

**RED RIVER COMMUNITY COLLEGE  
BOARD OF GOVERNORS**

**MINUTES**

B:93/08

2055 Notre Dame Avenue, Winnipeg, Manitoba  
7th Floor Boardroom, Building C  
7:00 p.m.

**December 22, 1993**

**In Attendance:**

**Governors:** J. Harrison, Chair  
H. Middlestead, Vice-Chair  
J. Bear  
R. Bullock  
N. Dyck  
G. Fardoe  
D. Finkleman  
L. Foster  
B. Moorhouse  
G. Tsouras  
T. Whiteman

**Regrets:** B. Lavallee

**President:** T. Knowles

**Secretary:** J. Tribula

**Guests:** K. Webb, Vice-President Academic  
R. Dykes, Director, Financial Services

**Call to Order**

With attendance constituting a quorum, the Chair called the meeting to order at 7:00 p.m.

**1. ACCEPTANCE OF AGENDA**

Moved by J. Bear/B. Moorhouse that the agenda be accepted as distributed.

**Carried**

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### **2. ADOPTION OF MINUTES**

Moved by J. Bear/B. Moorhouse that the Minutes of the 7th Regular Meeting of the Board of Governors held on November 24, 1993 be adopted.

**Carried**

### **3. BUSINESS ARISING FROM MINUTES**

The Chair advised that the date of the tri-college Board meeting with ACC and KCC is February 25, 1994. Further details will be conveyed to the Board members once they are confirmed.

The President informed the Board that arrangements are being made to hold a dinner for the advisory committee chairpersons. The new tentative date is March 30, 1994, and once again, details will be forthcoming.

### **4. CHAIRPERSON'S REMARKS**

The Chair extended his holiday greetings to the Board and College staff.

A meeting of the Colleges Advisory Board was held on November 25, 1993 and the government once again encouraged the College to pay attention to the areas of economic development as identified in their *Framework for Economic Growth* document. The concept of the College being managed as a business was accepted, and the government indicated it would not decrease the grant level in conjunction with the College's revenue generation. Internationalization of the College was discussed and this topic will be looked at in further detail in the future. The government also indicated it is still their intention to consult with the Colleges regarding the funding formula.

### **5. PRESIDENT'S REPORT**

The President also extended the best of the Christmas season to the Board and thanked them for their support over the past year. He then summarized his Institutional Report to the Board of Governors for the month of November, 1993.

A number of issues were discussed including the tri-college computer services system, which is experiencing some difficulties, and liquor licensing of the food services area. Clarification on revenue generation of the parking program was requested and Mr. Dykes, Director, Financial Services will report back on this issue at the next meeting.

At this point Mr. Fardoe, the student representative of the Board of Governors, introduced Mr. Dave Hackbart, the Vice-President of the Student's Association, who was attending the meeting as an observer.

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### **6. ACADEMIC AFFAIRS COMMITTEE**

Mrs. Whiteman, Chair of the Academic Affairs Committee, reviewed the Minutes of the December 8, 1993 meeting.

#### **6.1 Consideration of a TQM Briefing Session for the Board of Governors**

It had been suggested that the College's management provide the Board with an overview of the concept and philosophy of TQM as applied at RRCC. An introductory session had been held on April 27, 1993, however it was agreed that a further session would be beneficial. A presentation will be made at the February 23, 1994 Board meeting.

#### **6.2 New Program Approval Policy**

This policy had been considered and approved by the Academic Affairs Committee.

**MOTION:** B. Moorhouse/G. Fardoe

**THAT** the Board of Governors approve the New Academic Program Approval Policy.

**Carried**

### **7. ADMINISTRATIVE AFFAIRS COMMITTEE**

Mr. Bullock presented the Administrative Affairs Committee report from December 15, 1993. He indicated that the Minutes of this meeting were not attached to the Board agenda because the meeting had been rescheduled to allow for the preparation of the financial statements. He also advised that various items from this Committee will be considered during the Committee of the Whole.

Mr. Bullock noted that a report had been presented on the Bookstore and he encouraged the Board members to visit the facility to view the recently implemented changes.

