



**MINUTES OF THE BOARD OF GOVERNORS**  
**PUBLIC SESSION NO. 1**  
**Thursday, April 13, 2006 – 3:00 p.m.**  
**Cranbrook Campus**

|         |  |  |
|---------|--|--|
| Present | Bob Langin (Board Chair)<br>Jim Bailey<br>Andy Cohen<br>Bryan Flynn<br>Len Luders<br>Marko Maryniak<br>Ann Rice<br>Sandra Roberts<br>Nick Rubidge<br>Troy Sebastian<br>Mark Wagner | Appointed Member<br>EdCo Chair<br>Appointed Member<br>Elected Student Member<br>Appointed Member<br>Appointed Member<br>Elected Faculty Member<br>Appointed Member<br>President and CEO<br>Appointed Member<br>Elected Support Staff Member  |
| Regrets | Ingrid Liepa<br>Chris Ondrik   | Elected Student Member<br>Appointed Member   |
| College | Pat Bowron<br>Marianne Dakin<br>Gary Johnson<br>Denis Kielly<br>Donna Kraus-Hagerman<br>Velma McKay<br>Doug McLachlan<br>Ron McRae<br>Kevi Remple<br>Doris Silva<br>Dianne Teslak  | Director International<br>Executive Assistant to the Board<br>Dean of Instruction<br>Director of Human Resources<br>Manager Marketing and Community Relations<br>President of the Faculty Association<br>Senior Instructional Officer<br>Dean of Instruction<br>Disability and Learning Support Coordinator<br>Registrar<br>A/Bursar |
| Guests  | Janice Lamoureux<br>Bernie Palmer<br>Gordon Sombrowski   | Master's Student, Camosun College<br>Rocky Mountain Grizzly Centre<br>Rocky Mountain Grizzly Centre  |

**1.1 Welcome and Call to Order**

Mr. Langin took the Chair and called the meeting to order at 3:10 pm, He welcomed the guests and introduced the new College Deans, Gary Johnson and Ron McRae, and called for round table introductions.

**1.2 Order of Business**

The Agenda was approved with the following amendment:

- 1.7 a) Presentation by Rocky Mountain Grizzly Centre, was moved to follow 1.4, Finance.

### **1.3 Confirmation of the Minutes (agenda attachment)**

The minutes of March 9, 2006 were adopted as circulated.

### **1.4 Finance**

#### **a) Finance/Audit Committee Report**

Ms. Roberts noted that at the Finance/audit Committee meeting the Committee received the budget letter and draft budget. They also reviewed and updated the Committee's terms of reference to include that part of the Committee's role is to approve the financial information that will be provided to government, to ensure that the information accurately represents the business activities of the organization, and to ensure that risk management and internal control systems are in place.

***MOVED** that the Finance/Audit Committee's terms of reference be adopted as recommended by the Committee.  
(Sandra Roberts/Len Luders) Unanimously carried*

The Committee reviewed the replacement/purchase of cafeteria equipment. It was agreed that since the Board has adopted the Carver model, the Board does not administer funds and therefore defers the responsibility to the President.

***MOVED** that the Board Finance/Audit Committee recommends that the Board direct administrative responsibilities for the Special Trust Account to the management of the College, within traditional College budgeting controls and guidelines, including approval by the Bursar and/or the President.  
(Sandra Roberts/Mark Wagner) Unanimously carried*

Upon review of the February status report the Committee is satisfied the finances are in a healthy condition. The College still has not had confirmation of the funding from the Industry Training Authority. The Committee reviewed the draft budget and concurs that the assumptions made are correct. They have asked Ms. Teslak to include a forecast column in the budget.

#### **b) Summary Status Report February 2006**

Ms. Teslak circulated and spoke to the status report and noted that there is nothing of concern to report. There were no questions for Ms. Teslak on the status report.

