



**MINUTES OF THE BOARD OF GOVERNORS
PUBLIC SESSION NO. 3
Thursday, September 8, 2005 – 3:30 p.m.
Cranbrook Campus**

Present	Bob Langin (Board Chair) Crystal Green Len Luders Chris Ondrik Ann Rice Nick Rubidge Troy Sebastian Mark Wagner	Appointed Member Elected Student Member Appointed Member Appointed Member Elected Faculty Member President and CEO Appointed Member Elected Support Staff Member
Regrets	Jim Bailey Dave McAnerney Sandra Roberts	EdCo Chair Appointed Member Appointed Member
College	Darrell Bethune Pat Bowron Marianne Dakin Denis Kielly Donna Lomas Heather Schneider Ardy Smith Miller Dianne Teslak	President of the Faculty Association Director International Board Assistant Director of Human Resources Dean of Instruction Dean of Instruction Dean of Instruction A/Bursar

3.1 Welcome and Call to Order

Mr. Langin took the Chair, called the meeting to order at 3:40 pm. He explained that in the private session held previously he was elected Chair and Ms. Ondrik was elected ViceChair. He then welcomed the guests and called for round table introductions. He wished Ms. Lomas well as she is leaving the College for a new position in the Okanagan.

3.2 Order of Business

The Agenda was adopted as presented.

3.3 Confirmation of the Minutes (*Agenda attachment*)

The minutes of June 9, 2005 were confirmed with the following amendment:
 Page 4: Darrell Bethune has an “e” and two “ls” in his name and he went to Berkeley, California for a workshop.

3.4 Finance

a) Finance/Audit Committee Report

Ms. Teslak advised that the Finance/Audit committee did not meet today therefore there is no report. Mr. Sebastian has agreed to become a member of the Finance/Audit committee. Mr. Langin noted that the committee will have a fair amount of work to do this year with the increased internal controls that have been adopted by the Institute of Chartered Accountants.

3.5 Monitoring Report (*Agenda attachment*)

a) Report on Ends Statements #1, 2, 3, 7 and 8 Student Outcomes Survey and Student Exit Survey

Ms. Teslak spoke to the monitoring report and addressed questions from the floor. There was a discussion on whether or not it is possible to address the concerns of those students who expressed dissatisfaction.

There was a discussion on diversity and how the institution investigates it and addresses the ends statements of the institutions, It was decided that management will revisit the diversity issue on the student exit survey.

Report on Executive Limitations: Purchasing (*agenda attachment*)

Ms. Teslak spoke to her briefing note. Mr. Langin noted that there will be a more formal process of review by the Finance/Audit committee. Tendering for purchasing will be added to the next Agenda.

3.6 Unfinished General Business

None.

3.7 Business Arising and/or New Business

None.

3.8 Correspondence

a) Letter of July 20, 2005 from the Auditor General re 25,000 Seat Expansion Performance Audit (*agenda attachment*)

Dr. Rubidge noted that this letter was brought to the Board as an information item. He explained that the Ministry, not the College, is being audited. Dr Rubidge addressed questions from the floor.

b) Letter of August 24, 2005 from Minister Murray Coell (*agenda attachment*)

Dr. Rubidge noted that this letter was brought to the Board as an information item.

3.9 Items Brought Forward from the Private Agenda

Elections were held in the private session and Mr. Langin was elected Chair and Ms. Ondrik was elected ViceChair.

The October Board meeting will be held at the Cranbrook campus on the Thursday, October 13. The November and December meetings will be combined and will be held on Thursday, December 1. It may be held at the Kimberley campus.

3.10 Linkage to Ownership

a) Chair's Report

No report.

b) President's Report (*Agenda attachment*)

Dr. Rubidge spoke to his written report and highlighted the challenges outlined in his report. He noted that Ms. O'Keeffe, since her resignation which was mentioned at the last meeting, has had some health problems and we wish her a speedy recovery. Ms. Lomas has taken another

position in another institution. He thanked Ms. Lomas for her tremendous help over the past several years and added that she has been a great advocate for the institution. Mr. McLachlan will be undergoing another series of medical treatments in Calgary and he is setting up a virtual office there.

b) Deans' and Directors' Reports (Agenda attachments)

The following Deans and Directors spoke to their written reports, which were attached to the Agenda.

