

**RED RIVER COMMUNITY COLLEGE  
BOARD OF GOVERNORS**

**MINUTES**

B:95/10

2055 Notre Dame Avenue, Winnipeg, Manitoba  
7th Floor Boardroom, Building C  
6:30 p.m.

**December 20, 1995**

**In Attendance:**

<b>Governors:</b>	R. Bullock, Chair H. Middlestead, Vice-Chair J. Bear D. Finkleman L. Foster P. Gibson B. Lavallee B. Moorhouse G. Tsouras T. Whiteman
<b>Regrets:</b>	C. Herda
<b>President:</b>	T. Knowles
<b>Secretary:</b>	J. Tribula
<b>Guests:</b>	K. Webb, Vice-President Academic C. Rushton, Director, Financial Services

**Call to Order**

With attendance constituting a quorum, the Chair called the meeting to order at 6:30 p.m.

**1. CHAIRPERSON'S REMARKS**

Mr. Bullock advised that he had received notification earlier in the day that he was appointed Chair of the Board of Governors by the Provincial Cabinet. The appointment is effective immediately and expires on March 31, 1996.

The Chair thanked Mr. Middlestead for assuming the role as Acting Chair over the past month. Mr. Middlestead will resume his position as Vice-Chair.

Mr. Tsouras agreed to take over the Chair position for the Administrative Affairs Committee.

## **Minutes - Board of Governors**

Page 2

December 20, 1995

### **2. ACCEPTANCE OF AGENDA**

Moved by B. Lavallee/T. Whiteman that the Agenda be accepted.

**Carried**

### **3. PRESENTATION TO JOHN HARRISON, PAST BOARD CHAIR**

Effective November 22, 1995, Mr. John Harrison resigned as Chair of the Board of Governors to take a position on the Interim Transition Team to form the Post-Secondary Council. The Chair, Mr. Bullock, thanked Mr. Harrison for his efforts and dedication to the College over the past years and presented him with a gift. Mr. Harrison thanked the Board and then left the meeting.

### **4. PRESENTATION OF APPRENTICESHIP**

*Guests: Mr. Peter Elvers, Dean, Electrical, Electronic, Construction Technology*  
*Mr. Aaron Koodoo, Chair, Construction Technology*

Mr. Koodoo provided an extensive summary of the apprenticeship program in the province and the College's role within the structure. It was discussed that the federal government is planning to withdraw its funding support over the next two years to apprenticeship programs with a 25% decrease in the next fiscal year.

The President advised that the College is currently investigating a new model for the delivery of apprenticeship training in the province. Meetings have been arranged among the participating parties including employers, educators and the government. He also indicated that this was a very complex issue and will be discussed at the Colleges Advisory Board meeting in January with the Minister of Education and Training.

The Board agreed that it is the appropriate time to investigate alternate methods of delivering apprenticeship training.

The President announced that Mr. Elvers would be retiring on December 22, 1995 after over 30 years of service to the College. Mr. Elvers and Mr. Koodoo then left the meeting.

### **5. ADOPTION OF MINUTES**

Moved by P. Gibson/B. Moorhouse that the Minutes of the Meeting of the Board of Governors held on November 22, 1995 be adopted.

**Carried**

## **Minutes - Board of Governors**

Page 3

December 20, 1995

### **6. BUSINESS ARISING FROM MINUTES**

#### **6.1 Employment Equity**

Mr. Middlestead requested that this item be readdressed by the Board and that a formal motion be made on the recommendation presented at the November 22, 1995 Board meeting. The Employment Equity Advisory Committee recommended that the College adopt an Outreach and Modified Selection Process Model.

Mr. Middlestead also raised the concern that the former selection procedure was not in compliance with the current Board level policy. Other Board members were not of the same opinion.

Ms. Foster expressed the concern on procedure indicating that the Board was told that this item was for information only at the November 22, 1995 meeting and that a formal motion was not required.

The Chair indicated that a formal motion on the selection process would clarify the matter.

**MOTION:** H. Middlestead/L. Foster

**THAT** the Board of Governors approve the recommendation from the Employment Equity Advisory Committee that the College adopt an Outreach and Modified Selection Process Model to conform to the present Board Policy A6.

**Carried**

#### **6.2 Colleges Advisory Board Meeting**

The Colleges Advisory Board Meeting has been rescheduled to January 16, 1996.

### **7. PRESIDENT'S REPORT**

The President presented his monthly report to the Board for the month of November, 1995.

He also reported that a new Board member, Mr. Danny Falcetta was appointed effective immediately. The President will inquire whether Mr. Falcetta would like to serve on the Academic/Planning Committee or the Administrative Affairs Committee.

From January 8-21, 1996 the President will be a member of the Team Canada Trade Mission with the Prime Minister travelling to India, Indonesia, Pakistan and Malaysia.

