



**MINUTES OF THE BOARD OF GOVERNORS
PUBLIC SESSION NO. 7
Thursday, March 9, 2006 – 3:00 p.m.
Cranbrook Campus**

Present	Bob Langin (Board Chair) Jim Bailey Andy Cohen Bryan Flynn Len Luders Marko Maryniak Chris Ondrik Ann Rice Nick Rubidge Troy Sebastian	Appointed Member EdCo Chair Appointed Member Elected Student Member Appointed Member Appointed Member Appointed Member Appointed Member Elected Faculty Member President and CEO Appointed Member
Regrets	Ingrid Liepa Sandra Roberts Mark Wagner	Elected Student Member Appointed Member Elected Support Staff Member
College	Pauline Bennison Marianne Dakin Denis Kielly Velma McKay Doug McLachlan Ron McRae Ardy Smith Miller Dianne Teslak John McDonough Heather Jackson	A/Dean of Instruction Executive Assistant to the Board Director of Human Resources President of the Faculty Association Senior Instructional Officer Dean of Instruction Dean of Instruction A/Bursar Research Analyst On-line Learning Specialist

7.1 Welcome and Call to Order

Mr. Langin took the Chair, called the meeting to order at 3:00 pm and called for round table introductions.

7.2 Order of Business

The Agenda was adopted as circulated.

7.3 Confirmation of the Minutes (*agenda attachment*)

The minutes of February 9, 2006 were adopted as circulated.

7.4 Finance

a) Finance/Audit Committee Report

The Finance/Audit Committee did not meet today.

b) Summary Status Report January 2006

Ms. Teslak circulated and spoke to the status report and noted that there is nothing of concern to report. There were no questions for Ms. Teslak on the status report.

c) Financial Statements to January 31, 2006

Ms. Teslak distributed and spoke to the financial statements and addressed questions from the floor regarding professional and membership fees.

7.5 Monitoring Reports

Report on Ends Statements No. 2 and 6 (agenda attachment)

Mr. McLachlan introduced Ms. Jackson and Mr. McDonough who had prepared this month's monitoring reports.

a) On-line Learning Report

Ms. Jackson reported that the College has identified on-line learning as a growth area and the College is considered to be one of the leaders of this initiative in the province. Instructor support is available for course management and the College's new system does standardize outlines.

Mr. McLachlan addressed questions from the floor regarding course delivery and internet speed. He was also asked whether there was a methodical way of determining the demand for on-line courses and if the College were creating the demand or responding to the demand. He explained that as we have regional campuses we are doing both.

At the moment the College's courses are not multi-media, but as this may become an issue alternatives are being considered. Mr. McLachlan informed that the College is in the process of developing a marketing plan around on-line delivery and it will be ready soon.

b) Program Review Process Report (agenda attachment)

Mr. McLachlan spoke to the report and addressed questions from the floor regarding programs with a short life span and how they get into the review cycle, accountability of action and whether distance delivery courses get evaluated to the same degree as face-to-face.

Mr. Sebastian commented that he appreciated the completeness of the information in the report. Mr. Luders commented that he is very impressed with the program review process.

7.6 Unfinished General Business

None.

7.7 Business Arising and/or New Business

None.

7.8 Correspondence

a) Letter of February 16, 2006 from the Auditor General (agenda attachment)

Dr. Rubidge referred to the letter from the Auditor General and noted he had brought it forward as an information item.

7.9 Items Brought Forward from the Private Agenda

Mr. Langin advised that after considerable discussion the Board did approve an increase in tuition up to the amount mandated by the government for increases.

7.10 Linkage to Ownership

a) Chair's Report

Mr. Langin, Mr. Maryniak and Dr. Rubidge will attend meetings in May with the Mayors and Councils in Sparwood and Elkford to discuss the results of the community consultations in the Elk Valley conducted by Ms. Kraus-Hagerman to determine the region's educational and training needs.