- Dianne Teslak, A/Bursar
- Denis Kielly, Director of Human Resources and Business Operations
- Donna Lomas, Dean of Instruction and College Articulation
(Ms. Lomas noted an amendment to her report. She has not yet sent the applied degree to the Ministry for the approval process, but anticipates she will submit it next week).
- Heather Schneider, Dean of Instruction
- Ardy Smith Miller, Dean of Instruction
(Ms. Smith Miller added that on September 1 the university studies department held a retreat at the St. Eugene Mission Resort and it was a wonderful planning day. While there they had a tour of the interpretative centre which proved to be a valuable learning experience. The formal action plan the faculty has been working on is framed around the Board's goals and directions and it sets the parameters for the department. The department would be pleased to provide periodic updates and information comparing the results of the two retreats.)

Dr. Rubidge spoke to the report of Doug McLachlan, Senior Instructional Officer.

c) Education Council Report (Agenda attachment)

Dr. Bailey's report was attached to the Agenda.

3.11 Agenda Items for Next Meeting

- tendering for purchasing

3.12 Information and Good of the Institution

- Ms. Ondrik expressed appreciation to Ms. O'Keeffe and Ms. Lomas for the contribution they have made to the College and the input they have provided to the Board.
- Mr. Sebastian announced that he and his wife are taking part in the National Ovarian Walk of Hope on Sunday in Edmonton. He is accepting pledges.
- Ms. Rice stated that from a faculty perspective she has appreciated Ms. Lomas's commitment to the quality of education, her managerial style and her integrity. She will be greatly missed.
- Ms. Green advised that over the summer the elected president of the Student Association decided not return to the institution so she is acting as president until the election in October. The Association did participate in frosh week and made popcorn for the students. A current initiative of the Association is a survey regarding a universal bus pass which is attempting to get feedback from the students. They are offering an Ipod to the students as an incentive.
- Mr Bethune reported:

- He is sad to see Ms Lomas go and we are richer for the contribution she has made to the college. He admires her integrity, commitment to her students and the College. She has been a terrific colleague.
- The Faculty Association is regrouping and is having a changeover meeting tomorrow. He expects they will have a reasonably full slate of executive.
- There has been a successful resolution to the new approach on department heads. He is looking forward to the challenges this change will bring and he will be involved in the selection process for the three new positions.
- The university studies recently held their retreat at the St. Eugene Mission Resort. A highlight was a visit to the interpretative centre where they viewed a video on the history of the Mission School and this is something we will reflect on.
- Angie Abdou, English instructor, has recently published two short stories and has agreements for the publication of a short story collection in the fall of 2006 and a novel in the fall of 2007.
- James Wishart reports that he has a new course, Economics 207, Managerial Economics, which will be offered in the winter 2005 semester. This course is required for SFU's BBA, UBC's BCom, UCC's (TRU's) BBA and is highly recommended for UVic's BCom.
- Karen Cathcart reports that BUAD 136, Entrepreneurship and Small Business Management, is online this fall.
- Leona Gadsby reports that the Columbia Basin Alliance for Literacy, which is affiliated with the College through her position as Regional Literacy Coordinator, was recently awarded the first Council of the Federation Award for Literacy for the Province of BC. One award is made in each province and territory per year. This is a new initiative of the Premiers of Canada.
- Velma McKay reports that our faculty association contributed to the annual labour day picnic where our faculty association banner was prominently displayed. 500+ attendees. Good old fashioned community picnic, no speeches, giving back to the community, raised over \$1000 for local charities.
- Ms. Green noted this would be her last meeting and thanked the Board members for their assistance during her term. Mr. Langin on behalf of the Board thanked her and pointed out that she has participated in a very competent and engaged manner.

3.13 Questions from the Public on Any Agenda Item

There were no questions.

3.14 Adjournment

The meeting adjourned at 5:10 p.m.

Bob Langin, Chair