



**MINUTES OF THE BOARD OF GOVERNORS  
PUBLIC SESSION NO. 5  
Thursday, February 3, 2011– 1:00 pm  
Cranbrook Campus**

Attendance:

Board	Marko Maryniak Richard Reinders Rob Ondrik Alex Jensen Orest Federko David Handy Joe Pierre Jim Bailey Heather Jackson Grant Unger Adam MacDonald Nick Rubidge	Appointed Member Appointed Member Appointed Member Appointed Member Appointed Member Appointed Member Appointed Member Edco Chair Elected CUPE Elected Faculty Student Representative President/CEO
College	Sheila McDonald Donna Kraus-Hagerman Doug McLachlan Dianne Teslak Pat Bowron Ron McRae Marilyn Petersen Laura Cooper Sue Bodnaruk	Exec. Director, Human Resources Exec. Director, Marketing/Community Relations Vice President, Education Vice President, Finance Executive Director, International Affairs Dean of Instruction Dean of Instruction Dean of Instruction Board Assistant
Guests	Neil Muth Greg Deck	President/CEO – Columbia Basin Trust Board Vice Chair – Columbia Basin Trust
Regrets	David Wiebe Andy Cohen	Student Representative Appointed Member

**5.1 Welcome and Call to Order**

Meeting called to order at 3:12 pm by Alex Jensen. Round table introductions were made.

**5.2 Order of Business**

**Add:**

5.9b Tuition Increase

**5.3 Confirmation of the Minutes**

**MOVED** that the Minutes of September 9, 2010 be accepted as presented.

Maryniak/Jackson

Carried Unanimously

#### **5.4 Finance**

Dianne informed the group that the Finance Committee reviewed the detailed status report the summary status report and there were no financial concerns. At the end of December 31, 2010, we were 75% through the fiscal period and have expended 67% of our expenditure. We are very much on line with where we were in the previous year.

#### **5.5 Monitoring Report**

##### Presentation by Columbia Basin Trust:

Neil Muth – President & CEO of Columbia Basin Trust along with Greg Deck – Board Vice Chair attended the meeting and gave a presentation on history of the Columbia Basin Trust and its plans for the future. A copy of the presentation was distributed.

Chair Alex Jensen thanked Mr. Muth and Mr. Deck the informative presentation.

#### **5.6 Unfinished General Business**

None.

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

None.

#### **5.8 Correspondence**

None.

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

##### 5.9a COTR Mission/Vision Statements

Dr. Rubidge provided background information on the process the Board followed to review the College Mission and Vision Statements. The Board sub-committee met over a period of several months to deliberate on how to improve on the statements. Once a consensus was met, the proposed statements were posted on a sharepoint site for all College constituents to make comment on. The result of this survey was presented to EdCo for their information and acceptance. At the Private Session of this Board meeting, the Board approved the following:

Our Vision is:

*To be as spectacular as the mountains from which we take our name, inspiring and challenging learners to set and reach noble goals and become intellectually agile, socially engaged and empower global citizens.*

Our Mission is:

*To enrich lives and engage communities through the power of education.*

##### 5.9b Tuition Increase:

We do not know yet what the tuition limit mandate will be, but the Minister of Finance has approved the mandate for a tuition adjustment in 2011/12. There is a lot of work to do to get our system upgraded in order to register students in May. The rate over the past 6 years has been 2%. This adjustment will not apply to those programs that already have differential fee structures and any further increase is deemed to exceed what the market will support. Adult Basic Education programming will remain tuition free.

**MOVED** that the Board approve an adjustment to tuition for the 2011/12 academic year up to the amount mandated in the government policy for post-secondary tuition increases based on the BCCPI or the Higher Education Price Index.  
Reinders/Maryniak CARRIED UNANIMOUSLY

## **5.10 Linkage to Ownership**

### 5.10 (a) Chair's Report

The Chair reported that he and the Vice President of Finance made a presentation to the Select Steering Committee on the loss of our ACA and implications on the \$ 6 million reduction in our funding. He and other Board members participated in the COTR golf tournament in September and the ground breaking ceremony for the Aboriginal Gathering Place where Joe Pierre spoke. Other meetings the Chair attended included the BCC Chairs' and Presidents' meeting where he met the Minister. Items of discussion included the looming shortage in the trades, how to get students through K to 12 faster, what works and doesn't work for Aboriginal education, the need for partnerships with ITA, etc. The Board Resourcing Development Office (BRDO) gave a presentation on replacement of Board members. The Chair also participated in the Grand Opening of the new south entrance and the 35<sup>th</sup>. anniversary of the College. In November, Mr. Jensen joined the President to give an orientation to new Board members. Also in November, the Chair and Board held their annual retreat in Invermere that was followed by a business consultation at the Chamber of Commerce. A follow up to this consultation is planned for this spring. Mr. Jensen also accompanied the President on a visit to the Fernie Campus and its programs.

