



**MINUTES OF THE BOARD OF GOVERNORS
PUBLIC SESSION NO. 2
Thursday, June 12, 2003 at 4:00 p.m.
Cranbrook Campus Board Room**

Present: Janice Bradshaw, Appointed Member (Chair)
Darrell Bethune, Elected Faculty Member
Cindy Brunel, Appointed Member
Pam Catsirelis, Elected CUPE Member
Bruce Fairley, Appointed Member
Tyler Fraser, Elected Student Member
Kathy Hagman, EdCo Chair
Bob Langin, Appointed Member
Denice Louie, Appointed Member
Len Luders, Appointed Member
Chris Ondrik, Appointed Member
Jamie Robertson, Elected Student Member
Nick Rubidge, President and CEO

Regrets: Dave McAnerney, Appointed Member

College: Marianne Dakin, Board Assistant
Pat Bowron, Manager International Partnerships and Development
Michael Gordon, President of Student Association
Denis Kielly, Director of Human Resources
Donna Lomas, Dean of Instruction and Articulation
Velma McKay, President of CORFA
Doug McLachlan, Senior Instructional Officer
Toni O'Keefe, Director of College Relations/Communications
Heather Schneider, Dean of Instruction and Development
Lynne Shewchuk, Bursar
Dianne Teslak, Manager of Financial Operations and
Institutional Accountability

2.1 Welcome and Order of Business

Ms. Bradshaw took the Chair, called the meeting to order, welcomed the guests and called for round table introductions. She expressed the regrets of Mr. Dave McAnerney.

The Agenda was amended as follows:

Items 2.4 c) Report on the Board Retreat and d) Ends Statements Results were moved to Item 2.8 Announcements from the Private Session. The Agenda was adopted as amended.

2.2 Confirmation of the Minutes

The minutes of April 10, 2003 were adopted as presented.

2.3 Presentation by Michael Gordon, Student Committee Chair

Ms. Bradshaw introduced Mr. Michael Gordon, Student Committee Chair, who reported that the Committee held a referendum at all campuses and the students voted unanimously to accept the new bylaws and constitution. The Association has modeled itself after other student organizations across Canada as well as other models at the College. They have ensured financial accountability (the College will assist the students with handling their finances) and have reinstated the College liaison officer. Currently they are an association but plan to apply for Society status. Society legislation requires a motion from the Board and letter from the President to use the name College of the Rockies Student Association. Mr. Gordon asked the Board of Governors to recognize the College of the Rockies Students Association as the sole organization that represents students on campus. He also requested that fees that were collected by the College in previous years continue to be collected and disbursed at the direction of the Society. There will be an election in the fall to elect the executive.

***MOVED** that the Board of Governors recognizes the College of the Rockies Students Association as the sole organization that represents students on campus; and*

***ALSO MOVED** that all fees collected in the past by the College for the Canadian Federation of Students and the Association fees continue to be collected from students as membership dues for the new Students' Association.*

(Darrell Bethune/Pam Catsirelis) Unanimously approved

2.4 Unfinished General Business

a) Storm the Wall – Request for Team Volunteers

Mr. Bethune informed that this is an annual event at the College and this year will be held on Friday, September 12 at noon. The Board has been challenged to put together a team. Mr. Luders, Mr. Bethune, Ms. Robertson and Mr. Fraser volunteered. Mr. McAnerney will be asked to join the team. Ms. Bradshaw suggested challenging other community groups. Mr. Bethune will draft a letter for the Chair's signature issuing a friendly challenge.

b) Board Evaluation Process – General Statement

Ms. Bradshaw informed that the Board in the private session did adopt an evaluation process and will be conducting an evaluation on an annual basis and on a meeting-by-meeting basis. She thanked Ms. Hagman for spearheading the process. Dr. Rubidge commented that this demonstrates the Board's commitment to self-improvement.

