

Jared	Basil	Appointed member
Lainee	Eccleston	Appointed member
Rod	Giles	Appointed member
Darryl	Hyde	Appointed member
Randal	Macnair	Appointed member
Nic	Milligan	Appointed member
Darlene	Trach	Appointed member
Amber	Van Drielen	Appointed member
Sharon	Demaine	Chair – EdCo
Colhane	Martyniuk	Elected CUPE
Greg	McCallum	Elected Faculty
Bradley	Schmidt	Elected – Student Representative
Reg	Goldsbury	Elected – Student Representative
Paul	Vogt	President & CEO
Laurie	Calverley	Executive Director, Human Resources and Payroll
Deb	Carty	Interim Vice President, Partnership and Advancement
Robin	Hicks	Vice President, Academic and Applied Research
Dianne	Teslak	Vice President, Finance and Corporate Services
Susan	Woods	Executive Assistant to the Board

\*Highlighted indicates NOT in attendance

### 3.1 Welcome and Call to Order

#### a. Territorial Acknowledgement

The Public session of the Board of Governors was brought to order as 1:16 pm by Chair, Randal Macnair. Randal delivered the territorial acknowledgment on behalf of the Board.

#### b. Welcome to Board Members and members of the Public

Randal welcomed members of the Board to the meeting along with our two union Presidents, Kristy Brons (CUPE) and Joan Kaun (CORFA).

#### c. Oath of Office

Board Chair, Randal Macnair administered the Oath of Office for our new members Jared Basil, Nic Milligan, Darlene Trach, and Amber van Drielen.

Randal welcomed Paul Vogt as the new President & CEO, the College of the Rockies.

### 3.2 Order of Business

#### a. Additions and approval of the agenda

**MOTION to approve the agenda as presented**

**MOVED by Darlene, seconded by Rod, carried**

### 3.3 Consent Agenda

Items included on the consent agenda included the following:

- a. Confirmation of Minutes: June 11, 2020
- b. Media Releases

- c. Board Budget Update
- d. Cheque Register
- e. Q1 Forecast (pulled for discussion)
- f. Status Report

**Item 3.3 e was removed from the consent agenda for discussion.**

**MOTION to receive the items included on the Consent Agenda with the exclusion of item**

**3.3.e. (pulled for discussion)**

**MOVED by Rod, seconded by Reg, carried**

**e. Q1 Forecast,**

The Q1 Forecast is due by July 31st each year to the Ministry – Dianne reviewed with Darryl as Chair of the Finance Committee prior to submission. Dianne reviewed the Q1 Financial report with members and responded to questions. Discussion occurred on any indications from the Ministry on the financial impacts expected due to the reduced intake of international students and protocol changes being put in place to allow students to begin their studies from their home countries.

**MOTION to approve the Q1 Forecast as presented**

**MOVED by Darryl, seconded by Bradley, carried**

**3.4 Monitoring Report:**

There were no monitoring reports

**3.5 Unfinished General Business:**

There was no unfinished general business

**3.6 Business Arising and/or New Business:**

a. Election – Board Chair and Vice-Chair

As per the College and Institutes Act and the Board of Governors By-Laws, the Board is required to hold an annual election, to take place at the first meeting after September 1<sup>st</sup>, for the position of Chair and Vice-Chair from among its appointed members.

Randal relinquished the Chair to Dianne Teslak to conduct the nominations for Chair and Vice-Chair. As we are attending the meeting virtually, Dianne explained the process to be followed should we require a vote to take place.

Dianne called for nominations to the position of Chair. Randal Macnair was nominated for the position of Chair by Rod Giles and agreed to let his name stand. Dianne called for further nominations. No other nominations were put forward and Randal was elected to the position of Chair by acclamation.

Dianne called for nominations for the position of Vice Chair. Rod Giles was nominated by Randal Macnair for the position of Vice Chair. Rod agreed to let his name stand. Dianne called for further nominations from the floor. No other nominations were put forward and Rod Giles was elected to the position of Vice-Chair by acclamation.

Randal resumed the Chair and thanked members for their confidence and support throughout his tenure as Board Chair. Randal also expressed his excitement to work for another year with all Board members – new and old along with our new President, Paul Vogt. He expressed that though we are a smaller college we are definitely Small College Proud!

**b. Board Standing Committee Appointments**

The Board has four Standing committees whose members are appointed annually by the Board Chair. Randal encouraged all members to review the Terms of Reference for the committees to see where their skillset and interest may best fit. If members have an interest in a particular committee, they are urged to connect with Randal for his consideration. Randal will make final decisions on committee members for each and will discuss one on one with individuals before finalizing appointments. Susan has sent out the Skills matrix for completion by members.

**c. Approval of Five-Year Capital Plan**

Paul gave an overview of the capital plan noting that the top three projects have been on our priority list for a number years with the order changing as needed to align with government priorities and the shifting needs of the College. Dianne reviewed the draft plan with the Board at the June meeting and received approval in principal. The plan was finalized and submitted as required to the Ministry for July 1st.

Dianne reviewed the final plan which identifies our top three capital projects in detail. Projects in this year's plan include 1) Linkage Road to City of Cranbrook (secondary egress road), 2) Centre for Human Performance and Wellness, and 3) Invermere Campus Expansion. Aligning our submissions with government priorities and direction has served us well in the past and is our continued intent.

Randal feels that this is a solid and realistic Capital Plan but feels that we need to look at housing in the regional communities soon and they are facing shortages and may be unaffordable.

