



**MINUTES OF THE BOARD OF GOVERNORS
PUBLIC SESSION NO. 10
Thursday, March 13, 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
Tyler Fraser, Elected Student Member
Kathy Hagman, EdCo Chair
Bob Langin, Appointed Member
Len Luders, Appointed Member
Dave McAnerney, Appointed Member
Jamie Robertson, Elected Student Member
Nick Rubidge, President and CEO

Regrets: Bruce Fairley, Appointed Member
Denice Louie, Appoint Member
Chris Ondrik, Appointed Member

College: Marianne Dakin, Board Assistant
Debbie Hope, VP Faculty Association
Denis Kielly, Director Human Resources and Business Operations
Donna Lomas, Dean of Instruction and Articulation
Doug McLachlan, Senior Instructional Officer
Toni O'Keeffe, Director of Communications
Heather Schneider, Dean of Instruction and Development
Lynne Shewchuk, Bursar

10.1 Welcome and Order of Business

Ms. Bradshaw took the Chair, called the meeting to order and expressed the regrets of the members who were absent. She welcomed the guests and called for round table introductions. The Agenda was adopted as presented.

10.2 Confirmation of the Minutes

The minutes of February 13, 2003 were adopted as presented.

10.3 Unfinished General Business

None.

10.4 General New Business

None.

10.5 Reports

a) Chair's Report

Ms. Bradshaw attended the ACCC Board meeting in Ottawa last month. The meeting itself was a valuable forum that discussed national and international issues. She distributed copies of the

ACCC strategic focus report for 2002 - 2003 and the reports from the various regions across Canada and ACCC's financial summary for 2003 – 04. These reports highlight what is happening in the education systems in colleges across the country. ACCC's strategic focus for 2003 – 06 is to influence national and public policy priorities and to enhance members' capacities to respond to the opportunities and challenges facing them. There was a great deal of money that was announced in the budget that was earmarked for the colleges that was a surprise to the President of ACCC. Many of the ACCC staff have been pulled from the foreign projects because of the impending war and global instability. A lot of the projects are operating without the staffing ratios required.

Ms. Bradshaw attended Dr. Laugh's presentation at the College along with several other Board members.

b) President's Report

Dr. Rubidge highlighted portions of his report, a copy of which is appended to the Agenda. For the past month he has been primarily focusing on the budget and has been meeting with the senior executive to work on various budget scenarios and the campus master plan.

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 (*report distributed at the meeting*)
- Toni O'Keeffe, Director Communication Services and College Relations
- Heather Schneider, Dean of Instruction and Development (*Ms. Schneider distributed an outline of trades and technical programming for 2003/04.*)
- Lynne Shewchuk, Bursar (Ms. Shewchuk reminded that the fiscal year end is March 31 and asked all Board members to ensure they submit their expense claims.)

10.6 Correspondence

a) Letter dated February 5, 2003 from the Minister of Advanced Education
and Minister of Finance re the Budget Transparency and Accountability Act.

Dr. Rubidge spoke to the letter announcing increased reporting will be required to provide the Ministry with the details it needs to produce government financial budgets, forecasts and reports all on a generally accepted accounting principles basis consistent with legislation.

10.7 Announcements from the Private Session

Ms. Bradshaw advised that the Board has reviewed the budget projections and believes there will be no further staff reductions in the coming year.

The COTR Awards Ceremony will be held on April 10 at 1:00 pm in the lecture theatre.

Open House is scheduled for May 1 and about 800 people are expected to attend the keynote presentation by David Suzuki at 7:00 pm in the College gym.

10.8 Information and Good of the Institution

- Ms. Bradshaw advised that the Board in an effort to connect more with the community will meet this evening with Cranbrook City Council. COTR senior executive will deliver a presentation and then Council, Board and staff will have informal discussions.
- Ms. Hope informed that:
 - Harry Keller, an instructor in the business administration program, is taking four of his second year business students to the BC business competition in Kelowna this week. Team members are Heather Folden, Christi Cooke, Samara Harrison and Liana Naegeli. Teams from COTR have done extremely well in the past.
 - The ABE students in Golden have started offering yoga for students. Student involvement has been excellent.
 - In support of literacy, ABE in Golden is also offering children's books and parenting books for students to borrow. Reading to children at home is being documented and rewarded at school.
 - In conjunction with both the Tourism and Recreation Programs and Events Management Program, students have started working at the new St Eugene Mission Delta Hotel as part of the conferences and banquet department. Students have been very successful in the work performed and managers at Delta are excited about developing a public/private partnership with the previously mentioned programs.
 - The spaghetti bridge contest was held with seventeen students taking part. The winning bridge was made with 750 grams. of pasta and it held 64 lbs. over a 1.0 metre expanse. Corporate sponsors were COTR, student council, Beaver Foods, Home Hardware, Canadian Tire and Timber Mart.
 - The Dental Assistant students are completing their first practicum with extremely favourable reports from all dentists involved. One student has been offered fulltime employment following the completion of the program. The Dental Clinic will begin offering preventive services on March 26, 2003. Four local dentists will be completing exams on approximately 400 patients prior to those patients being treated by our students.
 - The 10th annual literacy golf tournament will be held June 4 at Radium Hot Springs Resource. Invitations to Board members will be sent out in early April. Over \$70,000 has been raised over the past ten years for literacy programs at both the College and the Invermere Public Library.
- Dr. Rubidge advised that the Minister of Advanced Education will visit the Creston campus next week to hold a forum with students. Students from Selkirk College, Kootenay School of the Arts and COTR have been invited to meet with the Minister for an informal consultation.
- Ms. Brunel commented that it was wonderful to have a transition centre set up at the College's Sparwood Campus for assisting with the Line Creek Mines layoffs.

10.9 Adjournment

The meeting adjourned at 5:00 pm.