



**MINUTES OF THE BOARD
OF GOVERNORS
Cranbrook Campus
Thursday, June 14, 2012
Public Session 2**

Attendance:

Jim	Abbott	Appointed member
Glen	Campbell	Appointed member
Orest	Federko	Appointed member - Chair
David	Handy	Appointed member
Ken	Hoepfner	Appointed member
Alex	Jensen	Appointed member
Rob	Ondrik	Appointed member
Doris	Penner	Appointed member
Gloria	Perry	Appointed member
Joe	Pierre	Appointed member
Richard	Reinders	Appointed member – Vice Chair
Jim	Bailey	Chair – EdCo
Katie	Hamar	Elected Student
Colhane	Martyniuk	Elected CUPE
Grant	Unger	Elected Faculty
David	Wiebe	Elected Student
Nick	Rubidge	President & CEO
Doug	McLachlan	Vice President, Education
Dianne	Teslak	Vice President, Finance
Darrell	Bethune	Acting Dean of Instruction
Marilyn	Petersen	Dean of Instruction
Pat	Bowron	Executive Director, International Affairs
Laura	Cooper	Dean of Instruction
Donna	Kraus-Hagerman	Exec. Director, College Relations & Marketing
Sheila	McDonald	Executive Director, HR
Ron	McRae	Dean of Instruction
Sue	Bodnaruk	Board Assistant
Pauline	Bennison	Designate for CORFA President
Lourdes	Butalid	Public

* Highlighted: indicates **Not** in Attendance

2.1 Welcome and Call to Order

Orest Federko, Chair called the meeting to order at 3:01 pm and welcomed guests to the meeting. Mr. Federko introduced our newest appointed Board member – Ken Hoepfner representing Golden.

2.2 Order of Business

- 2.7 a) Institutional Comparison Analysis (D. Teslak)
- 2.9 a) Faculty Collective Agreement (S. McDonald)

2.3 **Confirmation of the Minutes** – May 10, 2012

Moved that the Minutes of May 10, 2012 be approved as presented.
Martyniuk/Reinders

2.4 **Finance**

a) Final Audited Financial Statements

Ms. Teslak stated that the Final Audited Financial Statements being presented today is the same as presented to the Board as draft and approved at the May 10, 2012 Board meeting.

b) Ministry Funding Letter

The Ministry's Letter of Expectation received looks more like a contract. The final letter has been signed by the Minister of Education and the Board Chair. There is no reference as to how much our funding is but the Ministry has promised that by the middle of June we will have the portion of the funding letter that will tell us what our funding is. The process is a little different this year and sets out the parameters by which we will operate for the year.

c) Routine Capital Letter

This is the funding that we have normally referred to as ACA. They have changed the terminology and have also broken the funding dollars into 3 different envelopes. There is a portion for the Minor Maintenance and Rehabilitation in the amount of \$266,393 which is slightly more than what we received in the past 2 years. In years previous to that, we received almost \$1million. The other 2 envelopes are for Life Safety Projects and Major Maintenance and Rehabilitation Projects. They have since sent us a letter saying that we don't have any projects from our Facilities Assessment that would be significant enough that they will give us funding for. They will be inviting us to submit projects that they may fund under this Major Maintenance envelope. A portion of the roof in the Carpentry program is in dire need of replacement and is leaking now. This is something that will be put on the request list for major maintenance.

We have been digging into our operating budget and cut about \$300,000 to \$400,000 from the budget but that would be extremely difficult to do at this time of the year. We do have a reserve of ACA funding from previous years and that might be something we need to get permission to use. The roof has to be fixed.
Discussion followed.

Moved that the Board direct the administration to approach the Ministry to receive expedited permission to proceed with repairs to the Carpentry roof.

Jensen/Reinders

Carried Unanimously

d) ITA Letter of Agreement

The Letter of Agreement has not yet been signed. The letter is more prescriptive and outlines targets as well as penalties to institutions that have not met their targets. We are able to redirect funds from apprentice to apprentice or foundation to apprentice, but not from apprentice to foundation. ITA's focus is apprenticeship.