Mr. Dykes updated the Board on recent developments of the Manitoba Foundation and that notification of the College's charitable status will appear in the Manitoba Gazette in December, 1993. An interim Board is currently in place, and amounts over \$10,000 only are accepted as donations to the Foundation. Mr. Dykes will be the College's contact in this regard and will keep Ms. Foster, the Board's nominee as an appointee to the Foundation, apprised of any further developments.

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### **7.1 Monthly Financial Report as of November 30, 1993**

Mr. Dykes summarized the monthly financial report and reviewed its new format. He indicated that the new Statement of Revenue and Expense does not currently show the variance to the budget, but will attempt to have this implemented by the end of the fiscal year.

Mr. Bullock commended Mr. Dykes and his staff for the development of the new format and indicated that the Administrative Affairs Committee is provided with additional background material in order to have a full understanding of the College's financial situation. He noted that risks have been progressively addressed with measures available should the possibility of a deficit exist.

**MOTION:** R. Bullock/N. Dyck

**THAT** the Board of Governors receive and accept the financial report for the period ending November 30, 1993.

**Carried**

### **7.2 Credit/Debit Cards**

Mr. Dykes briefed the Board on the logistics of implementing credit/debit card technology within the College. He noted that this technology would be utilized in the Continuing Education area, the Assiniboia Inn, the Market Driven Training Centre, the Accounting Office, the Bookstore, and for some programs. Credit cards will not be used for tuition on full day programs however, debit cards can be used for this purpose once they are introduced in the months to come. VISA will initially be implemented and then Mastercard, both at a discount rate of 1.75% to the College.

**MOTION:** R. Bullock/N. Dyck

**THAT** the Board of Governors approve the implementation of credit/debit card technology as proposed.

**Carried**

## **8. EXECUTIVE COMMITTEE**

The Chair advised that a meeting of this Committee had been held on December 10, 1993 and will be discussed in detail during the Committee of the Whole.

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### **9. COLLEGE COUNCIL**

#### **9.1 Report of the College Council Meeting of December 7, 1993**

The President reviewed the unapproved Minutes of the College Council Meeting of December 7, 1993. He indicated that he was pleased with the Council's progress and noted they were starting to raise and discuss substantial issues.

#### **9.2 Clarification of College Council Reporting Mechanism**

At the November 24, 1993 Board meeting, the College Council reporting route was considered. Clarification is being sought on whether it was the Board's intention to have the Chair and/or Vice-Chair of the Council attend the monthly Board meetings to provide a report, or whether it was intended that the Council be advised of the appropriate route should they wish to make a presentation to the Board at any given time.

The Board members discussed this issue and it was the consensus not to revise the original motion, but to consult with the Council prior to the next Board meeting as to their preference on providing reports to the Board.

### **10. NEW BUSINESS**

#### **10.1 Proposed Meeting with MP's**

The President inquired whether the Board thought it appropriate to hold a meeting with the new federal MP's within the College's catchment area to discuss areas of mutual concern and future direction of the government. The Board questioned whether the provincial counterparts should also be invited, however it was decided to host the groups separately. It was the consensus that Lloyd Axworthy's office be approached first as to protocol and that an event be planned in January, 1994 if possible.

### **11. INFORMATION ITEMS**

#### **11.1 Proposed Contract with Shenzhen Public Health School**

The President advised that a request has been received from the Shenzhen Public Health School in Hong Kong to provide a 3 - 6 month course to 40 - 50 of their nursing students. The President and Dr. Barry Garbutt, Dean, Health, Community Services and Applied Sciences, will be travelling to China in January, 1994 to work out the logistics and pursue other contacts through the Department of Industry Trade and Tourism (ITT). ITT has agreed to provide part of the funding for this trip.

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### **11.2 Prime Minister's Awards**

The President had participated in the local selection process of the Prime Minister's Awards for Math, Science and Technology and is now suggesting that the College host a recognition event for the recipients of these awards for the Province of Manitoba, pending the identification of appropriate funding support. The Board was supportive of this idea and the President's office will make further inquiries.

### **12. NEXT MEETING**

The next meeting will be held on Wednesday, January 26, 1994 - dinner will be served at 5:45 p.m. in the 7th Floor Boardroom, Building C.

### **13. ADJOURNMENT**

The meeting adjourned at 9:30 p.m.

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John Harrison, Chair

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Dr. Tony Knowles, President