**MOTION to approve the 5 Year Capital Plan as presented and recommended by the Finance and Audit Committee**

**MOVED by Laine, seconded by Bradley, carried**

**d. Approval of Institutional Accountability Plan and Report**

Each year, public post-secondary institutions submit Institutional Accountability Plans and Reports to the Ministry. The reports include the institution's goals, objectives and performance measure results and ties in directly to our Strategic Plan, the Mandate Letter and Governments direction. The report is a mechanism to ensure that we are reaching the priorities as laid out by the government as well as to map out our intent moving forward.

Paul and Robin reviewed some of the changes in the report from past years and answered questions from Board members.

**MOTION to approve the 2020 Institutional Accountability Plan and Report as presented**

**MOVED by Nic, seconded by Amber, carried**

e. Approval of 2021 – 2022 Domestic Tuition Fees

Annual tuition and mandatory fee increases are mandated by the Government to a maximum of 2% annually. This mandate applies to most of our programs/courses excluding continuing education, contract training and International student fees. With our grant block funding continuing to be flat, this is one of the few areas where we have opportunity to increase our revenue to offset our rising costs. We are second highest within the province with our tuition fees, but all are very close. Our fees include a student technology fee that was asked for by the students (\$490 of yearly tuition is for this) if we back that out then we would be on the lower end. The overall financial impact of a 2% tuition and mandatory fee increase to the College is estimated at an additional \$65,000 in revenue for the 21/22 fiscal year.

We are in an unusual year (COVID implications) and we recognize that this is a difficult year for students but feel that it is important to implement these increases to remain financially viable and competitive in the market. These increases equate to a \$6.00 per course fee increase for an academic course. We have other government and scholarship and donor supports available for students which will help offset any increases and help support our students.

**MOTION to approve a 2% increase to tuition and mandatory fees for the 2021/22 academic year as recommended by the Finance and Audit Committee and in compliance with government's Tuition Limit Policy.**

**MOVED by Bradley, seconded by Laine, carried**

**Reg asked it be noted that he is opposed to the motion**

f. 2021 – 2022 International Tuition Fees (for information)

A four-year proposal for International Tuition Fees was presented for information to the Board in February of 2019 with further review and approvals to be brought forward by President's Council each year.

Deb reviewed the International Tuition fee schedule as approved by President's Council in September 2020 for the 2021 – 2022 Academic year. Previously the fees were based on a full course load (no matter how many courses they were in). The new schedule is designed to eliminate the perceived discount and move to a course by course fee. We are currently well priced in the market (middle ground).

**MOTION to receive the 2021 – 2022 International Tuition fees schedule as presented**

**MOVED by Laine, seconded by Bradley, carried**

**3.7 Correspondence:**

There was no correspondence

**3.8 Officer Reports:**

a. Board Chair's Report

Randal gave an overview of the President's search which concluded just prior to notification of the pandemic. Thank you to the new Board members for putting their names forward and becoming part of our Board and to Paul for becoming our new College President. Randal feels that we have a great foundation here at the College and looks forward to an exciting future moving forward. Paul and Randal conducted new member orientations and would like to revisit the Board mentoring program which would see each new member

paired up with an experienced member. Randal will send out emails to pair people up. Thank you for the continued support as the Board Chair for another year.

**b. President's Report**

Paul thanked everyone on the call and in the College for the welcoming he has received. Due to COVID restrictions he and his wife have had to rely heavily on the people he has met for input and will continue to tap into your knowledge and continue visiting the communities and widen his connections. He was very inspired when he learned of all the things that were put in place when the College was first faced with changes related to COVID to ensure that we remain student centered such as a virtual convocation ceremony, pivoting to on-line learning, and changes in the way student supports were delivered.

Our key challenge is the ability to continue to deliver quality education throughout the COVID period while finding ways to be creative and look for new opportunities. We need to continue to identify ways to address the social connections that students and employees are missing.

Looking further out – it has become clear that the college plays an integral role in the communities. With lots of people being displaced from jobs, and marginalized persons being further disadvantaged we will need to partner with business, indigenous, and communities to create flexible resources to create pathways to employment

**c. EdCo Report**

Sharon shared that the Continuing Education report was approved by EdCo and is now being presented to the Board for information. Sharon took place in the new curriculum management software proposals which have now been narrowed down to the final two. Lots of changing will be coming forward this fall for course outlines. EdCo elections are coming up shortly with five seats available for faculty along with elections for EdCo Chair and Vice Chair.

**3.9 Agenda Items for Next Meeting (November 13, 2020):**

Anyone having agenda items for the November Public session are asked to forward them to Randal and Susan

**3.10 Information and Good of the Institution:**

Rod shared highlights from a COTR student where she thanks her instructors for their commitment and caring. Writes that the instructors have gone above and beyond to ensure that labs are delivered in a meaningful and learner centered manner and for finding ways to connect the students through the use of technology.

Reg shared that the Student's Association is working towards completing the Risk Assessment for the student lounge with plans to open up to students with COVID protocols in place.

Susan has ordered College branded masks and will be sending them out to all the Board members. As well Laurie shared that HR has ordered 500 masks and will be supplying them to all of our employees.

Randal thanks Reg and Bradley for their contributions to the Board and wish them luck in the upcoming elections if they are running. Colhane is at the end of his current term and has put his name forward to run for another term. Randal shared his thanks to Kristy and Joan for their involvement in the President recruitment.

**3.11 Questions from the Public regarding any Agenda item:**

There were no questions from members of the public

**3.12 Adjournment**

**MOTION to adjourn**

**MOVED by Darlene**

**Distribution to Members:**

Randal Macnair, Jared Basil, Laine Eccelston, Rod Giles, Darryl Hyde, Nic Milligan, Darlene Trach, Amber van Drielen, Greg McCallum, Colhane Martyniuk, Sharon Demaine, Bradley Schmidt, Reg Goldsbury

**College:**

Paul Vogt, Robin Hicks, Dianne Teslak, Laurie Calverley, Deb Carty