



**MINUTES OF THE BOARD OF GOVERNORS
PUBLIC SESSION NO. 1
Thursday, May 12, 2011 – 3:00 pm
Cranbrook Campus**

Attendance:

Board	Rob Ondrik Alex Jensen Orest Federko Andy Cohen David Handy Joe Pierre Jim Bailey Heather Jackson Grant Unger Nick Rubidge	Appointed Member Appointed Member Appointed Member Appointed Member Appointed Member Appointed Member Edco Chair Elected CUPE Elected Faculty President/CEO
College	Sheila McDonald Dianne Teslak Ron McRae Marilyn Petersen Sue Bodnaruk	Exec. Director, Human Resources Vice President, Finance Dean of Instruction Dean of Instruction Board Assistant
Regrets	David Wiebe Marko Maryniak Richard Reinders Adam MacDonald	Student Representative Appointed Member Appointed Member Student Representative

1.1 Welcome and Call to Order

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

1.2 Order of Business

- Add:** 1.5 (a) Mobile Web (Ed Ritchie/Heather Jackson)
1.12 (b) CORFA and CUPE Employee Survey (Grant Unger)
1.12 (c) PD Days

1.3 Confirmation of the Minutes

MOVED that the Minutes of March 10, 2011 be accepted as presented.
Pierre/Federko Carried Unanimously

1.4 Finance

Ms. Teslak reported that the Finance/Audit Committee met earlier today to review the Draft Financial Statements to March 31, 2011. The Board approved the Draft Financial Statements during the Private session of the Board. The Financial Statements are due to the Ministry next week with the Auditor's report. The Board also approved the Operating Budget and this will be posted to the General Ledger.

1.5 Monitoring Report

Mobile Web Presentation: (Ed Ritchie/Heather Jackson)

Ed Ritchie and **Heather Jackson** took the floor and gave a presentation on “Mobile Web”. Over the last few months, they created a mobile website for COTR which is accessible through their smart phone or other mobile device. Ed provided an amazing demonstration of the system. The website is accessed by using the browser “m.cotr.ca”. This provides a quick access to important information and shows a link to the full web version or an option to call through to the College via the toll free number. About 90% of the information is pulled directly from our website.

The Board thanked Ed and Heather for the informative presentation and congratulated them on the initiative.

1.6 Unfinished General Business

None.

1.7 Business Arising and/or New Business

None.

1.8 Correspondence

None.

1.9 Items Brought Forward from the Private Agenda

None.

1.10 Linkage to Ownership

1.10 (a) Chair's Report

The Chair reported that the Advocacy Sub-Committee is now called the Advocacy & Development Sub-Committee with a dual mandate. Two of the original Advocacy Sub-Committee (Rob Ondrik and Alex Jensen) along with the President and the Executive Director of Community Relations & Marketing met with the Columbia Valley Chamber of Commerce Executive to follow up on the Community Consultation held in Invermere in November 2010. The CVCC's #1 issue is that they do not like the College facilities in Invermere. This is a political issue and the community needs to initiate conversation on what they want to do in the community. The CVCC asked that the College provide a concept drawing of what the College facility could/would look like and would be effective for the College as well. The College group also met with other members of the community to look at land, location and how to get the community together as a whole to make this happen.

The Advocacy & Development Sub-Committee also met to develop a list of “Movers and Shakers” and will be approaching individuals to become “Friends of the College”. Discussion was held on how to put together an effective committee. The Sub-Committee is in the process of talking with people to see if they have any interest in joining the “Friends of the College” group. Every community has a Chamber of Commerce and the Sub-Committee is considering approaching the Chambers to invite a representative from their Executive to get together with the “Friends of the College” group to get input as a whole.

Mr. Jensen also attended the Celebration of Life for Velma McKay and said that it was well attended.

He and Richard Reinders met with the Auditor to review how they conduct the audit and discussed the issue of unfunded depreciation. Mr. Jensen also participated in the Japanese relief fundraiser for the earthquake/tsunami and stated that he will be attending the 2011 ACCC Conference in Edmonton.

1.10 (b) President's Report

Dr. Rubidge reported that Dr. George Iwama – President of UNBC had recently visited the College and met with the Executive Committee. Dr. Iwama was very impressed with our College facilities. Dr. Rubidge will be travelling to Scotland in July with Jim Hamilton – President, Okanagan to visit the University of Highlands & Islands.

