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|-------------|-----------|--|
| Jim         | Abbott    | Appointed member   |
| Glen        | Campbell  | Appointed member   |
| Rod         | Giles     | Appointed member   |
| Darryl      | Hyde      | Appointed member   |
| Steen       | Jorgensen | Appointed member   |
| Jesse       | Nicholas  | Appointed member   |
| Cindy       | Pearson   | Appointed member   |
| Wilda       | Schab     | Appointed member   |
| Krys        | Sikora    | Appointed member   |
| Cindy       | Yates     | Appointed member   |
| Leslie      | Molnar    | Chair – EdCo   |
| Mary        | Davies    | Elected CUPE   |
| Jan         | White     | Elected Faculty  |
| Tracey-Anne | Howell    | Elected Student Representative                             |
| Jerod       | Dobson    | Elected Student Representative                             |
| David       | Walls     | President & CEO  |
| Stan        | Chung     | Vice President, Academic & Applied Research                |
| Dianne      | Teslak    | Vice President, Finance                                    |
| Drew        | Miller    | Executive Director, Human Resources                        |
| Pat         | Bowron    | Executive Director, International and Regional Development |
| Susan       | Woods     | Executive Assistant to the Board                           |

\* Highlighted indicates NOT in Attendance

## 2.1 Welcome and Call to Order

The June 8, 2017 public session of the Board was brought to order at 1:04 pm by Chair, Wilda Schab. Wilda welcomed members and guests and expressed regrets from Jim Abbott, Cindy Yates, Darryl Hyde, Rod Giles and Leslie Molnar.

## 2.2 Order of Business

### a. Additions and approval of the agenda

The following item was added to the agenda:

#### 2.7 a. Reappointment of Auditors

**MOTION to approve the agenda as amended**

**MOVED by Steen, seconded by Mary, carried**

## 2.3 Consent Agenda

The items on the consent agenda included:

- a. Confirmation of Minutes: May 18, 2017
- b. Media Releases
- c. Board Budget Update

**MOTION to approve the consent agenda's items as presented**

**MOVED by Steen, seconded by Tracey-Anne, carried**

2.4 Finance:

There was no report from the Finance committee

2.5 Monitoring Report:

a. Campus Master Plan Presentation

David gave an update on the progress of the Master Plan which is to be finalized by October.

Joanne Smith from Sahuri and Associates gave a detailed overview of the Campus Master Plan and responded to questions from the Board. The Campus Master Plan will help us build a framework for future expansion. The plan is currently looking at external features - internal usage and requirements will be considered under a separate contract which will be driven by the Academic Plan.

b. Performance Measures Reports

1.1 Recruit and Retain More Students

David reviewed the progress on the *1.1 Recruit and Retain More Students* performance measure which shows that the total enrolment in 2016-2017 (fiscal year) declined by 89.7 FTE representing a 3.83% decline compared to 2015-2016. The decrease of 109 FTE in domestic enrolment is attributed to a decrease in ABE of 149 FTE and 43 FTE in Trades Training due to economic conditions. Growth in academic programs, particularly in Health (+65 FTE) helped to offset a portion of the domestic decrease.

The international FTE enrolment increase of 20 FTE has brought the student number back to the 2014-2015 level. The losses resulting from the termination of the Brazilian and Saudi Arabia contracts have now been replaced primarily by Indian students recruited into academic programs at the Cranbrook campus. Strong growth and meeting of the 390 FTE target is considered achievable by 2018 – 2019.

2.2 Increase Revenue From Diversified Sources

Dianne reviewed the progress update for the *2.2 Increase Revenue From Diversified Sources* performance measure which shows an overall decrease in our dependence on block funding from 53.98% in the 2010 – 2011 fiscal to 49.45% in 2016-2017. A number of factors have contributed to this decline including an increase in international student tuition revenue, an increase in gross revenue from domestic and international contracts.

Our dependence on block funding however, increased slightly from 48.9% to 49.45% for fiscal 2016-2017 due to a reduction in non-grant gross revenue from international projects (some projects were completing while others were just getting underway) and because of a temporary suspension of the Mining Apprenticeship Program (MAP) partnership with Teck Resources. We expect our dependency on block funding will continue to decline due to increasing non-grant revenues.

Wilda thanked David and Dianne for their reports.

2.6 Unfinished General Business:

a. 2017-2018 Board Meeting Schedule

Members revisited the proposed meeting schedule and would like to see the Cranbrook campus included in the Board Retreat rotation starting in 2019. It was also recommended that the April meeting of the Board be removed and the May meeting to move to the 17<sup>th</sup>.

**MOTION to remove the April meeting from the 2017-2018 Board meeting schedule**

**Moved by Glen, seconded by Kryz**

**MOTION to move the May meeting to May 17, 2018.**

**MOVED by Steen, by Cindy P, carried**

2.7 Business Arising and/or New Business:

a. Recommendation from Finance to extend BDO's contract

Steen brought forward a recommendation from the Finance and Audit committee to extend the current contract with BDO and have them conduct the 2017-2018 year-end financial audit.

**MOTION to extend our current contract with BDO to include conducting the 2017 – 2018 year-end financial audit**

**MOVED by Steen, seconded by Jan, carried**

2.8 Correspondence:

a. Minister Wilkinson letter

A letter from Wilda to Minister Wilkinson congratulating him on his re-election and thanking him for his past support was provided for members for information.

2.9 Linkage to Ownership:

a. Board Chair's Report

Wilda detailed the work she performed in her role as Chair which included meetings with the HR committee and the Executive and Governance committee. Wilda was unable to attend convocation and thanked Jesse for stepping in to present the Lieutenant Governor's medal, the Governor General's Academic Collegiate Bronze medal and the President's Award of Excellence medal. Jesse indicated that he was honored to do so and he was impressed with the amount of work that went in to the celebration. Wilda attended the Employee recognition ceremony along with Rod Giles and congratulated Pat Bowron for receiving her 20 year recognition award and thanked Dianne and Drew for the great job as MC. Approximately 50 employees were recognized for their commitment and service to the College.

b. President's Report

David reported that this year's convocation, which was the first in the renovated gym, saw 180 students attending which is up from last year. David also attended the Employee Recognition ceremony and congratulated Joan Kaun on receiving her 25 year award and Sheila McDonald for recognition of her retirement after many years at the College.

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The Academic Symposium held last week at the college provided an opportunity for attendees to share what is happening at the college and gather feedback on the direction the college is moving. There was good attendance with a good cross section from faculty, support staff and management. David will be attending the BC President's strategic retreat June 26 & 27 in Vancouver.

c. EdCo Report

Leslie was unable to attend and no report was provided

2.10 Agenda Items for Next Meeting:

None brought forward at this meeting

2.11 Information and Good of the Institution:

Wilda gave a quick lesson in golfing terminology to those that will be attending the Ktunaxa Golf tournament on behalf of the Board and President's Council.

Susan shared that she, Sharon Richardson and Denise Regina recently attended the Call to the Bar for former College of the Rockies student Fernando Arteaga. Sharon was Fernando's first instructor when he came to Canada from Ecuador and he is a proud supporter of the College.

President Walls will be leaving for vacation tomorrow for two weeks – Dianne will be acting in his absence.

2.12 Questions from the Public regarding any Agenda item:

There were no questions from the public

2.13 Adjournment

**MOTION to adjourn at 2:50 pm**

**MOVED by Jesse**