



**MINUTES OF THE BOARD OF GOVERNORS  
PUBLIC SESSION NO. 4  
Thursday, February 2, 2012 – 3:00 pm  
Cranbrook Campus**

Attendance:

Board	Alex Jensen Orest Federko Richard Reinders David Handy Joe Pierre Doris Penner Jim Bailey Colhane Martyniuk Grant Unger David Wiebe Katie Hamar Nick Rubidge	Appointed Member Appointed Member Appointed Member Appointed Member Appointed Member Appointed Member EdCo Chair Elected CUPE Elected Faculty Elected Student Elected Student President/CEO
College	Donna Kraus-Hagerman Doug McLachlan Sheila McDonald Dianne Teslak Laura Cooper Marilyn Petersen Pat Bowron Sue Bodnaruk	Exec. Director, College Relations & Marketing Vice President, Education Exec. Director, Human Resources Vice President, Finance Dean of Instruction Dean of Instruction Exec. Director, International Affairs Board Assistant
Regrets	Rob Ondrik Jim Abbott Gloria Perry	Appointed Member Appointed Member Appointed Member
Public	Leslie Molnar Butch Butalid Pauline Bennison	President, CORFA Faculty Faculty

**4.1 Welcome and Call to Order**

Orest Federko, Chair called the meeting to order at 3:05 pm. Round table introductions were made.

**4.2 Order of Business**

As presented.

**4.3 Confirmation of the Minutes**

**MOVED** that the Minutes of September 15, 2011 be accepted as presented.

Jensen/Wiebe

Carried Unanimously

#### **4.4 Finance**

##### Final Audited Financial Statements

Dianne Teslak - Vice President, Finance provided a brief report on the Finance Committee meeting. At the end of December we were 75% into the fiscal period. On the receipt side we have received 82% of our budgeted revenues for the year. This is comparable to last year.

The Finance Committee reviewed the reports in detail and had no issues to bring forward.

**MOVED** that the Finance/Audit Committee report be accepted as presented.

Martyniuk/Reinders

Carried Unanimously

#### **4.5 Monitoring Report**

##### 4.5 (a) Monitoring Reports

Sheila McDonald – Executive Director, HR spoke to the attached report regarding PD Activities, Sick Leave and Grievances Report and replied to questions from the Board.

**MOVED** that the Monitoring Report on PD Activities, Sick Leave and Grievances Report be accepted as presented.

Reinders/Unger

Carried Unanimously

#### **4.6 Unfinished General Business**

None.

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

##### a) Tuition for Academic Year 2012/13

The Minister of Finance has approved the maximum rate for tuition adjustment for 2012/13 to be 2%. Dianne noted that 75% of our funding comes from government contributions through the Ministry of Advanced Education or the Industry Training Authority. To maintain our position in tuition increases, it is critical that we implement small, incremental inflationary adjustments to tuition as the opportunity to implement a more significant increase at some point in time will likely not be possible because of the tuition cap. Most programs/courses in University Studies, Vocational, Career Tech and Apprenticeship will be subject to the tuition inflationary adjustment but will not apply to those programs that already have differential fee structures. Adult Basic Education programming will remain free.

In the Private Session the Board approved a 2% inflationary adjustment to tuition for the 2012/13 academic year in line with the government policy for post-secondary tuition increases.

#### **4.8 Correspondence**

None.

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

The Board approved the College of the Rockies' Values Statements in the Private Session of the Board. These will be added to our website by next week.

Chair Federko thanked the sub-committee (David Handy, Grant Unger, Heather Jackson and Nick Rubidge) for their work and diligence. He also thanked EdCo for their review of the draft version and for the suggestions they put forward to the Board for consideration.

## **4.10 Linkage to Ownership**

### **4.10 (a) Chair's Report**

Orest Federko, Chair advised that he and the President met with our MLA regarding the Regional Workforce Tables and advised Bill Bennett that COTR is very interested in participating but would like to be on the leading edge. Tables are currently being developed. There is Tables in the North East and the North West and should be in this area soon.

