



**MINUTES OF THE BOARD OF GOVERNORS
PUBLIC SESSION NO. 7
Thursday, February 12, 2004 – 3:00 p.m.
Cranbrook Campus**

- Present:** Len Luders, Appointed Member (Board Chair)
Darrell Bethune, Elected Faculty Member
Pam Catsirelis, Elected CUPE Member
Bruce Fairley, Appointed Member
Bob Langin, Appointed Member
Colin Lindell, Elected Student Member
Dave McAnerney, Appointed Member
Chris Ondrik, Appointed Member
Nick Rubidge, President and CEO
Troy Sebastian, Appointed Member
Stevi Stephens, EdCo Chair
- Regrets:** Cindy Brunel, Appointed Member
Tyler Fraser, Elected Student Member
Sandra Roberts, Appointed Member
- College:** Marianne Dakin, Board Assistant
Pat Bowron, Manager International Partnerships
Leona Daniels, Coordinator First Nations
Denis Kielly, Director of Human Resources and Operations
Donna Lomas, A/Senior Instructional Officer
Velma McKay, President of the Faculty Association
Toni O’Keeffe, Director of College Relations
Heather Schneider, Dean of Instruction and Development
Lynne Shewchuk, Bursar
Dianne Teslak, Manager of Financial Operations

7.1 Welcome and Order of Business

Mr. Luders took the Chair, called the meeting to order at 3:00 pm and welcomed everyone. The Agenda was adopted as presented.

7.2 General Consent Agenda

There were no items to bring forward.

7.3 Confirmation of the Minutes

The minutes of the meeting of January 8, 2004 were confirmed as presented.

7.4 Finance

a) Finance/Audit Committee Report

Mr. Fairley reported that the finance committee had met earlier today. They reviewed the College’s financial position in detail and everything appears to be going well. A modest surplus is expected at the end of the year. This will assist the College next year as it is anticipated that

there may be a reduction in our block funding. The capital budget is also in good shape. There are no problems to report.

7.5 Monitoring Reports

- a) Follow-up to January's Report on Ends Statements 3, 4 and 6
Contract Services and Continuing Education (Agenda attachments)

Pat spoke to Ms. Schneider's follow-up report. A brief discussion followed regarding the noticeable difference in gender participation rate. On behalf of the Board, Mr. Luders expressed his thanks to Ms. Schneider for putting together this thorough report.

- b) Report on Ends Statements 4 and 8 COTR Partnership Report, First Nations Report
and International Partnership Report (Agenda attachments)

Ms. Bowron highlighted some of the international partnerships referred to in her report. She addressed questions from the floor and explained how the Association of Canadian Community Colleges contracts develop.

Ms. Daniels spoke to her written report. Ms. Daniels is a member of the Columbia Lake Band and has been the Aboriginal coordinator at the College since last January. She noted that Aboriginal Awareness Week would be celebrated at the College beginning March 15. The schedule of the week's events will be widely distributed. She discussed the First Nations Tourism Management Program and explained that the program celebrates Aboriginal identity and is designed with the philosophy that once a student has found their identity they can succeed in other programs. She also discussed the Aboriginal student handbook.

Ms. Lomas highlighted portions of the COTR Partnership report. She noted that next month Royal Roads will deliver a presentation to the Board and will discuss our partnerships around criminal justice and applied communications.

A brief discussion followed and Dr. Rubidge explained that institutional efficiencies refers to cooperation among institutions on various issues. There are similar agreements in other parts of the Province.

Mr. Luders referred to the potential market for short-term certification courses for the outdoor activity courses. The risk management component associated with the adventure tourism and mountain activity skills programs was discussed.

Mr. Luders asked the Board members if there were any further information they would like regarding these monitoring reports. Mr. McAnerney commented on the value of the information in these reports and thanked Ms. Lomas. Mr. Luders also expressed his thanks to all who had presented their reports.

7.6 Unfinished General Business

None.

7.7 Business Arising and/or New Business

None.

7.8 Correspondence

- a) Letter to Minister Collins re Proposed Amendments to Post
Secondary Employers' Association Constitution (Agenda attachment)

Mr. Luders advised that at the direction of the Board, he sent a letter on behalf of the Board to Finance Minister Collins to express the Board's disappointment that it was not given the opportunity to discuss amendments to the Post Secondary Employers' Association (PSEA) constitution.

7.9 Items Brought Forward from the Private Agenda

Mr. Luders advised that the Board had passed a motion in the private session to acquire adjoining lands for possible College expansion.