### 5.10 (b) President's Report

Dr. Rubidge commented on the completion of the south entrance project as well as our budget challenges. He stated that there is some interest by the BC system on the Highlands and Islands model. He and the President of Okanagan College are looking to reschedule a trip to Scotland to visit institutions using this model. There have been many changes in our Ministry and there doesn't appear to be anyone in a senior influential position that is looking after our portfolio and it is more difficult to get return phone calls. However Jacquie Dawes, the Assistant Deputy Minister and Jacqui Stewart, the Executive Director will be visiting the College on February 24<sup>th</sup>. Dr. Rubidge invited the Board members and asked that they advise if they are able to attend the lunch meeting with the Ministry representatives.

Dr. Rubidge was invited to sit on an expert panel to review the Degree Quality Assessment process in the province of Ontario. He was one of a 3 member team.

### 5.10 (c) Deans' and Directors' Reports

Dianne Teslak reported that she is involved on a Task Force Committee to deal with the proposed Post Secondary Accounting System. As well, she announced that Serge Lacroix will be retiring at the end of June 2010. The College is working on succession planning to ensure his responsibilities are going to be dealt with. Purchasing is extremely busy with the deadline for the Knowledge Infrastructure Project as the deadline has not been extended. We have made a decision on a Facilities Information Management System that will be a tremendous help to the institution that will help us with an official work order system and asset planning abilities for both the Facilities and the IT side of the house. The Finance department has been extremely busy with operating budgets, capital budgets, projections, etc. We have had a lot of audits for year end, contracts and next week we will have the expansion project as well.

Sheila McDonald stated that they are extremely busy time of the year in payroll with reconciliation of leave and attendance and T4's are on our doorstep to be produced. There have been 4 sessions with Faculty at local bargaining and those meetings are going well. The College has met once with CUPE for bargaining. Over the past year, we have conducted Discrimination and Harassment workshops have been offered to all across the College for CUPE and management. The same will be offered to Faculty in 2011. The first part of Management Skills for Middle Managers was offered last November and was a big success. Part 2 will be offered in April. Sheila has spoken to several employees regarding early retirement options.

Donna Kraus-Hagerman reported that her area will be busy from February to May with marketing and recruitment. The 2011/12 View book will be arriving soon. She advised that the College will be hosting an Open House on Thursday, February 10 from 4:00 pm to 6:00 pm.. Other events include: Gwynn Dyer on February 14<sup>th</sup> (free), and East Kootenay Science Fair on February 23/24<sup>th</sup>. On the athletic side of things, our men's volleyball team has the opportunity to advance to the Provincials. March 10 is our next Board meeting and is also our Career and Job Fair day. The Chamber is sponsoring the luncheon and the speaker is Rick Jensen who will be speaking on economic opportunities and partnerships within the region. Our Web Marketing has some major initiatives and is working on developing the 360 virtual campus tour and filming will start in May.

Doug McLachlan reported he has been dealing with the expansion and with IT challenges of moving departments and people into new spaces. College wide we are looking at reviewing the Prior Learning Assessment system. His area has been very, very active with CBT and we have just signed a new agreement to do the Summer Works program again this year. Hundreds of thousands of dollars are given out by CBT that feeds back to our college through continuing education and First Aid training and short term programs that help people get employed. Building on the social media piece, we have a small group looking at developing guidelines for social media because social media is becoming such an important part of what happens in the whole education field as well. Shahida Rashid, Manager, LRC will arrive next week. Doug is also involved in Bargaining. The Education Technology centre is starting to look at educational technology we use in the College. In the new spaces we continue to add more and more technology. Started a series of presentations and workshops – where faculty and staff who use the technology come forward and share their knowledge. We are carrying that on and this week we have a couple of sessions around NCAT that simultaneously offer training here as well as to our regional campuses.

