



**MINUTES OF THE BOARD OF
GOVERNORS
Cranbrook Campus
Thursday, February 13, 2014
Public Session 3**

Attendance:

| | | |
|---------------|--------------|--|
| Jim | Abbott | Appointed member |
| Glen | Campbell | Appointed member |
| Orest | Federko | Appointed member - Chair |
| David | Handy | Appointed member |
| Ken | Hoepfner | Appointed member |
| Rob | Ondrik | Appointed member |
| Doris | Penner | Appointed member |
| Gloria | Perry | Appointed member |
| Joe | Pierre | Appointed member |
| Richard | Reinders | Appointed member – Vice Chair |
| Avery | Hulbert | Chair – EdCo |
| Colhane | Martyniuk | Elected CUPE |
| Betty | Mosher | Elected Faculty |
| Luis | Rodriguez | Elected Student |
| Serena | Petrushevsky | Elected Student |
| David | Walls | President & CEO |
| Marilyn | Petersen | Acting Vice President, Education |
| Dianne | Teslak | Vice President, Finance |
| Pat | Bowron | Exec. Dir – International & Regional Development |
| Sheila | McDonald | Executive Director, HR |
| Sue | Bodnaruk | Board Assistant |
| | | |
| Public | | |
| Leslie | Molnar | President, CORFA/Instructor/EdCo Member |
| Jim | Bailey | Instructor/EdCo Member |
| Lourdes | Butalid | CUPE |
| Sandy | Lavery | Instructor/EdCo Member |

* Highlighted: indicates **Not** in Attendance

3.1 Welcome and Call to Order

David Handy, Board Chair called the meeting to order at 3:02 pm.

3.2 Order of Business

Add: None.

- 3.3 Confirmation of the Minutes – September 13, 2013**
Moved that the Minutes of September 13, 2013 be approved as presented.
Reinders/Martyniuk **Carried Unanimously**

3.4 Finance

a) December 2013 Status Report

Ms. Teslak stated that the December 2013 Status Report was reviewed in detail at the Finance Committee meeting held earlier today and there were not items of concern. Information was received and filed.

3.5 Monitoring Report

None.

3.6 Unfinished General Business

None.

3.7 Business Arising and/or New Business

a) Tuition Increase – Academic Year 2014/15

The Ministry has approved a 2% increase rate for tuition adjustment for the 2014/15 academic year.

Most programs/courses in University Studies, Vocational, Career Tech and Apprenticeship will be subject to the tuition inflationary adjustment. This adjustment will not apply to those programs that already have differential fee structures and any further increase is deemed to exceed what the market will support. Adult Basic Education programming will remain tuition free.

Students in University Studies and Career Technical programs will experience an increase of \$5.85/3 credit course. For students in 10 courses in an academic year (5 per term) – the total financial impact would be \$58.50/academic year. Students in Upper Level University Studies and Business Administration courses will experience an increase of \$12.90 /3 credit course.

Students in Vocational programs will experience a \$1.80/week increase in course fees. Vocational programs vary in length so the total financial impact will vary by program. For example, students in the Heavy Duty Mechanics program (30 week program) would experience a total increase of \$54.00 while students in the Dental program (40 week program) would experience a total increase of \$72.00.

MOVED that the Board approve a 2% inflationary adjustment to tuition for the 2014/15 academic year in line with the government policy for post-secondary tuition increases.

Reinders/Federko

Carried Unanimously

3.8 Correspondence

None.

Items Brought Forward from the Private Agenda

None.

3.10 Linkage to Ownership

a) **Chair's Report: David Handy**

The Chair reported that he has been working with the Executive & Governance Standing Committee and the Board Resourcing Development Office on Board Succession Planning. He has also submitted formal appraisals on current Board members and met with the President of a number of issues. The Chair provided a very brief overview of the situation with the Farm School in Creston.

b) **President's Report: David Walls**

The President's report included updates on:

- Strategic Planning oversight;
- meetings with a number of Mayors, Chambers of Commerce, MLAs and other leaders within the East Kootenay Region;
- the Institutional Core Review;
- impact of provincial budget for 2014/15;
- continued review of internal committee structures and policy development and administration;
- Farm School initiative in Creston - the College is seeking a new MOU with the Friends of Know and Grow.