### **1.7 Business Arising and/or New Business**

#### **a) Presentation by the Rocky Mountain Grizzly Centre**

Dr. Rubidge introduced Ms. Bernie Palmer, Project Coordinator, and Mr. Gordon Sombrowski, President of the Rocky Mountain Grizzly Centre. They distributed a vision document and Mr. Sombrowski spoke to the project, which proposes to construct an attractive facility that supports grizzly research, education and public interpretation. It will provide an opportunity for corporations and research institutions to become involved with a trans-boundary conservation incentive involving Alberta, BC and Montana with globally significant outcomes. Mr. Sombrowski explained that it is hoped the College can participate in the research and education capacity. The vision document is on line at [grizzlycentre.com](http://grizzlycentre.com).

Dr. Rubidge thanked the guests for their presentation and he expressed an interest in further discussions to explore how the College can be a part of this exciting project.

### **1.5 Monitoring Reports**

#### a) Summary Report on Strategic Enrolment Management Plan (*agenda attachment*)

Ms. Silva introduced the Strategic Enrolment Management Plan (SEM), outlined its development and the project phases. Ms. Lamoureux described her background and offered an explanation of SEM. The overall goal of the project is to build a long-term college-wide enrolment management plan that is sustainable and through the plan optimize recruitment and retention efforts and improve the College's reputation. She will develop and deliver the complete plan to the College at the end of April.

Mr. Sebastian underscored the importance of focusing on the Aboriginal population as well.

#### b) Disability Services Report (*agenda attachment*)

Ms. Remple, Disability and Learning Support Coordinator, provided an overview of the College's disability services which offer support and accommodation to students with either permanent or temporary disabilities. She addressed questions from the floor regarding students, funding and access. She advised that the advisory committee did an extensive audit a few years ago in terms of access inside and outside of the building.

Mr. Sebastian suggested that the Board consider developing an ends statement on accessibility.

### **1.6 Unfinished General Business**

None.

### **1.8 Correspondence**

None.

### **1.9 Items Brought Forward from the Private Agenda**

None.

### **1.10 Linkage to Ownership**

#### a) Chair's Report

Mr. Langin will be attending the Association of Canadian Community Colleges Conference in Calgary in May.

#### b) President's Report (*agenda attachment*)

Dr. Rubidge spoke to his written report, highlighted the challenges outlined in his report and addressed questions from the floor.

#### c) Deans' and Directors' Reports (*Agenda attachments*)

The following spoke to highlights in their written reports, which were attached to the Agenda or distributed at the meeting:

- Dianne Teslak, A/Bursar

- Doug McLachlan, Senior Instructional Officer, circulated his report
- Gary Johnson, Dean of Instruction
- Ron McRae, Dean of Instruction
- Denis Kielly, Director of Human Resources and Business Operations
- Donna Kraus-Hagerman, Manager Marketing and Community Relations

The report of Ardy Smith Miller was attached to the Agenda.

d) Education Council Report (agenda attachment)

Dr. Bailey's report was attached to the Agenda.

**1.11 Agenda Items for Next Meeting**

None.

**1.12 Information and Good of the Institution**

Mr. Maryniak informed that he had been an official observer of the recent election in the Ukraine. The election went off without irregularities. He was fortunate to be in a region, Transcarpathia, that was remarkably similar to the East Kootenay. While there he met the director of the Canada Ukraine Foundation who is also the director of the Ukrainian Resource and Development Centre at Grant McEwan College. It would appear there may be some opportunities for the College with institutions in the Ukraine. Mr. Maryniak plans to prepare a report and to submit it at the next meeting

Dr. Rubidge advised that Ms. Schafer, the College's Community Development Manager, has just been appointed the Chair of the National Tourism Knowledge Cluster.

Dr. Rubidge informed that students were the recipients of about \$40000 in scholarships and bursaries at the awards ceremony this week.

**1.13 Questions from the Public on Any Agenda Item**

Ms. McKay asked if the College had received the budget from the Industry Training Authority. Dr. Rubidge responded that it had not yet been received.

**1.14 Meeting Evaluation**

Mr. Flynn delivered his evaluation of the meeting.

**1.15 Adjournment**

The meeting adjourned at 4:55 p.m.