Pat Bowron commented that International has a lot of recruiting happening with International numbers going crazy. The Fall and Winter enrollment are record again. The department is doing a lot of work to support all the academic areas. Registration numbers in ELT are dropping because our more academic program numbers are increasing. Pat distributed a written report. College of the Rockies is #3 in Canada for the Spread the Net Campaign and UNBC is #2. COTR is moving up very, very well and the campaign continues. The littlejazz Orchestra is presenting a musical fundraiser to support this initiative. The work that we are doing overseas with consultants (teaching faculty, managers) is going very well. Even though we have finished work with our Kenya partners we are still in the media talking about that partnership. The 2 projects in Tanzania are going very well with the mining institution and tourism group. We've had other groups asking to bring us on as partners. One of them is PlanCanada that we're involved with them now and looking at a large project with our Kenya partner to do a health training program.

Next week is the launch of a new program in Ecuador and Nick and Jeff Cooper will be there to launch that partnership.

Laura Cooper reported that she is on the team for Faculty negotiations that has kept her pretty busy. Meetings include Department Head meetings, program review, education planning, articulation, etc. She attended several conferences as well including the BC Council Admissions & Transfer with Jim Bailey and Grant Unger. Laura commented on an amazing presentation by Gina Wang whose area of expertise is social media, social networking and use of smart devices. Laura has been working with the PD Committee here at COTR to try to have Ms. Wang come out for PD week and have Excom to co-sponsor and bring her out as a keynote speaker and workshop for faculty.

She has also been busy with the Indigenous Higher Learning Association (IHLA) looking at the transition data from coming from the project of the transition of Aboriginal learners from Aboriginal post secondary institutions to public post secondary institutions. Her team is working towards a larger project on indigenizing curriculum in Aboriginal Support Worker Program. Laura has been mentoring a young faculty person who wants to learn what it means to indigenize and has gone into her class as a guest lecturer to support the learning shift she's chosen for herself. Jim Bailey has been instrumental in the collaboration for the delivery of the 2<sup>nd</sup> year math at Okanagan. He has worked very hard with his counterpart at Okanagan. The plan was Okanagan and COTR would offer 2<sup>nd</sup> year math and Jim would support Okanagan students and Okanagan faculty would support the COTR students. Laura provided information on collaborations with Okanagan and Selkirk Colleges. She sits on the Aboriginal Enhancement Agreement Writing Group that builds a better relationship between School District #5 and Aboriginal community. If COTR is involved then we can help transition those students better into COTR.

The Tourism faculty has put so much energy into developing and revamping their program that managing the program is a pleasure. Grant and Laura are doing a lot of collaborative work with the Invermere Campus Manager trying to develop a tourism education delivery package in the area.

Ron McRae stated that we are moving forward with the development and implementation of the Primary Care Paramedic Program that is scheduled to start March 7, 2011. This will be considered a pilot in anticipation of us imbedding 2 intakes of PCP program in the years coming up. We have been approved through licensing to be a PCP provider and have now all of the documentation in place – affiliation agreement with Interior Health. We have the support of the regional hospital in terms of the clinical placements required for the PCP students. Affiliation agreements with BC Ambulance in terms of practicum placements on the cars and a number of other pieces needed to be in place to legitimize the program. It's been a lot of work to get it to this point, but there is no question that we will be able to deliver a very high quality PCP program here at COTR. The initial intake will be 12 students but are prepared to take more. Future intakes will be between 12 and 18 students. We want to be careful that we measure the number of PCP students that we do train to make sure we are in sync with the health authorities and the Ministry of Health in terms of their labour management strategies in managing health care within the province. This helps Ron build on the successful Fire Program to almost create a emergency services department within the College that will now have 2 key pieces to it and will also better position us to begin to broaden that new department into other sectors. It will also bring a better level of coordination and support to our first aid programs that really are core programs for our campuses and good revenue generators.

The College has been successful in becoming re-accredited under Pro Board which is our accrediting body that allows us to accredit our fire fighters to national and international standards in terms of their skills and abilities. That is a 5 year re-accreditation and we are now set for the next 5 years being able to continue with our fire training program.

Ron has been working on the ITA Training Plan that projects what kind of training we're going to do on the trades side for 2011/12. We are probably looking at a 5% reduction in funding for the College in the coming year even though all of the data out there says there is a huge need coming. One area that will be impacted is electrical and we are going to reduce our commitment to training electrical apprentices by at least 2 intakes as it appears to be the weakest from a demand point of view particularly at Year 1 and Year 2. If we have weakness at our entry level Year 1 programs, that doesn't put us in good stead for Year 2 and Year 3.

