

Regular Board Meeting

**Wednesday, December 19, 2007
C709 – Notre Dame Campus
Winnipeg, Manitoba**

MINUTES B 07/10

IN ATTENDANCE

Governors:	Al Morin, Chair Bev Watson, Vice-Chair Ric Borlase Sheryl Feller Elvira Finnigan Angie Herrera Milton Reimer Nancy Wheatley Cathy Woods	Regrets:	Edward Kennedy Walter Petik Bob Silver
CEO:	Jeff Zabudsky, President		
Secretary:	Kathi Gudmandson, Executive Assistant to the Board		
Treasurer:	Cathy Rushton, Vice-President, Finance and Administration		
Administration:	Ken Webb, Vice-President, Academic and Research David Rew, Vice-President, Student Services and Planning Pat Bozyk, Dean, Student Services Don McIntosh, Director of Human Resource Services Ashley Blackman, Director of Research and Planning		

1. CALL TO ORDER

With attendance constituting a quorum, the Chair called the meeting to order at 5:05 p.m. The Board agreed to sit in Committee of the Whole to receive a presentation by the Vice-President, Finance and Administration and the Director of Human Resource Services.

2. COMMITTEE OF THE WHOLE

2.1 RRC People Plan

C. Rushton, Vice-President, Finance and Administration, provided the Board with an overview of Red River College's People Plan which is a new initiative designed to enhance the College's position as an employer of choice. She reviewed the process for developing the plan that included interviewing 122 staff to identify the College's strengths and areas for improvement in its people practices. D. McIntosh, Director of Human Resource Services, also outlined several initiatives identified through the planning process that have been or will be undertaken. These initiatives include:

- a group benefits review which has resulted in a new health and dental carrier
- a job evaluation/classification/compensation review that is underway
- implementation of an on-line job application system
- comprehensive workforce planning.

Following questions from Board members, the Board Chair congratulated the College on the People Plan and indicated that the Board would appreciate receiving progress reports. The President also commended C. Rushton and D. McIntosh for their leadership in developing and implementing the People Plan.

The Board recessed from 6:05 – 6:35 p.m.

3. APPROVAL OF AGENDA

Two items were added to the meeting agenda – 1) College Ownership of Facilities and 2) RRC Nursing Programs.

Moved by M. Reimer/B. Watson that the Regular Meeting Agenda of December 19, 2007 be approved as amended. – CARRIED

4. APPROVAL OF MINUTES – NOVEMBER 28, 2007

MOTION B 07/10/01 – R. Borlase/S. Feller

That the Minutes of the November 28, 2007 Board of Governors meeting be approved. – CARRIED

5. COLLEGE PRESIDENT'S REPORT – DECEMBER 2007

The President previewed for Board members the Red River College holiday video greeting which is available on the College website. The video was developed by the College Relations Department to replace the traditional holiday card that has been mailed out each year to the College's friends and associates.

5. COLLEGE PRESIDENT’S REPORT – DECEMBER 2007 (CONTINUED)

MOTION B 07/10/02 – M. Reimer/R. Borlase

**That the College President’s Report dated December 19, 2007
be received. – CARRIED**

6. STUDENTS’ ASSOCIATION PRESIDENT’S REPORT – DECEMBER 2007

MOTION B 07/10/03 – N. Wheatley/B. Watson

**That the Students’ Association President’s Report dated
December 19, 2007 be received. – CARRIED**

7. COMMITTEE REPORTS

7.1 Alumni Committee Report – December 2007

Board Alumni Committee representative R. Borlase reported that nominations for the 2008 RRC Distinguished Alumni Award have been received. The Alumni Committee will be forwarding its recommendation regarding the award recipient to the President in the new year.

MOTION B 07/10/04 – R. Borlase/M. Reimer

**That the Alumni Committee Report of December 19, 2007
be received. – CARRIED**

8. NEW BUSINESS

8.1 Promissory Note to the Manitoba Government for \$11,700,000 (Attached)

C. Rushton informed the Board that *The Colleges Act* requires board approval of temporary loans by the College. Approval of a promissory note to the Government of Manitoba for the sum of \$11,700,000 is requested so that the Transportation Centre of Excellence project may proceed.

C. Rushton indicated that the centre would be built at the Notre Dame Campus for an estimated cost of \$15.1M. In addition to the \$11,700,000 loan, funding for the remainder of the project has been identified through a reallocation of the rent paid for the existing leased Heavy Equipment Transportation Centre, new initiative funding from the government, and fundraising.

MOTION B 07/10/05 – R. Borlase/A. Herrera

**That the promissory note to the Government of Manitoba for
the sum of \$11,700,000 dated December 19, 2007 be approved
as amended. - CARRIED**

8.2 Financial Results Ending November 30, 2007

MOTION B 07/10/06 – B. Watson/S. Feller

That the Financial Results for the Period Ending November 30, 2007 be received. – CARRIED

8.3 RRC Strategic Plan 2008-11

At the November meeting Board members were provided with the proposed strategic initiatives to be included in the 2008-11 RRC Strategic Plan. It had been agreed that Board members would review the proposed initiatives and provide feedback at the December meeting.

During the discussion regarding the draft strategic plan, K. Webb, Vice-President, Academic and Research, provided information on RRC's college degree initiative. At the request of the Council on Post-Secondary Education (COPSE) the College recently submitted a proposal for a Bachelor of Technology degree program in Construction Management.