2.5 Monitoring Report

a) Institutional Accountability Plan

Doug McLachlan spoke to the Institutional Accountability Plan. The purpose of the Accountability Plan is to describe the results or outcomes the institution hopes to achieve which basically speaks to what we are planning to do and how will we monitor the progress. It also articulates results an institution achieved over the previous year. The intended audiences are the general public, students, parents, etc. The other audience is the Minister responsible for post-secondary education including the Minister. The administration is required to bring it to the Board for approval. It is then forwarded to the Ministry where it is posted on the Ministry website and we are required to post it on our website. Mr. McLachlan provided commentary to highlight some of the components and spoke at length to the plan. Our College Strategic directions need to tie into the Ministry's goals and strategic objectives. Mr. McLachlan informed the Board that administration reports on various monitoring items throughout the year that speak to specific Ends Statements. Within our Strategic Plan we ensure that our Ends Statements are met in all of those particular goals or strategies. Mr. McLachlan responded to questions from the Board.

Moved that the Board receive and approve the Institutional Accountability Plan as presented.

Ondrik/Pierre

Carried Unanimously

b) Inter-Institutional Financial Comparisons

Ms. Teslak gave a short slide presentation to respond to Mr. Abbott's question about how we compare to other institutions in terms of how much of our total revenue comes from government funding, tuition revenue, etc. We are dramatically less dependent on government funding than other small rural institutions.

2.6 Unfinished General Business

a) None.

2.7 Business Arising and/or New Business

a) Comparative Analysis of Colleges

Ms. Teslak commented that this presentation was shared with Bill Bennett and the Chief of Staff for the Premier. The data used to put this together comes from publically available documents. This is a presentation on the 5 year trend of the productivity of small, rural colleges. COTR is consistently top of the heap and shows how productive we are year after year. Our grant funding per student FTE is below average in terms of funding we receive for the number of students the Ministry expects us to produce. If College of the Rockies is the base and was funded per actual student FTE that we produced at the same rate as what Selkirk College gets funding, we would have had \$8 million more in funding in the 2010/11 year; if we were funded the same as North Island College we would have had \$3 million more. These are very dramatic funding inequities.

2.8 Correspondence

- a) None

2.9 Items Brought Forward from the Private Agenda

- a) Mrs. McDonald stated that during the Private Session of the Board, the Board ratified the Faculty Collective Agreement for 2010/12. It will now go for ratification by the PSEA Board and it will also be ratified by Faculty.

2.10 Linkage to Ownership

- a) Chair's Report

Mr. Federko reported:

- Toured satellite campuses – Fernie, Golden, Invermere
- Met with Marko Maryniak and Andy Cohen (former Board members) – true supporters of the College of the Rockies;
- Travel for orientation with newly appointed Board members Glen Campbell (Fernie) and Ken Hoepfner (Golden) –
- Met with Golden Mayor Christina Benty – very supportive of College; viewed residence in Golden;
- Invermere Campus – toured various facilities including the Aboriginal daycare called the Little Badger Daycare – 99% occupied by non-Aboriginal children; tour of Aboriginal property where a campground and RV park is being planned; invited to Aboriginal Day on Saturday, June 14th;
- Invited to join Dawn Minty and Tony Loughran for lunch along with City representatives and Ktunaxa representatives;
- Attended the World Congress at ACCC in Halifax – themes: Aboriginal Learning, International Education, Transformation of Leadership – COTR has strong international presence and strong leadership of COTR recognized by colleagues
- Attended Employee Recognition Dinner.

- b) President's Report:

- Attended ACCC
- Ministry visit to COTR very helpful – first visit with Dawn in her role as Assistant Deputy Minister/Tony Loughran – new Regional Director with responsibilities for institutions from Fraser Valley east to Interior – his first visit to any institution;
- Dianne Teslak and Dr. Rubidge met with Bill Bennett and Ken Boessenkool, Premier's Chief of Staff – presentation by Ms. Teslak and talked about challenges on the Trades Training side – useful meeting to get some small, rural college perspective to someone who holds a senior position in the Ministry.