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

Dr. Rubidge spoke to his written report, highlighted the challenges outlined in his report and addressed questions from the floor

c) Deans' and Directors' Reports (*Agenda attachments*)

The following spoke to highlights in their written reports, which were attached to the Agenda or distributed at the meeting:

- Doug McLachlan, Senior Instructional Officer, circulated his report
- Denis Kielly, Director of Human Resources and Business Operations
- Ardy Smith Miller, Dean of Instruction
- Ron McRae, A/Dean of Instruction

The reports of Dianne Teslak, A/Bursar, Donna Kraus-Hagerman, Manager of Marketing and Communications and Pauline Bennison, A/Dean of Instruction were attached to the Agenda.

d) Education Council Report (*agenda attachment*)

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

7.11 Agenda Items for Next Meeting

Facilities Expansion Update.

7.12 Information and Good of the Institution

Ms. McKay reported:

- Angela Abdou, University Studies English instructor, informs us that following up on a partnership established during her PD exchange to Sweden, Aanette Ramstrand from Centre for Flexible Learning in Soderhamn, Sweden, and Angie have organized a video conferencing opportunity for their classes. Aanette's English class will sit in on Angie's Engl 203 Advanced Composition class on March 13. This class will be the first of three shared classes they will do this semester.
- Dr. Bonnie Bukwa, University Studies Chemistry instructor, urges us to mark our calendars for April 29. The College will be participating with Science World in hosting the

Community Science Celebration at the College. Numerous University Studies and Adult Basic Education faculty anticipate being involved.

- The College's Faculty Association is proud to be one of the financial sponsors this year of the annual Spaghetti Bridge contest organized by Dr. Richard Hewko, University Studies Physics instructor. This year's contest is currently in progress. Winner should be determined by the end of the week.
- Four of our Business Administration students are presently in Nanaimo competing at the annual Business Case competition simulation. The students that are representing the College are in their capstone Business Administration course, business strategy. Janice Edwards, Marketing instructor, is the faculty advisory for the students this year.
- Kathy Hagman, Coordinator and Applied Business Technology instructor, advises that the online component of ABT is very active. They currently have a waitlist for students who would like to take COTR online ABT courses and had 58 new students from throughout the province register in three courses offered by our faculty through BC Campus starting this week. Our COTR online ABT program allows students to complete the Basic Core plus numerous majors completely online and is the only 100% flexible program in the system (all of the others are tied to the BC Campus lock step format.)
- The program is actively involved in partnerships with Prince Charles Secondary School in Creston and David Thompson Secondary School in Invermere. Our faculty develop and update the courses then mentor and assist the high school teachers who are teaching our COTR courses to high school students. These successful partnerships have been in place for about two years and we anticipate that they will be continuing next year.
- The program is excited about the new offering of Office Skills Discovery at the Invermere campus which started in February. They are working in liaison with Robyn True, First Nations Education coordinator, to develop an online version of Office Skills Discovery that will be piloted this April for the Aboriginal community. This program will be taught online by our instructors who will liaise with mentors and Band Educational Administrators as needed.

Dr. Rubidge informed:

- Gwynne Dyer, lecturer on international affairs, will give a free presentation at the College on March 23 at 7:00 pm.
- a student at the College has organized a panel discussion to be held this evening at 7:00 pm on the existence of God. Three faculty members: Jim Bailey, Vance Mattson and Richard Hewko will form the panel along with a speaker from Trinity Western
- Gary Johnson, our newly hired Dean of Instruction, will join the College on March 15
- the selection team for another Dean position is being finalized and interviews will be held within the next two weeks.

7.13 Questions from the Public on Any Agenda Item

There were no questions.

7.14 Meeting Evaluation

Mr. Maryniak delivered his evaluation of both the private and public sessions. In summary he did not note any issues, although he suggested it would be beneficial for new Board members to attend the Board's finance committee meetings in order to gain a better understanding of issues.

He made several suggestions regarding the format and presentation of the monthly monitoring reports and the kind of information provided in them, and his suggestions were duly noted by the administration.

7.15 Adjournment

The meeting adjourned at 5:00 p.m.

Bob Langin, Chair