



Wednesday, December 18, 1996
RRCC - C709 Boardroom - 6:00 p.m.

MINUTES
(B:96/11)

In Attendance:

- Governors:** R. Bullock, Chair
H. Middlestead, Vice-Chair
B. Bachalo
J. Bear
D. Falcetta
D. Finkleman
L. Foster
C. Herda
T. Whiteman
- Regrets:** P. Gibson
B. Lavallee
G. Tsouras
- President:** T. Knowles
- Treasurer:** C. Rushton, Director, Financial Services
- Secretary:** J. Tribula
- Guests:** K. Webb, Vice-President Academic
P. McGeachie, Executive Dean, Developmental & Continuing Education
N. Konowalchuk, Executive Director, Administrative Services
(Until Item 5.5)
F. Yadao, Dean, Student Affairs (Until Item 5.5)
M.J. Loustel, Internal Auditor

Call to Order

With attendance constituting a quorum, the Chair called the meeting to order at 6:00 p.m.

1. ACCEPTANCE OF AGENDA

The Agenda was accepted as distributed.

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2. CHAIRPERSON'S REMARKS

The Chair reported that former Board member Brenda Moorhouse and her husband Jim were named "Farmers of the Year." A congratulatory letter from the Board will be forwarded to the Moorhouses'.

The Chair attended the December 5, 1996 meeting of the College Development Council (CDC) and noted that the Board needs to clarify the role and mandate of the CDC. He suggested that further dialogue between the two groups is required.

A letter of invitation was sent to the Board from the Manitoba Institute of Chartered Accountants to attend a governance forum. This item was discussed under item 16.6.

3. GUESTS

3.1 Presentation of Cheque From Manitoba Energy Management Task Force (MEMTF)

Guest: Mr. Shawn Clarry, Chair, MEMTF

The MEMTF and RRCC held a co-sponsored seminar on water conservation in the Spring of 1996. Mr. Clarry presented a \$1,000 cheque to the Board from the proceeds of the seminar to benefit the RRCC energy efficient lab.

The President thanked Mr. Clarry and the MEMTF on the College's behalf. Mr. Clarry then left the meeting.

3.2 Students' Association - Renovations of RRCC South Gym

*Guests: Cheryl Herda, President, SA
Corey Dalebozik, VP Student Affairs, SA
Michael Crowley, Treasurer, SA*

The SA is proposing that the College's South Gym be renovated for a Student Union Building. Ms. Herda indicated that the SA is seeking the approval of the College Management Committee (CMC) and the Board of Governors to proceed with a feasibility study with Manitoba Government Services (MGS). It was noted that the SA's proposal would include the relocation of the RRCC Day Care.

The Chair noted that it is the mandate of the College to expand the diploma level programming and to increase the student population. The Board agreed with the concept of the students having appropriate space, however, inquired whether a study had been conducted on the South Gym in terms of potential classroom space. The Chair also indicated that the College has yet to sign a lease with MGS.

Ms. Herda confirmed that the SA is cognizant of the potential costs of moving the Day Care and that the SA would be willing to absorb some of these costs. The SA currently has approximately \$700,000 in the Student Union Building Fund.

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CMC was presented with this proposal for the first time the previous day and therefore does not have any recommendations in this regard. The President noted that many issues require investigation including the leasehold arrangements, an impact analysis on the activities of the College, and the planned renovations to Building A.

MOTION B:96/11/1: H. Middlestead/L. Foster

THAT the Board of Governors request that College management enter into discussions with the Students' Association on the proposal to renovate the South Gym. If deemed feasible, the SA study can commence taking into consideration that there be no future financial obligations to the College; and that the renovation plans are consistent with the Building A project.

Carried

An update will be provided at the January 29, 1997 Board meeting.

(Note: At the January 29, 1997 Board Meeting, it was clarified that the SA study can commence on the understanding that there be no future financial obligations to the College.)

4. ADOPTION OF MINUTES

Moved by T. Whiteman/D. Falcetta that the Minutes of the Meeting of the Board of Governors held on November 27, 1996 be adopted.

Carried

5. BUSINESS ARISING FROM PREVIOUS MINUTES

5.1 Meeting with Advisory Committee Chairs

The report from the Breakfast Session with the Advisory Committee representatives on November 22, 1996 was tabled. The report was referred to the Academic/Planning Committee for further consideration.

5.2 Whiteshell Laboratories Project

This item was referred to the Committee of the Whole.

5.3 Enrollment Report - Sequential Students and Wait Lists - Deferred.

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5.4 Apprenticeship Task Force

The President reported that a formal invitation to solicit the College's position on Apprenticeship training is anticipated from the Apprenticeship Task Force. A draft letter to the Task Force will be reviewed at the January Board meeting.

5.5 Board Self-Evaluation: Effective Governance

The Board reviewed the analysis of the recent Board Self-Evaluation Survey prepared by Mary Jane Loustel, Internal Auditor. The Chair noted that implementation of the Carver model may address a number of the issues raised in the report.