The College has started a Foundation Electrical program in Fernie in partnership with the local high school. The program is located in the Fernie High School and is full with 16 students. Leah has done a good job helping Fernie supporting the development of that. We are doing this in partnership with Teck Coal in terms of making sure that they are aware of what we're doing in the Elk Valley and how we're providing opportunities for individuals in the Elk Valley to access a Foundation level program.

Ron spent 2 days at SAIT meeting with individuals who have created a Centre of Excellence in applied research focusing on green building technologies and innovative building technologies that focus very much on new technologies when it comes to building waste water management. Ron thinks there are real opportunities to create some synergy with SAIT to see if we can develop a similar model for COTR. The institute was able to secure a \$2.5 million NSERC grant that essentially is the core of their funding that allows them to work with business and industry to meet their needs for innovative building technologies such as solar energy. He feels that it is quite timely that we have heard from CBT that they may be interested in Centres of Excellence as well.

Marilyn Petersen shared information on the Computer Virtualization Program developed for the NST program. This is the first of this kind in the province and it is a great celebration of a cutting edge course in our NST program that puts us at the forefront of delivery province-wide. The course came about as a result of some visioning by our External Advisory Committee which we paid attention to, and followed through on in terms of developing a new Virtualization course in the NST program. We recently purchased a server that will enable the students to gain practical and applied expertise in this area. This will give the students an excellent hands-on approach to "Computer Virtualization" on the server-side, which is very much in-demand in the IT industry.

Marilyn reported that we have identified pathways from the Adventure Tourism Business Operation Program in Golden and the Tourism and Recreation Program into our Bachelor of Business Degree. As a result of the meeting of our Advisory Committee in Business, some of our folks wanted to engage our students in a practical and applied project and we realized we had no direction on who would own the intellectual property. Marilyn worked on putting an agreement together for Business student project so that we can facilitate those real-world practical and applied opportunities for our Business students. A second delivery Nation Rebuilding Planning for Indigenous Governance Program is scheduled for September 2011. There have been huge changes in Practical Nursing competencies in the province that impacts our current delivery model of the 1 year Practical Nursing program. The scope of practice for LPNs is being increased quite significantly. The way we run our current program, our students would not pass the licensing exams so there is a

provincial effort now to rework the curriculum so that all competencies are included. The challenge right now is that we do not know what the new program is going to look like. There is some momentum to make it a diploma program or a 2 year program but there are also competing interest from the Ministry that doesn't want an extended program length. This will be the last year we will be able to offer the one year program.

Marilyn has contacted the Canadian Association of Schools of Nursing to make our accreditation on an interim level until our UVic partner goes through the accreditation process. We were to go through full accreditation in January and when our UVic partner comes up for accreditation we were to go through it again in 3 years time and pay the fees over again. After submitting the interim report, CASN has agreed to postpone our accreditation requirements until UVic comes up for accreditation.

We are hearing from our BSN students that there is a real interest to stay at COTR until semester 6 of the program. We are looking at feasibility of offering semester 6 here and postponing transfer to UVic for a year. We are participating in a provincial collaboration to offer a intervention program which facilitates work with autistic children and there is a huge local demand for this.

We've had record enrolment in Business Administration and in Child, Youth and Family Studies.

#### 5.10(d) Education Council Report

The Education Council report was received and reviewed briefly by Jim Bailey. The Education Council constitution requires that he submit all the motions and recommendations EdCo has made in the past year to the first Board meeting October or later. A list of all motions and recommendations were attached.

Jim announced that Dr. Deanna Oye, professor of music at the University of Lethbridge, will be presenting a free program of piano music by Chopin, Liszt, Sibelius and Janacek in the Lecture Theatre of the Cranbrook Campus of the College of the Rockies on Sunday February 13, at 2:00 p.m. Professor Oye is a distinguished recitalist who has performed widely and is often heard on CBC Radio 2 and National Public Radio. This free lecture recital will take place on the newly reconditioned Yamaha grand piano.

#### **5.11 Agenda Items for Next Meeting**

None.

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

##### 5.12(a)

Dr. Rubidge had received an email from Brian Flynn who was a Student Representative on the Board and President of the Student Association several years ago.

#### **5.13 Questions from the Public regarding any Agenda Items**

None

#### **5.14 Adjournment**

**Moved** that the meeting be adjourned at 5:10 pm  
MacDonald/Reinders

Carried Unanimously

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Alex Jensen – Chair

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