### **8. COLLEGE COUNCIL**

*Guest: Joan Kunderman, Chair, College Council*

Issues currently being considered by the Council include confidentiality of student survey

## **Minutes - Board of Governors**

Page 4

December 20, 1995

responses; accommodations for students; the College tendering process; renovations to the lecture theatres; College signage and; the proposed Code of Ethics.

### **9. COLLEGE DEVELOPMENT COUNCIL (CDC)**

#### **9.1 Board Attendance at CDC Meetings**

As agreed at the November 22, 1995 Board meeting, Brenda Moorhouse will attend the January 10, 1996 CDC meeting, and Pat Gibson will attend the February 6, 1996 meeting.

#### **9.2 Appointment of Chair of the CDC**

**MOTION:** B. Lavallee/G. Tsouras

**THAT** Peter Curry be appointed as the Chair of the College Development Council effective immediately.

**Carried**

### **10. ACADEMIC/PLANNING COMMITTEE**

#### **10.1 Approval of New Program Advisory Committee Members**

**MOTION:** T. Whiteman/B. Moorhouse

**THAT** the Board of Governors approve the proposed new advisory committee members pending confirmation that any member is not in a conflict position.

**Carried**

It was noted that one proposed advisory committee member was currently serving on the Interim Transition Team on the Post-Secondary Council. Clarification will be sought from the Deputy Minister of Training and Advanced Education on whether this is a conflict.

### **11. ADMINISTRATIVE AFFAIRS COMMITTEE**

#### **11.1 Financial Report for the Five Months Ended November 30, 1995**

Ms. Rushton reviewed the financial report for the five months ended November 30, 1995 which were in a new format. A sample financial report was also provided on an alternate format which will be discussed further at the Administrative Affairs Committee. The Chair commented on the improvement of the financial reports over the past few months.

Ms. Rushton advised that the academic Chairs will soon be requested to complete a phase-in of the budget figures for the next six months. She also indicated that improved financial reporting will be provided to all managers within the College in the near future.

## **Minutes - Board of Governors**

Page 5

December 20, 1995

**MOTION:** J. Bear/G. Tsouras

**THAT** the Board of Governors accept the financial report for the five months ended November 30, 1995.

**Carried**

### **12. AUDIT COMMITTEE**

Mr. Middlestead presented the December 6, 1995 Audit Committee meeting report. It was agreed that the Board will be provided with copies of the management letter from Doane Raymond and Ms. Rushton's response.

**MOTION:** H. Middlestead/B. Moorhouse

**THAT** the Board of Governors accept the report of the Audit Committee.

**Carried**

### **13. EXECUTIVE COMMITTEE**

The Chair indicated that he would be calling a meeting of the Executive Committee in the near future.

### **14. POLICY ISSUES - Nil.**

### **15. NEW BUSINESS**

#### **15.1 Proposal to Reschedule the January 24, 1996 Board Meeting**

It will not be necessary to reschedule the January Board meeting, therefore the meeting will be held on the original date of January 24, 1996.

#### **15.2 Review of Board of Governors' By-Laws**

It was agreed that the Administrative Affairs Committee will commence review of the Board of Governors' By-Laws over the next four months. Any by-law which requires additional review or amendment will be forwarded to the Board.

#### **15.3 Duration of Meetings**

Concern had been raised on the duration of some of the committee and Board meetings. The Chair indicated that it is the Board's first responsibility to discharge its obligation to the community and to provide appropriate governance of the College, however, agreed that meeting duration should be reasonable. The Chair mentioned that the deBono technique could be utilized in some instances and that the Board Chair and Committee Chairs should

## **Minutes - Board of Governors**

Page 6

December 20, 1995

monitor timing of discussion and the tabling of agenda items.

The Board agreed to start the January 24, 1996 Board meeting at 6:00 p.m. and that the duration of meetings will be monitored.

### **16. INFORMATION ITEMS**

#### **16.1 Business Plan**

The President advised that the revised Business Plan will be presented to the Board at the January 24, 1996 Board meeting.

#### **16.2 Budget Presentation to the Government**

A letter was received from the Minister of Education and Training requesting a date for the College's submission of the budget to the provincial government.

The President indicated that the College has maintained contact with the Director, Colleges Secretariat, and the Deputy Minister of Training and Advanced Education throughout the budget process. The College is awaiting confirmation of grant levels for the 1996/97 fiscal year prior to completing the budget package. Keewatin Community College received the same request from the Minister and has also taken the position that confirmation of grant levels is a requirement prior to submission of a budget.

### **17. NEXT MEETING**

The next meeting of the Board of Governors will be held on Wednesday January 24, 1996 at 6:00 p.m. Dinner will commence at 5:30 p.m.

The meeting adjourned at 8:50 p.m.

---

Ralph Bullock, Chair

---

Dr. Tony Knowles, President