6. PRESIDENT'S REPORT

The President presented his institutional report for the month of November 1996.

7. COLLEGE COUNCIL

Guest: Joan Kunderman, Chair, College Council

Ms. Kunderman provided the report of the College Council meeting of December 10, 1996.

The Chair raised the mandate of the College Council and that it was established to provide the Board with grass roots advice. He asked that the Council consider whether they are providing the appropriate information in order to assist the Board in establishing policies for the institution. Ms. Kunderman will refer this to the Council.

8. COLLEGE DEVELOPMENT COUNCIL

8.1 Fund Raising Campaign - Building A Update

Discussion of this item was referred to the Committee of the Whole. The Board requested that the following motion be recorded in the Open Session of the meeting:

MOTION B:96/11/2: T. Whiteman/D. Falcetta

THAT the College disengage with SRP Management Consulting Associates Ltd. for the Building A fund raising project due to lack of performance.

Carried

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8.2 Board Attendance at CDC Meetings

Cheryl Herda will be the Board representative at the February 4, 1997 meeting of the CDC.

9. ACADEMIC/PLANNING COMMITTEE

MOTION B:96/11/3: T. Whiteman/B. Bachalo

THAT the Board of Governors accept the report of the Academic/Planning Committee meeting of December 5, 1996.

Carried

10. ADMINISTRATIVE AFFAIRS COMMITTEE

There was no meeting of this Committee held during the reporting period.

10.1 Monthly Financial Report

MOTION B:96/11/4: H. Middlestead/L. Foster

THAT the Board of Governors accept the monthly financial report for the five months ended November 30, 1996.

Carried

11. AUDIT COMMITTEE

Mr. Middlestead provided the Audit Committee report from the December 11, 1996 meeting. He noted the Committee's recommendation to establish a policy that sales contracts should not commence prior to the appropriate documentation being signed. The President indicated that the College must respond quickly to contract training opportunities and that the recommended policy, in some instances, may impede the ability to react in a timely manner. The Board suggested that a policy be developed that would allow flexibility in this regard and still maintain an appropriate level of accountability.

The issue of the College's potential pension liability was discussed. It was agreed that the College should enter into negotiations with the government on this issue and that it would be an appropriate item to raise with the new Council on Post-Secondary Education.

MOTION B:96/11/5: H. Middlestead/L. Foster

THAT the Board of Governors accept the report of the December 11, 1996 Audit Committee meeting.

Carried

12. EXECUTIVE COMMITTEE

The report of the Executive Committee meeting of December 11, 1996 was provided to the Board.

13. POLICY ISSUES/CARVER UPDATE

The Academic/Planning Committee reviewed and amended the four draft policies in each of the Policy Governance categories and recommended that the Board approve the amended versions.

The Board discussed various items on the policies and it was agreed to hold a separate Board meeting dedicated to this one item. A meeting was scheduled for January 8, 1997 at 6:00 p.m.

14. NEW BUSINESS

14.1 Tri-College Board Meeting

The Board received a letter from Donald Knight, Chair of Keewatin Community College, inviting the Boards of Assiniboine and RRCC to attend a tri-college Board meeting in Winnipeg. The Board agreed to host the meeting and suggested that it be held on a Saturday to simplify travel arrangements.

Items suggested by the Board for consideration at that meeting include pension liability; apprenticeship training; board policies; infrastructure; and tuition fees.

15. INFORMATION ITEMS

15.1 Bill 32

Bill 32 was provided to the Board for information.

16. CORRESPONDENCE

The following correspondence was reviewed by the Board:

Sent by the Board:

16.1 Hon. Linda McIntosh, Government Internal Audit - *November 29/96*

Received by the Board:

16.2 The Campaign for Our Tomorrow - *James Richardson, November 18/96*

16.3 Government Internal Audit - *Tom Carson, Deputy Minister of Training and Advanced Education, November 25/96*

16.4 Tri-College Board meeting - *Donald Knight, December 4/96*

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- 16.5 Program Advisory Committee Survey - *Hon. Gary Filmon, December 4/96*
- 16.6 Governance Forum - *Gary Hannaford, December 18/96 (Distributed at Meeting)*

Board members R. Bullock; H. Middlestead; D. Falcetta; L. Foster; C. Herda; T. Whiteman and T. Knowles will be attending the January 30, 1997 governance forum *Monitoring Performance: The Key to Effective Governance*.

Ms. Foster inquired whether a letter had been forwarded to the Minister of Education and Training on extending the terms of three Board members until after the budget process. The Chair reported that he would be meeting with the Minister in January and would raise the issue with her and then send a letter.

17. NEXT BOARD OF GOVERNORS' MEETING - JANUARY 29, 1997

18. OTHER BUSINESS

18.1 Aboriginal Resource Centre

Ms. Herda requested an update on the progress of the Aboriginal Resource Centre.

18.2 RRCC Downtown Campus

Mr. Falcetta requested a report on the activities of the College's downtown campus at Union Station.

The meeting adjourned at 8:55 p.m.

Ralph Bullock, Chair

Dr. Tony Knowles, President