



**MINUTES OF THE BOARD OF GOVERNORS**  
**PUBLIC SESSION NO. 6**  
**Thursday, January 13, 2005 – 3:00 p.m.**  
**Cranbrook Campus**

Present	Len Luders (Board Chair) Sarah Boychuk Crystal Green Bob Langin Dave McAnerney Chris Ondrik Ann Rice Sandra Roberts Nick Rubidge Mark Wagner	Appointed Member Elected Student Member Elected Student Member Appointed Member Appointed Member Appointed Member Elected Faculty Member Appointed Member President and CEO Elected Support Staff Member
Regrets	Jim Bailey Bruce Fairley Cindy Gallinger Troy Sebastian	EdCo Chair Appointed Member Appointed Member Appointed Member
College	Pat Bowron Marianne Dakin Denis Kielly Donna Lomas Velma McKay Doug McLachlan Heather Schneider Lynne Shewchuk	Manager, International Education Board Assistant Director of Human Resources Dean of Instruction President, CORFA Senior Instructional Officer Dean of Instruction Bursar

**6.1 Welcome and Call to Order**

Mr. Luders took the Chair, called the meeting to order at 3:00 pm and called for round table introductions.

**6.2 Order of Business**

The Agenda was adopted as circulated.

**6.3 Confirmation of the Minutes** (*Agenda attachment*).

Ms. Green informed that under item 5.11 Information and Good of the Institution, the minutes should be amended to reflect that Sue Johansen is a registered nurse and not a doctor. The minutes of the meeting of December 9, 2004 were confirmed as amended.

**6.4 Finance**

a) Finance/Audit Committee Report

Mr. Langin reported that the Finance/Audit Committee held a brief meeting today. The start time for future meetings will be changed to allow for a longer meeting.

b) Financial Status Reports

Ms. Shewchuk reviewed the November 2004 financial status report.

**6.5 Monitoring Report** (*Agenda attachment*)

a) Report on Ends Statements #3, 5 and 6

Ms. Schneider spoke to the Monitoring Report which focused on Continuing Education and Community Development. Ms. Schneider addressed questions from the floor regarding profit margin targets, participation rates, percentage of population served and the ACCC Rural Knowledge Cluster Project, which is a model for rural development and community capacity building.

Mr. Luders commented that he has received many positive comments from the Invermere community regarding the programming at the Invermere campus.

Mr. Luders asked the Board if it would be helpful to receive any additional information. The Board was satisfied with the information contained in the Monitoring Report and did not request anything further.

There was a brief discussion regarding the Development Fund. At the February meeting, Mr. McLachlan will provide the Board with a list of the programs that have been approved for the development fund.

**6.6 Unfinished General Business**

There was no unfinished general business.

**6.7 Business Arising and/or New Business**

There was no new business.

**6.8 Items Brought Forward from the Private Agenda**

None.

**6.9 Linkage to Ownership**

a) President's Report (*Agenda attachment*)

Dr. Rubidge spoke to his written report.

There was a brief discussion around Dr. Rubidge's recent memo to the College community which outlined the history of the College's development and his projections for the future.

b) Deans' and Directors' Reports (*Agenda attachments*)

The following Deans and Directors spoke to their written reports, which were attached to the Agenda.

- Doug McLachlan, Senior Instructional Officer and Dean of Instruction
- Denis Kielly, Director of Human Resources and Business Operations
- Donna Lomas, Dean of Instruction and College Articulation
- Heather Schneider, Dean of Instruction and Development
- Lynne Shewchuk, Bursar

Mr. Kielly addressed questions from the floor. The college is proceeding with the design of the new facility on the assumption that the track and field remains. He provided additional information regarding the piloted CUPE selection process.

Ms. Lomas spoke to the applied degree process.

Ms. Bowron informed that this year we have 274 international students, which is the highest number we have had in a calendar year to date. Our key markets are still Japan and Korea with China (including Taiwan and Hong Kong) increasing to about 25 percent of students.

e) Education Council Report (Agenda attachment)

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

#### **6.10 Agenda Items for Next Meeting**

None

#### **6.11 Information and Good of the Institution**

Ms. McKay reported that:

- Ann Rice, Biology instructor and University Studies Department Head, reports that on November 19 the University Studies Department and the Students Association hosted the annual pizza party at Boston Pizza for the University studies students. This event provides students and faculty an opportunity to interact informally and acts as a recruiting opportunity encouraging first year students to remain at the College for a second year. A good time was had by all.
- Ken Burrows, Chair of the Faculty Development Committee, would like to announce that on February 2 Dr. David Morley, Executive Director of Doctors without Borders, will be speaking about his organization to College of the Rockies' faculty, staff and students. The presentation will be in the lecture theatre, time tba.

Ms. Green reported that the Students Association:

- published an edition of Insights in December and they plan a twelve page issue in January
- held their first executive meeting today
- is planning a family fun snow day the first weekend in February
- is trying to make arrangements for dinner evenings for students at the Class Act or another local restaurant
- is entering into negotiations with the College for space if the facilities expansion goes ahead
- plans to conduct more surveys

Ms. Green also informed that the Association participated with the College's Wellness Committee in the Angel Tree project in December. As a result of the project, the families of sixteen needy students received a food hamper which included a turkey voucher and an assortment of toques, mitts and socks.

Ms. Shewchuk informed that the financial services and international education departments adopted families again this year and hampers were delivered two weeks before Christmas.

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

There were no questions.

**6.13 Meeting Evaluation**

Mr. McAnerney delivered his evaluation of the meeting. In summary, he did not note any issues.

**6.14 Adjournment**

The meeting adjourned at 4:15 p.m.

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Len Luders, Chair