



**MINUTES OF THE BOARD OF GOVERNORS  
PUBLIC SESSION NO. 5  
Thursday, March 22, 2012 – 3:00 pm  
Cranbrook Campus**

Attendance:

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

**5.1 Welcome and Call to Order**

Orest Federko, Chair called the meeting to order at 3:26 pm. Round table introductions were made.

**5.2 Order of Business**

As presented.

**5.3 Confirmation of the Minutes**

**MOVED** that the Minutes of February 2, 2011 be accepted as presented.  
Martyniuk/Penner Carried Unanimously

**5.4 Finance**

Final Audited Financial Statements

Dianne Teslak - Vice President, Finance provided a brief report on January 2012 Status Report that was presented at the Finance Committee meeting. At the end of January we were 83% into the fiscal period. On the receipt side we have received 90% of our

budgeted revenues for the year. This is comparable to last year. On the expenditure side we have expended 76% of our operating budget which is a positive variance.

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

## **5.5 Monitoring Report**

None.

## **5.6 Unfinished General Business**

None.

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

### **a) LPN Tuition**

A new provincial Practical Nursing curriculum framework was designed to meet the expanded baseline competencies mandated by the College of Licensed Practical Nurses of BC as the provincial standard. The new provincial curriculum framework not only reflects these new competencies, it also meets the additional standards tested on the national LPN examination which all program graduates will be required to write for licensure beginning January 2013. As a result of the changes, the one- year Practical Nursing certificate program is now being offered as a two year Practical Nursing diploma program. COTR will begin offering the new PN diploma program in September 2012. The proposed tuition fee for the new LPN program is \$9282.

This tuition is at par, or lower, than what other colleges in BC will be charging for the new provincial diploma program and keeps us competitive with publicly-funded colleges that deliver the PN diploma program in Lethbridge and Calgary. A tuition fee of \$9282 also provides a significant cost savings to students when compared with the PN tuition fees being charged by private institutions in BC.

**Moved** that the Finance Committee recommend that the Board approve the new COTR PN curriculum at \$9282 (not including fees).

Mr. Abbott put forward a suggestion to possibly increase the tuition and compact the course by adding only 1 semester thereby offering the program to 18 months rather than 24 months. This would allow students to earn income for an additional 6 months. If there was interest in pursuing this, Mr. Abbot would volunteer to be involved in the process. There was significant discussion with Doug McLachlan informing the Board that a variety of scenarios were explored.

Jensen/Reinders

Carried

## **5.8 Correspondence**

None.

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

None.

## **5.10 Linkage to Ownership**

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

Orest Federko, Chair reported on:

- PSEA teleconference with the Members' Boards Compensation Committee on March 15, 2012 and presentation by Tom Vincent, Vice President of Public Sector Employees Council;

- Telephone conversation with the Minister of Advanced Education;
- Meeting he, Nick and Richard had with MLA Bill Bennett;
- Advocacy meeting with Rob Ondrik, Donna Kraus-Hagerman and Nick regarding the Regional Workforce Tables.

#### 5.10 (b) President's Report

Dr. Rubidge spoke to:

- Budget;
- Letter to the Minister of Advanced Education that was signed by all presidents of all post-secondary institutions regarding the system wide concern or some of the challenges regarding Budget and Fiscal Plan 2012/13 – 2014/15;
- His participation at the upcoming Leadership Council meeting on April 3, 2012 that will include all Presidents of post-secondary institutions;
- Invitation to the Board of Governors to attend the Professional Development session on May 10 and May 11, 2012 – Keynote speaker is Robert Atleo, Grand Chief.

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

##### **Laura Cooper:**

Dr. Cooper shared information on:

- Keynote speaker Richard Atleo and distributed background information;
- Kootenay Business Magazine profiles of faculty;
- Signing of seamless MOU with UVic for Engineering students;
- Math & Science at COTR is getting a lot of good attention;
- Ministry of Education (K-12) endorsed our Aboriginal Support Worker;
- Partnering with Street Angels to create a community school.

##### **Donna Kraus-Hagerman**

- Ms. Kraus-Hagerman reported that her departments are:
- Recruiting, marketing, marketing, recruiting, recruiting...
- Successful Career & Job Fair:
  - Over 45 local business and industry;
  - Matched up more students with summer/career jobs than ever;
  - Recruiters spending a lot of time on the road – marketing Tourism/Rec programs that is receiving a lot of interest;
  - Over 200 Students for a Day over the couple of months;
  - Information booth at the Tamarack Mall during Spring Break.

##### **Ron McRae**

Mr. McRae reported on:

- Ongoing challenges with ITA and our funding envelope for 2012/13 and the apparent shortfall of funding for the ITA and the attempt to use Labour Market Adjustment funding to bring the funding level up to what it was funded this year;
- Started a Carpentry Foundation program:
  - Started in January, 2012;
  - created a cohort primarily of students from St. Mary's and the Nation;
  - turning out to be very successful
  - gave access to program these students don't usually access to because of timing and how we've been able to configure the program;
  - the program will finish in July;
  - will graduate all 16 students.