The Chair was also involved with:

- orientation for Gloria Perry our newest appointed Board member
- Board Chair teleconference at the invitation of the Minister Yamamoto re: Bill 18, Cooperative Gains Mandate and the Government Letter of Expectation. We were advised that we receive our draft letter from the government in early February. Subsequent to that, the Presidents will meet and are required to have a report back to the Ministry by February 24<sup>th</sup>. They hope to have our GLE finalized by the end of March.
- College Advocacy Sub-Committee (Friends of the College) along with Rob Ondrik who is leading that initiative and Nick Rubidge. To date – the sub-committee has met with Rick Jensen, Dennis Rounsville, Mike Kozinuk, and Bill Fleming.

### **4.10 (b) President's Report**

Dr. Rubidge has been involved in:

- working internally on looking at various scenarios and capital requests as well as operating budgets;
- ongoing budget discussions with the Ministry – one sister institution in the northwest announced it has a \$1.7 million deficit and most small institutions have similar types of numbers to deal with – looking at zero over 2 years;
- participated in an Immigration round table – committee chaired by MLA in Burnaby/Richmond and Stockwell Day. Committee has been holding hearings around the province to look at the effectiveness of foreign workers strategies and programs and to get feedback from employers on how that's working and what both levels of government can do to help resolve some of the worker challenges ahead of us.
- Participating on an ongoing basis with Ktunaxa Self Governance Committee. They are making fair progress on developing protocol with them with respect to supporting their government's process;
- Participating with a community group that is looking at replacing Mt. Baker Senior Secondary School and creating a Learning Centre;
- Ed Carriger who was our oldest student died last week – he was the epitome of lifelong learning.

### **4.10 (c) Deans' and Directors' Reports**

#### **Laura Cooper:**

Dr. Cooper reported on:

- Aboriginal Education Support Worker Program is now completed;
- A number of courses have now been indigenized – Aboriginal Advisory Committee very supportive – engaged in team teaching;
- Received notification from Aboriginal Health Human Resources Initiative (AHHRI) Federal project that we have been successful in one of our applications for the fiscal ending March 2012;
- We have an adult Education instructor working at the Street Angel project in Cranbrook delivering adult education a few days per week;

- The College is sponsoring a Math contest in the public school sector as part of a provincial math contest in the spring;
- BC Genome will be delivering a presentation to the community that will focus on forests, genomics and climate change;
- We have released Natalie Lesage – coordinator of Arts & University Studies to work with International on the Burkina Faso Project;
- New art room that will be open during the Open House next week;
- BC Deans of Arts & Sciences from both public and private are coming together on the proposal for the MOU;
- Announced her recent engagement.

### **Donna Kraus-Hagerman**

Ms. Kraus-Hagerman spoke to the Open House scheduled for February 9<sup>th</sup>. There was great collaboration between Marketing, Faculty, and Student Services. All areas of the College will get together next Thursday from 4:00 pm to 6:00 pm for Open House. This is usually well attended and the community really appreciates this as it keeps people abreast of what courses are offered.

The Kootenay Business Magazine will have an 8 page tab insert on Math and Science. We will take 1,000 over-runs into the high schools and that our recruiters will take on the road. It will feature all our Math and Science programs, our faculty, current students and will feature successful grads that started here.

Our Career Fair is on Thursday, March 8 at 11:45 am and the Board is invited to attend. They should let Sue know if they want tickets.

This is the start of the busy recruiting time. We are recruiting in Saskatchewan, local areas and bringing busloads of students here. We have a lot of students coming in for Student for a Day and Donna thanked Faculty for help with that initiative.

### **Ron McRae**

Mr. McRae was unable to attend the meeting and presented a written report for the Board's information that included:

- Good progress on the Aboriginal Gathering Place – BC Hydro work is completed. When the BC Hydro engineer and inspector attended to do an inspection of the work done by the students, they asked to take photographs of it because they stated that it was one of the best installation they have seen and wanted to use it as examples when they are talking to other contractors
- We received \$100,000 from Teck for the Aboriginal Gathering Place.

### **Marilyn Petersen**

Dr. Petersen advised that College of the Rockies has reached a new milestone. The College had submitted its application package in early January 2012 to the BC Council on Admissions and Transfer (BCCAT) for the designation of a receiving institution. The Transfer and Articulation Committee (TAC) of the BC Council on Admissions and Transfer (BCCAT) reviewed our request and supporting material. On January 23, 2012 we were advised that College of the Rockies has been designated as a receiving institution within the BC Transfer System.

