiscal period. Receipts are at 27% with expenditures at approximately 24% and are comparable to last year.

Ms. Teslak reported that the Town of Golden has entered into an agreement with the College whereby the College will contribute financially to help with the cost of renovating a facility to convert it to provide student housing. COTR will supply a pool of tenants and students will be given priority for housing during the academic year. The College will contribute \$70,000 which will be paid back over a 5 year period. There are 3 students signed up for accommodations.

4.5 Monitoring Report:

Accountability Plan:

Mr. McLachlan commented that the Institutional Accountability Plan and Report process changed this year. The plan requires the approval of the Board. Since the Board did not meet over the summer, a draft of the Accountability Plan was sent to the Ministry in July. The draft was returned to the College for some minor adjustments and the final draft is now being presented to the Board for their approval. Once this has been approved, the Ministry will be advised and the Institutional Accountability Plan and Report will be posted on the College website. Mr. McLachlan presented a brief overview of the document.

THAT the Board accept the Institutional Accountability Plan and Report.

Cohen/Maryniak

CARRIED UNANIMOUSLY

2007/08 Audited FTE Report:

The College is very proud that the overall FTE count is at 97% of target. It would be interesting to see a breakdown of FTEs by campus.

4.6 Unfinished General Business

None.

4.7 Business Arising and/or New Business

None.

4.8 Correspondence

None

4.9 Items Brought Forward from the Private Agenda

None.

4.10 Linkage to Ownership

4.10 (a) Chair's Report

No report.

4.10 (b) President's Report

Dr. Rubidge spoke to his report and challenges we currently face. He has met with the new Deputy Minister Robin Ciceri and briefed her on issues at COTR.

4.10 (c) Deans' and Directors' Reports

Each Dean spoke to their respective reports.

Doug McLachlan:

Con Ed is the key driver of FTE and revenue for the College. They are starting to work on recommendations and action plans. Fall numbers are up.

Gary Johnson:

The College has received the Canadian Association of Nurses approval for accreditation that is good for 2 years. We have had a successful APN program running in Kamloops and have seconded an instructor from Interior Health for 6 weeks to run the clinical face-to-face. The College has met with the Chief Operating Officer of IH and we have proposed a model whereby we may do joint hiring.

Ron McRae:

The College has researched the feasibility of running a second intake for Hairdressing in Cranbrook. The intake has now been created with seats increased to 14 with 6 Ace-It students and 8 students from the general public. This is a 42 week program.

Fire continues to be “on fire” and additional training has been negotiated for Saudi Arabia.

We are providing training to the 5 mines in the Elk Valley and are offering upgrading for Heavy Duty Mechanics and Electrical.

Laura Cooper:

The College received \$100,000 from Aboriginal Special Projects for the RISE Program and has successfully partnered with the Nation. We are developing the Developmental Standards Term Certificate in partnership with the Ktunaxa Nation to prepare and certify Aboriginal Language teachers. There is strong support from School District #5 and School District #6 with the program being transferrable to TRU and NVIT.

Dianne Teslak:

Audit services for the next 5 years was put out to tender in August with a closing date of September 30th.

Donna Kraus-Hagerman:

A campus housing registry was developed to address student housing issues in Fernie, Golden and Cranbrook. It was felt that we might be losing students due to the lack of affordable housing. Over 65 people have registered and we have not lost one student because of the lack of accommodation.

The Bookstore has undergone renovations and revenue to date is up.

The Fair Change Conference is being hosted in partnership between the International Department, Communications and external partners. People are urged to register early as there are limited seats.

Pat Bowron:

The College has received substantial funding from CIDA to fund the Fair Trade side of the Fair Exchange Conference.

Growth of the International side of the College is up 15%.

4.10 (d) Education Council Report

Dr. Bailey had submitted a report on two meetings he was unable to attend and had no further information to add to his report.

4.11 Agenda Items for Next Meeting

None.

4.12 Information and Good of the Institution

4.12(a) Memorandum of Understanding: Selkirk, Okanagan and COTR

A joint meeting was held with Selkirk, Okanagan and College of the Rockies where a Memorandum of Understanding was signed by the 3 institutions. The institutions committed to working collaboratively over the coming year to address directions and recommendations that came out of the Campus 2020 Report.

Mr. Cohen commented that this agreement may be a way to send students on practicums between the regions.

4.12 (b) BCCI Board Chairs' Letter to Minister

A copy of the correspondence signed by all Board Chairs regarding the government Letter of Expectations stating that the Ministry had intruded on the role of College Boards was presented for information.

4.13 Questions from the Public regarding any Agenda Items

4.14 Evaluation:

Mr. Maryniak provided an evaluation of the meetings.

4.15 Adjournment

Mr. Toyota thanked the public for attending the Board meeting and adjourned the meeting at 4:45 pm

Ron Toyota, Chair

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