MOTION B 07/10/07 – B. Watson/S. Feller

That the Draft Strategic Plan 2008-2011 dated December 2007 be approved. – CARRIED

8.4 Policy Monitoring Report – Vision, Mission and Values

MOTION B 07/10/08 – C. Woods/M. Reimer

That the President's Monitoring Report for Board Policy 2.2 – Vision, Mission and Values dated December 19, 2007 be accepted as presented. – CARRIED

8.5 Policy Monitoring Report – Public Image

MOTION B 07/10/09 – R. Borlase/B. Watson

That the President's Monitoring Report for Board Policy 2.23 – Public Image dated December 19, 2007 be accepted as presented. – CARRIED

8.6 Policy Monitoring Report – Support and Communication to the Board

MOTION B 07/10/10 – C. Woods/B. Watson

That the President's Monitoring Report for Board Policy 2.25 – Support and Communication to the Board dated December 19, 2007 be accepted as presented. – CARRIED

9. FOR INFORMATION

The Board received the following information:

9.1 *Headlines*, RRC Staff Newsletter, November 2007

9.2 *Focus*, Academic Monthly Report, November 2007

9.3 College Ownership of Facilities

The President advised the Board that COPSE has written him asking for RRC's position on college ownership of facilities. The provincial government presently owns the Notre Dame Campus and the College pays the government a usage fee that covers facility maintenance and utilities. RRC owns the Princess Street Campus land and facilities.

The Board was informed that the Board Chair indicated to Premier Doer during their meeting in September that RRC is interested in assuming ownership of its facilities. The President stated that RRC will thoroughly consider the benefits and challenges of owning the Notre Dame Campus and will keep the Board informed of the matter.

10. OTHER BUSINESS

10.1 RRC Nursing Programs

In response to an enquiry about Licensed Practical Nurses (LPN) wanting to upgrade their training at Red River College, K. Webb stated that LPN's in Manitoba can receive credit toward the first year of RRC's nursing programs because of their prior LPN training. However, because second year seats only become available through attrition in the programs' first year, there are a limited number of spaces available for LPN's to enter in the second year of the nursing programs. He added that there is presently a waiting list to enter RRC's Diploma Nursing Program which leads to an RN certification. For those wishing to pursue a Bachelor of Nursing degree, seats are available in the four-year Joint Baccalaureate Nursing Program operated in partnership with the University of Manitoba.

The meeting adjourned at 7:45 p.m.

Original signed by

**Al Morin
Chair**

Original signed by

**Kathi Gudmandson
Secretary**

Attachment

PROMISSORY NOTE

1. **FOR VALUE RECEIVED, The Board of Governors of Red River College** ("Red River College"), a Community College under The Colleges Act, located in the City of Winnipeg, in Manitoba, promises to pay to Her Majesty the Queen in right of the Province of Manitoba, represented by the Minister of Finance ("Manitoba") at its offices at *Manitoba Department of Finance, Treasury Division - Capital Markets, 350-363 Broadway*, Winnipeg, Manitoba, the sum of ELEVEN MILLION, SEVEN HUNDRED THOUSAND DOLLARS (\$11,700,000.00) (the "Principal Sum") or so much thereof as shall from time to time be due and owing to Manitoba, together with interest on the Principal Sum at a fixed rate per annum equal to 5.50% percent over a forty (40) year term. Interest shall be calculated and compounded monthly, not in advance in accordance with Schedule "A" attached hereto. Interest shall accrue on and from the date of advance, both before and after maturity, default and judgment, in accordance with the terms and conditions referred to below.
2. Red River College shall repay the Principal Sum together with interest as follows:
 - a. equal monthly instalments in the amount of SIXTY THOUSAND, THREE HUNDRED AND FORTY FIVE DOLLARS AND TWELVE CENTS (\$60,345.12) on the last business day of each month in each and every year commencing on the last business day of February, 2008, and continuing to and including the last business day of January, 2048.
 - b. The balance of the Principal Sum and interest on the 31st of January, 2048 in accordance with the attached Schedule A.
3. This Note is given to evidence a loan, the Principal Sum of which is made available by Manitoba to enable Red River College to construct a new 58,000 square foot Heavy Equipment Training Centre on its Notre Dame Avenue location.
4. Red River College acknowledges that Manitoba shall bear no liability in relation to the advance of funds or for construction projects undertaken by Red River College.
5. In the event that Red River College fails to make payments of principal and interest when due as required under paragraph 2, the full Principal Sum then outstanding together with interest thereon shall, at Manitoba's option, exercisable by notice in writing to the College, become due and payable on demand. Notwithstanding the foregoing, if Red River College pays any arrears of Principal and interest within ten calendar days of when the payment of the principal and interest was due under paragraph 2 then Red River College shall be relieved from the consequences of the non-payment.
6. If demand for payment is made under this Note, it shall be sufficiently served on the Vice President Finance & Administration if it is delivered personally or sent by prepaid certified mail and addressed as follows:

Red River College
C716 – 2055 Notre Dame Avenue
Winnipeg, MB R3H 0J9
Attention: Catherine Rushton

7. Red River College hereby waives presentment, notice of protest and notice of dishonour.

DATED at the City of Winnipeg, Manitoba, on the _____ day of _____, 2007.

**THE BOARD OF GOVERNORS OF
RED RIVER COLLEGE**

Per: _____

Title: Vice President Finance &
Administration

Per: _____

Title: Chair of the Board of Governors