c) Report on the Board Retreat

Mr. Fairley reported that a very constructive retreat was held in May and dealt with many topics very efficiently. The Board reviewed the Master Plan, completed work on the Ends Statements, worked on Board evaluation, held a very successful community consultation and looked into the future with members of the community and the Assistant Deputy Minister (ADM) of Advanced Education and also had time to socialize. Dr. Rubidge added that Mr. Soles, the ADM, went back to Victoria with a very positive impression of both the process and the institution. He used the College as an example of a college that is committed to serving the smaller communities and shared this with his colleagues. On behalf of the Board, Dr. Rubidge thanked Mr. Fairley

for the impressive job he did in setting the Agenda and organizing the retreat and for his generosity in hosting the Board at his home.

d) Ends Statements Results

Dr. Rubidge referred to the Ends Statements attached to the Agenda and advised that the Board has now agreed to adopt this set of statements. He explained that the statements will guide the institution in terms of designing programs, administrative processes, relationships with staff and the College will be using this set of statements to report back to the Board on its progress. This was the final piece to be completed in putting together the new governance model. There will now be changes to the way the Board meetings will be structured. Administrative reporting to the Board against the statements will take place mainly in the public session.

2.5 General New Business

a) Draft Calendar for 2003 – 2004

Mr. Bradshaw advised that the Board now has a draft calendar to help monitor how the Ends Statements are achieved. The calendar will be made available once it is formalized. There will be changes to the Board agenda in the fall and it will be a trial and error process at first. It has taken a great deal of work by the Board and the administration to change the governance model and it is anticipated it will provide for a more effective model. Board meetings will continue to be held the second Thursday of each month, but will now be held in a contiguous block between 2 and 5 pm.

b) Feedback from the ACCC Conference

Mr. Luders reported on the Conference held in Vancouver in May. It was an enjoyable conference and provided a great opportunity to mix with governors from across Canada. Governors talked about common issues: funding, governance, incamera v public meetings, tuition. Representation at the board table varies from province to province, e.g., Saskatchewan does not have student, faculty or support staff representation. Also, there is a real variance in board size – from seven to twenty-one members; committee structures vary as do education councils. There was an interesting governance discussion on “Whom do we really serve?” - the government or the students. The double cohort is an issue in Ontario. Mr. Luders attended the following sessions: prior learning assessment session; active teaching in the college classroom; performance based budgeting, creating an interprovincial degree program.

Ms. Bradshaw added that in the governors forum they encouraged colleges to get active with their MPs to raise colleges to a higher level on the federal agenda. An advocacy policy from an Ontario college was shared and they are looking for the colleges to involve ACCC. ACCC believes there is funding money at the federal level.

Dr. Rubidge reported that one of the sessions he attended focused on rural colleges where the de-population of rural Canada was identified as a major concern. Our region also is one that is not in the rapid growth area. We have some similarities to the regions of rural Saskatchewan and Manitoba. There are indications that the federal government is looking at expanding immigration as a way of addressing demographic concerns. The colleges would be involved in areas such as retraining, recognition of credentials, etc.

Dr. Rubidge noted that the College’s Ecuadorian visitors were well treated.

2.6 Reports

a) Chair's Report

Ms. Bradshaw reported that on June 2 she attended the Minister of Advanced Education's meeting with the Board Chairs. The Minister indicated there is no new money and there will be no further funding. The Ministry will be visiting institutions within the next six weeks to work closely with the Colleges to address concerns such as targets and flexibility in the classroom. The Ministry is very concerned with how rapidly tuitions have increased at the institutions. They are not looking at a cap but ask that the institutions be considerate of the client they are serving. The small colleges have shown the least increase in hikes. The Ministry would like the colleges to partner with the larger institutions. ABE is to remain a core function of community colleges and is the responsibility of government. They will continue to support it. The new model of industry training is going to be announced very shortly. The question of student union accountability was raised. Board composition is not currently on the agenda. Applied degrees is a big issue and transferability concerns are front and centre. Bills 34 and 35 were discussed. The Presidents joined the discussions in the afternoon.

b) President's Report

Dr. Rubidge highlighted portions of his report, a copy of which is attached.

c) Education Council Report

Ms. Hagman delivered her report, a copy of which is attached.

d) Deans' and Directors' Reports:

Reports were delivered by the following deans and directors and are appended to the Agenda:

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

2.7 Correspondence

None.