c) **Vice-President, Education Report: Marilyn Petersen**

Dr. Petersen was unavailable to attend the meeting due to previous commitments and presented a written report.

d) **Vice President, Finance: Dianne Teslak:**

Ms. Teslak detailed the reports submitted the Finance Department, Purchasing, Facilities and IT. As of January 1, 2014, the Vice President, Finance took over responsibility for the IT Department. One of her focuses at this time is the Institutional Core Review. There are major projects in the IT Department and Facilities is busy with the HVAC project in the Welding shop. It is anticipated that the Aboriginal Gathering Place will be ready by the end of March.

e) **Executive Director, HR: Sheila McDonald:**

Sheila McDonald briefly reviewed her report that was presented to the Board of Governors. She highlighted the shared website: <http://itsgoodouthere.com> that is a joint recruitment site for small regional colleges of BC. Partners include: [College of New Caledonia](#) [College of the Rockies](#) [North Island College](#) [Northern Lights College](#) [Northwest Community College](#) [Okanagan College](#) [Selkirk College](#) Mrs. McDonald estimates this will save the College approximately \$5,000 per year.

- f) **Executive Director, International & Regional Development: Pat Bowron**
Pat Bowron spoke briefly to her report and highlighted her additional responsibilities. Effective January 1, 2014 Ms. Bowron assumed the responsibility to oversee Regional campuses, Continuing Education and Contract Training. She has just returned from Kenya where she participated in the Year 2 review of the MAISHA project that aims to reduce maternal and infant mortality rates in regions of Kenya.
- g) **Education Council Report**
Avery Hulbert outlined and spoke to her report and indicated that EdCo is working on policy reviews. They have instituted a Student Affairs Policy Review Committee to work on updating student affairs policies. EdCo is also working on clarification on the interpretation of the College's and Institutes Act.

A schedule of meeting dates was attached to the EdCo Chair's written report. An open invitation was given to attend any of the meetings.

3.11 Agenda Items for Next Meeting

- a) None.

3.12 Information and Good of the Institution

- a. A copy of the BC Public Post-Secondary Institutions annual tuition fees was presented as information.
- b. Tuition fees for International Education was presented as information – noted that international tuition is not subject to the tuition limit mandate and is based on what the market will bear.
- c. A copy of the report submitted to AVED regarding COTR's plans for the Core Review was provided to the Board as information. The report provides a brief overview of process being used and some options our institution is exploring to realize further efficiencies. This will culminate in the Board Chair making a presentation to the Minister of Advanced Education with the support of the President.
- d. The Ministry of Advanced Education will be providing an allocation of \$11,788 to COTR to support the ABESAP program this year.
- e. The Auditor General's office sets out a 3 year rotating plan which identifies which institutions they will be working with for a 3 year period as the official auditors and in an oversight capacity working with the official auditors of various institutions. College of the Rockies has been selected for the Auditor General oversight procedures beginning with the 2016/17 fiscal year and the 2 years following. This will involve the Auditor General's office becoming involved in the audit planning process with our official auditors and review some of our auditor's final audit file.

3.13 Questions from the Public Regarding any Agenda Item

Leslie Molnar – President, CORFA

The President of CORFA addressed the Board and stated that Faculty and CUPE would like to host a wine and cheese for Board members following the March 13th Board meeting. Personal invitations were distributed to all Board members. The

members would like to get to know the Board members better in an informal atmosphere.

Lourdes Butalid – President, Filipino-Canadian Association of East Kootenay

Mrs. Butalid stated that she is attending this meeting in an effort to try to get the College more connected with the community and to participate in other multicultural activities. She is not sure how to reach out to the College to have them participate. Mrs. Butalid also commented about having a letter removed from her personal file that was a result of her trying to be inclusive of the College. Both the Board Chair and President invited Mrs. Butalid to make an appointment with the President to discuss her concerns.

Other:

The Chair read out a letter received from Doug McLachlan – previous Vice President, Education who expressed his gratitude for the opportunity to work with the Board and commended the Board for their good work.

3.14 Adjournment

Moved that the meeting be adjourned at 4:00 pm.

Reinders/Federko

Carried Unanimously

David Handy – Chair

Date