In the late 1960's BCCAT was set up to develop a transfer model for post-secondary institutions. The traditional transfer model is that students complete 2 years at a college and move on to a research university to complete their next 2 years. In the last decade colleges have been granted the ability to confer their own degrees. What this has meant

is that students started to move through the post-secondary system and there are different ways than the 2 + 2 model. BCCAT commissioned a study on student mobility and found that some students followed the traditional model and 22,500 students moved through the post-secondary system in BC in very different ways. There are as many are transferring in to colleges as are transferring out. What this receiving designation acknowledges is that with our BBA degree and other degrees that we offer in collaboration with UVic students are actually bringing credentials into our institution to move forward with their studies at College of the Rockies to complete their degree. It is an important indication of how we have grown as a college. This will mean that when students go to the BCCAT site they will be able to see where their courses transfer into programs at COTR.

Dr. Petersen acknowledged the tremendous work of Karen Langan, Articulation Officer who worked very diligently to set up the transfer credit policy, website and the processes that need to be in place for us gain the designation as a receiving institution.

Over the past few months, Dr. Petersen has been working on the Accreditation Report for our Bachelor of Science in Nursing Program with the faculty. The BSN program is accredited by 2 bodies which demand that we provide evidence that what we say we do is actually what we do. Dr. Petersen wanted to thank the BSN faculty for doing a stellar job.

### **Pat Bowron**

Ms. Bowron stated that her department is focusing a lot on Federal/Provincial strategy around the expansion of International. We now have 124 students this winter from China, India, as well as Africa. The academic students numbers are at 110 students so a high percentage of our students are not English Language Training students. Our International team has been working with Faculty members to try and determine what strategies we can implement of do a better job.

The contract side of the house has also been growing and looking at getting back into Chile and are currently working through paperwork. Our 2 Tanzanian projects are going well and are in our last 6 months of these projects. We have been awarded contract with Plan Canada and have a contribution agreement with CIDA for a large development project with IAMGOLD in Burkina Faso and have a fairly large contract in the tune of about \$3/4 million over 5 years.

Pat commented on a big international project that has been announced by the Minister of CIDA. This announcement is still under a "cone of silence" and Pat cannot announce publicly at this time. However, Pat did distribute a copy of the Minister's announcement made on December 23, 2011 announcing a number of projects to the total of about \$110 million in Canada. We are working on a contribution agreement with CIDA that will take possibly 4 to 6 months to get to the agreement stage. Only 2 colleges out of hundreds of application were awarded contracts. Pat reiterated that this announcement has not yet been made public until the agreement has been signed by the government in June or July.

Internationalization is important to our students and our communities. In a rural community it's very difficult for our students to travel abroad. We try to do things where faculty or students can be travelling internationally back and forth and get real world experience.

### **Sheila McDonald**

Ms. McDonald reported that she has spent a large part of the first week in January doing reporting on local bargaining. We had a facilitation/mediation around a CUPE classification matter and are working on a current grievance.

### **Dianne Teslak**

Ms. Teslak informed the Board that we had two different audits happening on site at the same time. The Finance Department has been working in preparation for those audits and working with those audit teams. She is heavily involved in development of our budget for next year that has some very unique challenges this year. On the Facilities side house, we have completed the renovations for the Fine Arts Program and the Hairstyling Program. The new Manager in Facilities is busily familiarizing himself with all the campuses and all the facilities as well as working on some energy conservation planning for savings.

Shaw Cable was on campus on Wednesday, February 1<sup>st</sup> to film the Hairstyling Program. Trades students were recruited for shampoos and cuts and the reporter had his hair cut on camera as well. There is a 2 year waitlist for the Hairstyling Program.

### **Doug McLachlan**

We have come very close to NCAST and video conferencing in our lecture theatre and hope to be completed by the end of the semester. Mr. McLachlan complimented Jonathan Butt and his staff for their work. We are literally kilometers ahead of our competition technologically and are moving to update our regional campuses as well.