2.8 Announcements from the Private Session

The audited financial statements to March 31, 2003 and the budget for 2003/2004 were approved after they were reviewed in detail at the Finance Committee meeting.

The status to date of the Cranbrook campus Master Plan was reviewed and the Board directed management to continue to work with the community on the development of a Master Plan.

2.9 Information and Good of the Institution

- Ms. Shewchuk thanked Ms. Teslak and her staff for getting the financial statements done so quickly this year.
- Ms. McKay reported:
 - Pat Pearson completed a contract for the Centre for Curriculum and Transfer Technology (C2T2) for major revisions to two ABT Emerge courses: Business

Communications and Business English. Pat did a tremendous amount of work on the revisions. These two courses will be offered online provincially through Emerge in the fall.

- Harry Keller, Doug Nakano, Gretchen Whetham, Nathasha Macdonald, Vance Mattson, Janice Edwards and Carol Pakkala are all developing online courses for the fall to be made available for all BC, funded by PIC and C2T2
- Betty Mosher did a program about butterflies for grade 1 students.
- Ken Burrows is doing a great job with the internal faculty professional development. The on-line registration and web page work well.
- The new biology digital camera is great - Steve Kamps used it for volleyball trips, Rick Nowell is going to take some pictures of some nebulae for the Astronomy course.
- The elementary school track meet was a great success. There was a lot of talk among the parents about the value of the facility and the need to find community partners to share the cost of the needed repairs.
- Richard Hewko has been invited by Arizona State University to team teach a graduate course to teachers in combined Math/Physics at the university from June 15 to July 3.
- Charles Humphries, a retired UBC history professor, has donated his entire Canadian history library to the College. Shortly, sixty boxes of books will wend their way from the Coast to Cranbrook. Marcel Dirk and Barb Janzen have been working on this donation for the past month and a half.
- Cindy Oliver was re-elected president of the College and Institute Educators Association.
- ESL classes are visiting elementary schools in the community to share multi-cultural experiences.
- Ms. Bowron reported:
 - Despite SARS and the Iraq War that have affected other schools, international student numbers were up for the spring semester over the same time last year at COTR: 2002 have 42 students (equivalent to 34 FTEs) and 2003 had 51 students (equivalent to 42 FTEs which is more than a 20% increase. We are receiving lots of applications and continue optimistic for a good fall.
 - We have just completed this year's Fire Services Training Program and have had very good feedback. There is lots of interest for our program next year. We will have 150 fire fighters around this weekend for our Fire Training Weekend. We are getting a lot of interest in the many new fire-related programs we are researching.
 - We were pleased to have three guests from Ecuador attend the ACCC Conference; The Deputy Minister of Tourism for Ecuador, the regional director of Tourism for Cuanca, a region in Ecuador, and the Vice-Provost of UEES, our partner school in Guayaquil, Ecuador.
 - The ACCC Conference was very productive and we are looking at new funding and partnership opportunities.
- Mr. Fraser reported that the Avalanche Volleyball team coach has recruited two players from the provincial team, one ex-Dino (U of Calgary) and one from Vancouver. Two women in the nursing program will join the women's team.
- Dr. Rubidge advised that terms of two of our Board members may well be up at the end of July. He has appreciated their advice, counsel and support and they have made a huge contribution to the Board.
- Ms. Bradshaw wished everyone a good summer.

2.10 Adjournment

The meeting adjourned at 5:30 pm.

Janice Bradshaw, Chair