1.10 (c) Deans' and Directors' Reports

Doug McLachlan suggested that if the Board wishes, he could present at a future meeting how the regional campuses are doing with their actual FTE and the areas they are specifically targeting as they continue meet and exceed targets.

He has been involved in the Job Seekers operation which has provided service through the College for the last several years and advised that the College is not going to bid on the RFP for the next contract. We have indicated that we will continue to do things we do well and be the provider of choice for training. Our role in Job Seekers will change after March 2012.

In regards to partnerships, we did not receive provincial funding for the Transition Coordinator position but funded this position internally and in partnership with School District #5 and Teck Coal. This was very successful this year and School District #5 has approached us to continue this partnership next year.

Dianne Teslak advised that she is participating on a Provincial committee working with the controversial agreement with the ITA. The task force has submitted a financial report to the Steering Committee that has met with the Ministry of Finance. Ms. Teslak's financial team has been extremely busy with year end and gave kudos to her team for being about a week ahead of the deadline to the Ministry.

Ms. Teslak also advised that a group from COTR recently visited Flathead Valley Community College to look at their Management Information system.

Sheila McDonald reported that the negotiating team is continuing bargaining with CUPE and will meet with them again on May 19, 2011. Negotiations will continue with Faculty in June. She reported that VIU faculty went back to work on April 11 with a recommendation for Faculty to accept the offer. If it is not accepted, Faculty could strike September 1st. It is expected that the teachers will be bargaining in the Fall. Ms. McDonald also advised that it is PD days here at the College today and tomorrow. Emphasis is technology. A payroll study has been completed but a report has not yet been received. It is hoped that the pay advices will be on line within the next few months.

Donna Kraus-Hagerman commented that Heather Jackson has been instrumental at keeping us on the cutting edge of social media. The photograph was on site in June to work on the film for the Campus 360. This will be launched in the fall. Recruiting is working hard face-to-face local and outside the region. There were 250 high school students here for XYO. Ms. Kraus-Hagerman also advised the Board that the Bookstore had exceeded its revenue projections for last year partly due to changes in merchandising has been changed to what students want to wear. Graduation is scheduled for May 27th.

Dr. Marilyn Petersen reported that we have received a RFP worth \$300,000 for short term health program funding proposals from the Ministry of Advanced Education and COTR has submitted a proposal for Access Practical Nurse, Licensed Practical Nurse and the 6th. semester of BSN. We have also submitted a 4th proposal in partnership with Selkirk. Dr. Petersen attended the Provincial Deans meeting in March and met with UVIC regarding the BSN. We would like to deliver semester 6 here and have received good letters of support from Bill Bennett and John Kettle.

The new provincial LPN curriculum is currently being reviewed and Dr. Petersen has also been working on several other item including CIDA application in collaboration with the International Department. She is also involved in bargaining, working on LOUs and meeting with faculty around PD plans.

1.10(d) Education Council Report

Mr. Bailey advised that meetings were held in February, March and April. Discussions were held regarding the Flexible Assessment Policy 2.55. The policy was then forwarded to Excom and CPC in March with the policy being approved in April.

Various course and program outlines were approved as per CASC recommendation.

1.11 Agenda Items for Next Meeting

None.

1.12

1.13 Information and Good of the Institution

1.12(a) BCCIE News Release

The province has done an economic analysis and reports that International education is now the leading export for BC creating jobs and supporting families in communities and regions across the province. International education has an economic impact of \$1.8 billion to the provincial economy in 2010. If we do not continue to invest in education we will have to go overseas in the foreseeable future to bring knowledge back here.

1.12(b) CORFA & CUPE Employee Satisfaction Survey

Mr. Unger was asked by the Faculty Association to inform the Board that CORFA and CUPE will jointly issue their own employee satisfaction survey. They are in the process now of developing the survey and hope to implement it in September.

1.12(c) PD Days

Professional Development Days is currently happening with a craft fair and wine & cheese gathering later this afternoon.

1.12(d) New Doctorate

Dr. Rubidge announced that we have a new Dr. at the table. Dr. Marilyn Petersen recently completed her oral defense and now holds a doctorate in Educational Leadership.

1.13 Questions from the Public regarding any Agenda Items

None

1.14 Adjournment

Moved that the meeting be adjourned at 4:15 pm.
Handy/Unger

Carried Unanimously

Alex Jensen – Chair

Date