### **Marilyn Petersen**

Dr. Petersen was unable to attend this Board meeting and provided a written report for the Board's information which included brief reports on:

- Bachelor of Science in Nursing Accreditation – COTR hosted 2 site visitors Dr. Linda Ferguson and Kris Gustavson as part of the accreditation process on March 12 and 13, 2012. A brief overview of the highlights of the site visitors' feedback were included in Dr. Petersen's report.
- New Provincial PN Program and Accreditation – COTR course outlines from the provincial curriculum have been produced and approved by CASC and EdCo. The program schedule has been developed and recommendations made for tuition, program supports, etc. We have submitted the initial reporting documentation to the College of Licensed Practical Nurses of BC and are working on the Accreditation Report for the new PN Program.

### **Doug McLachlan**

- Upgrading Moodle in June and with that comes our Education Technology Centre affording faculty to do upgrading;
- New anti-virus software to reduce challenges we were having;
- Admissions is extremely busy and we have many programs areas that already have waitlists;
- Busy with scheduling and programming for the fall;
- Student Association Spring elections are occurring very shortly;
- Student Satisfaction Survey – had challenging with getting feedback from students so trying some new ways using – sent out 1529 student surveys to current students;
- Graduation is scheduled for June 1, 2012;
- Regional Campuses – very successful with Aboriginal programming (Bladerunners);
- Working on summer Con Ed classes;
- Labour Market Assistance – successful on contract side for short courses, i.e. Wine Server & Hospitality, Intro to Trades, Forestry Boot Camp, Bladerunners.

### **Pat Bowron**

Ms. Bowron reported on:

- Recruiting in key markets: India, China, Japan;
- Group of Principal coming in from Vietnam;
- Lots of consultants coming back and going out from various departments throughout the College;
- Made offers to 14 new interns who start in May and will be in different parts of the world: Kenya, Ecuador, Peru, etc.;
- Received a video from partners in Dominican Republic and will send the link to the Board
- Working through the development of the contribution agreement for new CIDA agreement.

### **Sheila McDonald**

Ms. McDonald reported on:

- The third level of Management Skills for Supervisors with 8 graduates;
- Delivered Bullying & Harassment workshops with the assistance of CUPE Education Department;
- Next week we will offer 3 workshops on Managing the Hostile Individual;
- Committee being formed to work on institutional training plan for new employees;

- Payroll is extremely busy getting all the leave and attendance records completed and T4's out.

**Dianne Teslak**

Ms. Teslak informed the Board that the Financial Services area has been extremely busy with budgets and the Facilities Department has been busy with snow removal and general maintenance.

**5.10(d) Education Council Report**

Mr. Bailey reported on the following meetings:

**January 18, 2012:**

- Education Council is reviewing its Handbook and this is the 4<sup>th</sup> iteration on website since 1999.
- The committee recommended that a Policy Review Steering Committee be formed;
- Vice President, Education is reviewing the new programming policy.
- The Education Council Constitution be rescinded as what was in it is covered by the College and Institutes Act.
- CASC – recommended approval of approximately 30 course outlines and program outlines;
- Changes to Admission Standards Committee Terms of Reference were approved;
- Changes to Policy 2.2.5 Tuition Refund were approved;
- Discussion about transparency of EdCo procedures and transparency of College procedures;
- Discussion on VCC Faculty Association vs. VCC and the Supreme Court judgment – Section 23 states that the Education Council advises the Board on development of policy. Some people feel that the Education Council should be advising the Board on all cancellations and not just development of policy;

**February 13, 2012**

- Discussed the College's Value Statements – suggested that they be put into a circle, but in speaking with the Webmaster felt that the file would violate his guidelines for accessibility;
- CASC recommended approval of many course outlines and program outlines;
- Discussion of the cancellation of Local Government Management Certificate and presentation by Dr. Marilyn Petersen;
- Discussion of Policy 2.2.9 Tuition Fees to be rolled into Policy 2.2.5
- Policy 6.1.5 (2)(a) to read:
  - "The Dean makes a recommendation to the President with rationale to cancel a program and provide a plan which includes a teach-out plan and final date for issuing credential."
- Policy 6.1.5 (2)(b) Program Cancellation to be rewritten as follows:
  - "If the decision of the President is to recommend cancellation, the President will forward the recommendation to the Education Council for advice which will be relayed to the Board and to the Board for decision."

Discussion followed on the role of the Education Council. Management tries to provide as much information as possible, but the Board should understand that the Board receives the advice from EdCo and the Board has the discretion to make its own decision. EdCo has the opportunity to present their opinion to the Board on an issue.

- Motion on Values Statement: Strike: "The Values of the College are..." Add: "The College values:" and move to the top of the list and amend to: "A Student Centred Institution"

Dr. Bailey will present this in writing to the Board and this will be an item for the next agenda.

**5.11 Agenda Items for Next Meeting**

a. None.

**4.12 Information and Good of the Institution**

Mr. Federko read out the thank you note sent to the Board from the Student Association for their participation in the Food Bank Challenge. David Wiebe, President of the Student Associated personally thanked the Board for helping to fill up the SA's cupboards. A lot has been utilized and there will be another competition in September 2012.

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

None

**5.14 Adjournment**

**Moved** that the meeting be adjourned at 4:30 pm.  
Unger/Jensen

Carried Unanimously

---

Orest Federko – Chair

---

Date