- b) Deans' Reports:

Laura Cooper:

- attended ACCC – primarily Aboriginal sessions – loud message was that Aboriginals have the right to control Aboriginal education and speak their stories;
- continuing to work on the Aboriginal Strategic Plan;
- preparing to be done at the end of the month prior to medical leave;

- working on targeted training that is being funded by KAST, Ktunaxa Nation and the Metis Nation directly with the campuses which is part of our indigenization strategy to decentralize the delivery of service.

Pat Bowron:

- Presented a video that speaks to the voice of students involved with International work and distributed a copy of the video to each of the Board members for their information and files. Last year two students went to Tanzania and did some filming work for us with our partners in Tanzania and around some of the work we're doing with the National College of Tourism.

Doug McLachlan:

- Is the College's representative on the Ike Barber Advisory and attended the Celebration of Life for Ike Barber – gave short overview of Mr. Barber's life and his accomplishments;
- Opportunity to spend time with the person who runs the Kwantlen College Research Institute to do planning on how we can move towards innovative things in teaching, learning and research here;
- Met with School District Superintendent and Teck Coal who provided us with funding to continue on with the Transitions Coordinator for the next year;
- Working on a variety of interesting initiatives with Teck – they are a major employer but also a major supporter of post-secondary education;
- Attended a number of graduation ceremonies at campuses;
- Institutional Research/Registration side – doing a lot of work on admission and enrolment report to get the data that is relevant and more useful.

Sheila McDonald:

- Had a very successful Employee Recognition dinner on June 9, 2012;
- Attended a labour relations conference in Calgary – emphasis on mental health and mental illness;
- Marion Dixon, Manager Payroll attended a health conference in the Okanagan with one of our Payroll technicians;
- Attended a Violent Threat Assessment Workshop in Calgary with our Registrar so that we can put a committee here at the College.

Dianne Teslak:

- Spent 2 weeks in Tanzania and Kenya visiting 3 of our partners – amazing to meet with them and get the sense of how much they appreciate the work that COTR is doing and how much of an impact we are having at their institutions;
- Met with VP Finance at 2 of the institutions and talked about their processes and systems – discovered they have a lot of the same challenges;
- Fighting rain in the Facilities Department. Lots of projects now that classes are done;
- Financial Services – getting last of year end reporting requirements in to Federal and Provincial governments.

2.11 Agenda Items for Next Meeting

- a) None
- b)

2.12 Information and Good of the Institution

- a) Bill 18

Information for the Board regarding correspondence received from Cheryl Wenezenki-Yolland – Deputy Minister clarifying Bill 18 and amendments to the Act. It identifies the parts of the Bill that have been enacted.

There is a union appeal to the Supreme Court about the validity of amendment to the Act.

- b) Budget and Fiscal Plan 2012/13 – 2014/15

For Board information. A copy of the letter that was received from Deputy Minister in response to the letter that the Presidents had written to the Deputy suggesting that challenges being presented by the government would have some profound impact on our ability to offer programs and services.

- c) CRNBC

For Board information. Correspondence was received from CRNBC confirming and congratulating the College of the Rockies on the receipt of a full 7 years of accreditation. For Board information.

- d) Ron McRae – Retirement

Dr. Rubidge acknowledged that Ron McRae is retiring from the College after 30 year of service. He came to the College in 1982 and has been here ever since. The Board asked that their congratulations and thanks be conveyed to Mr. McRae. The Chair will sign the letter of thanks. The Board also wished Laura well with her surgery.

- e) Alex Jensen – Outgoing Board Member

Mr. Federko stated that this is Mr. Alex Jensen's last Board meeting. Mr. Jensen's commitment and knowledge have been very valuable to this Board and he absolutely is going to be missed. Mr. Federko thanked Mr. Jensen on behalf of the Board for his commitment and dedication to the Board and to the College.

2.13 Questions from the Public Regarding any Agenda Item

None.

2.14 Adjournment

Moved that the meeting be adjourned at 4:50 pm.
Jensen/Reinders

Carried Unanimously

Orest Federko – Chair

Date