7.10 Linkage to Ownership

- a) Chair's Report

Mr. Luders reported that he and Dr. Rubidge attended a meeting of the rural college Board Chairs and Presidents on February 2 in Vancouver. Agenda topics included amendments to the PSEA constitution, tuition fee considerations, bandwidth needs, common marketing initiatives, interest in sharing resources, an update on FTE and budget projection strategies. Also discussed was the heartland strategy and how it impacts small rural colleges. One of the Presidents has offered to draft a letter to the Premier on this topic and will seek input from the other Presidents. COTR has volunteered to host the next meeting.

Mr. Luders informed that he had the pleasure of attending the dinner with The Honourable Iona Campagnolo, the Lieutenant Governor of British Columbia, hosted by the City of Cranbrook and the Cranbrook Chamber of Commerce.

- b) President's Report (Agenda attachment)

Dr. Rubidge spoke to his written report.

- c) COTR's Report to the Ministry
Highlighting Program and Fiscal Realities (Agenda attachment)

Dr. Rubidge referred to COTR's report to the Ministry, which is a follow up summary of several presentations the College has made recently to the Ministry regarding the opportunities and challenges facing the College over the next few years.

- d) Deans' and Directors' Reports

The reports of the following Deans' and Directors' Reports were attached to the Agenda:

- Denis Kielly, Director Human Resources and Business Operations
- Donna Lomas, Dean of Instruction and Articulation
- Doug McLachlan, Senior Instructional Officer and Dean of Instruction
- Heather Schneider, Dean of Instruction and Development
- Lynne Shewchuk, Bursar

Ms. O'Keeffe, Director of Communications and College Relations, distributed her report at the meeting.

e) Education Council Report (Agenda attachment)

Dr. Stephens, Education Council Chair, spoke briefly to her report.

7.11 Agenda Items for Next Meeting

Royal Roads Presentation

7.12 Information and Good of the Institution

- Ms. McKay informed:
 - Mark Zorbas, the Australian exchange instructor replacing Doug Nakano, will be taking a team to the BC Business competition in March
 - Richard Hewko, physics instructor, is organizing judges, including a number of COTR students, for both the City fair (March 6th) and the regional fair (April 3rd).
 - Richard Hewko has advised that students are beginning to build bridges for this year's spaghetti bridge contest to be held February 26. We are seeking to find sponsors in the community.
 - Betty Mosher, biology instructor, is participating on behalf of the College on the Joseph Creek Stewardship Group, and the Columbia Basin Environmental Education Network Steering Committee.
 - Exploring Science at COTR planning (new name in the works) is underway by the science faculty for May 2004. The program brings grade 5 and 6 students into the College for a day and exposes them to a variety of science experiences.
 - Sandi Lavery, human kinetics instructor, reports that the Leadership in Games class will be working with clients from Community Living Services for three weeks and elementary school students for two weeks. The thirty College students also hosted a Winter Olympics on February 2 for 120 primary students from St. Mary's School.
 - There are over sixteen human kinetics students doing practicum work throughout the community with sports teams and in fitness facilities, schools and rehab centres.
 - The College of the Rockies Faculty Association (CORFA) executive is pleased to invite the members of the Board to a wine and cheese reception to follow the March public session of the Board meeting. My colleagues on the CORFA executive look forward to an opportunity to meet and renew acquaintances with our new and returning Board members. Sadly, I personally will be unable to attend as I will be attending the articulation meeting for ABE math in Vancouver that day.
- Mr. Bethune advised that Ken Burrows, computer instructor, has been instrumental in planning the College's annual professional development days for staff which will be held over two days. Most of the sessions are oversubscribed.
- Ms. Catsirelis reported that three College staff members had children who participated in a joint graduation in Calgary (CPA credential) and the University of Lethbridge was the only institution that recognized that the three students had done their preliminary courses at COTR. Additionally, they were very complimentary in their comments regarding COTR.
- Mr. Luders complimented the administration on their progress report on strategic planning. He noted that he and Dr. Rubidge will deliver a joint presentation with the President and Board Chair of Selkirk College to the Kootenay Caucus in Victoria on March 8.
- Ms. Ondrik advised that the LPN students that have completed the College program are now applying for positions and are presenting themselves very well.
- Ms. Lomas announced that one of our criminology students has won \$500,000 on the Super 7 lottery.

7.13 Questions from the Public on Any Agenda Item

There were no questions.

7.14 Meeting Evaluation

Dr. Stephens delivered her evaluation of the meeting. In summary, she did not note any issues.

7.15 Adjournment

The meeting adjourned at 4:40 pm.

Len Luders, Chair