- Fernie Campus – just completed PN program – started with 18 students and completed with 18 students who just wrote their national exams. Have 10 students just started in the Older Worker Program at Fernie.
- Invermere Campus – approached by the Golden Life Management group who are expanding their facilities in Invermere and are going to be employing 30 new Care Aides within the next year or so. We worked out an agreement with them where they contributed money and we were able to add an additional health care training program.
- Golden Campus – working with the Provincial Government on some Employment Skills Access Programs – just received \$117,000 for an Introduction to Trades Program. The end result is that we will have a timber frame entrance that will go from the building to the parking lot. The Kicking Horse Chamber of Commerce Business Awards presented the Golden Campus with the “Spirit of Good Business” award.
- Kimberley Campus – is doing online TESOL training. The Three Bars Ranch has approached our Continuing Education Department wanting to do some Dude Ranch training.
- Creston Campus – just offered “Handy Gardeners” for a group of students with disabilities. Online Continuing Education continues to be a high draw for students in Creston as well.

### **4.10(d) Education Council Report**

Mr. Bailey spoke to his written report from the November 16, 2012 meeting where he was elected Chair and Gina Bennett was elected as Vice Chair of EdCo. The Education Council discussed the College’s Values Statements and provided recommendations to the Board. Also discussed was the directive from the Ministry to not offer the Primary Care Paramedic Program. Curriculum and Articulation Standing Committee (CASC) recommended approval of course outlines for several programs and EdCo adopted a list of steps to follow when creating policies. EdCo received reports from several committee representatives: Awards Committee, CASC, Classroom & Information Technology Committee and the Program Planning Committee. The December 21<sup>st</sup> EdCo meeting was cancelled due to lack of quorum.

#### **4.11 Agenda Items for Next Meeting**

a. None.

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

##### 4.12(a) Institutional Accountability Plan and Report

A copy of the December 7, 2011 letter from the Ministry of Advanced Education was presented to the Board for their information. Dr. Rubidge thanked Doug McLachlan and his colleagues for preparation and submission of the report. He acknowledged the hard work people from this institution have done over the decades and thanked all who work so hard to help us meet our targets.

##### 4.12(b) Aboriginal Gathering Place Funding Increase

Dr. Rubidge announced that Teck Coal has donated \$100,000 towards the construction of the Aboriginal Gathering Place and funds were channeled through the Ktunaxa Nation.

##### 4.12 (c) KIP Completion

Correspondence has been received from the Ministry's Post-Secondary Funding and Corporate Finance Branch that Industry Canada has reviewed the final close-out documentation for our Knowledge Infrastructure Program project and has recommended release of the final federal funding payment in the amount of \$38,683 to be kept for expenditures related to this KIP project. The actual total project cost was \$11,156,115 and funded by provincial contributions of \$5,828,058 and federal contributions of \$5,328,058.

##### 4.12 (d) Natural Sciences & Engineering Research Council

Mr. McLachlan was pleased to announce that the Natural Sciences and Engineering Research Council has completed the review and has approved College of the Rockies' request for eligibility to administer NSERC funds. He spoke to a short powerpoint presentation. NSERC is a research council and its role is to make investment in people, discovery and innovation to increase Canada's scientific and technology capabilities to benefit all Canadians. They invest in people by supporting post-secondary students and faculty and industry as well to promote discovery by funding research conducted by post-secondary institutions. They foster innovation by encouraging Canadian companies to participate and invest in post-secondary research and training. Over the last 10 years NSERC has invested over \$7 billion in research. Most of this funding has gone to research universities and over the last few years have focused on applied research for colleges.

This means that NSERC recognizes that COTR has met all NSERC eligibility requirements and COTR researchers will now be able to participate as applicants in the *Idea to Innovation Grants* and as co-applicants in collaboration with university faculty on a number of research project grant programs as long as the researchers meet certain eligibility criteria. COTR will then have access to the funds awarded if an award is made.

Mr. McLachlan will be on a teleconference with his peers in the province who already have NSERC funding and will be talking and learning from each other on how we do things on our own and how we may participate and partner with other institutions. Selkirk College and Okanagan College both have this certification as well.

##### 4.12 (e) Correspondence from Deputy Minister

A copy of the correspondence received from Deputy Minister Cheryl Wenezenki-Yolland was presented to the Board for their information. She has recently been confirmed as

Deputy Minister of the Ministry of Advanced Education and looks forward to continuing to work closely with the post-secondary sector.

**4.13 Questions from the Public regarding any Agenda Items**

None

**4.14 Adjournment**

**Moved** that the meeting be adjourned at 4:47 pm.

Jensen/Unger

Carried Unanimously

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Orest Federko – Chair

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Date