

Regular Board Meeting

Wednesday, January 21, 2009
C709 – RRC Notre Dame Campus
Winnipeg, Manitoba

MINUTES B 09/01

IN ATTENDANCE

Governors:	Sheryl Feller, Chair Ric Borlase, Vice-Chair Elvira Finnigan Edward Kennedy Richard Lennon Bruce North Maureen Prendiville Don Robertson Shaun Scrymgeour Nancy Wheatley	Regrets:	Milton Reimer Cathy Woods
CEO:	Jeff Zabudsky, President		
Secretary:	Kathi Gudmandson, Executive Assistant to the Board		
Treasurer:	Catherine Rushton, Vice-President, Finance and Administration, CFO		
Administration:	Ken Webb, Vice-President, Academic and Research David Rew, Vice-President, Student Services and Planning David Leis, Vice-President, Business Development Rob Olson, Associate Vice-President, Facilities and Campus Services Nancy Alexander, Director, Human Resource Services		

1. CALL TO ORDER

With attendance constituting a quorum, the Chair called the meeting to order at 6:35 p.m.

2. APPROVAL OF AGENDA

Moved by M. Prendiville/R. Borlase that the Regular Meeting Agenda of January 21, 2009 be approved. – CARRIED

3. APPROVAL OF MINUTES – DECEMBER 17, 2008

MOTION B 09/01/01 – N. Wheatley/R. Lennon

That the Minutes of the December 17, 2008 Board of Governors Meeting be approved. – CARRIED

4. COLLEGE PRESIDENT’S REPORT – JANUARY 2009

MOTION B 09/01/02 – S. Scrymgeour/E. Finnigan

**That the College President’s Report of January 21, 2009 be received.
– CARRIED**

5. STUDENTS’ ASSOCIATION REPORT – JANUARY 2009

Board member S. Scrymgeour informed the Board that he has stepped down as President of the Red River College Students’ Association effective January 15, 2009 to assume a staff position with the Association. He stated that he has been hired to fill the position of SA Program Director which involves designing and implementing new programs, improving existing programs and coordinating all Students’ Association events.

S. Scrymgeour indicated that since he continues to be a part-time RRC student the Students’ Association Board (SAB) has agreed that he continue as student representative to the College Board of Governors. K. Gudmandson confirmed that she has received formal notification from the Executive Director of the RRCSA regarding the SAB’s decision.

On behalf of the Board, the Chair congratulated S. Scrymgeour on his new position. The President also expressed his pleasure that Shaun will be continuing his association with Red River College.

MOTION B 09/01/03 – R. Borlase/B. North

**That the Students’ Association Report of January 21, 2009 be received.
– CARRIED**

6. COLLEGE COUNCIL – EMPLOYEE BOARD MEMBER’S REPORT – JANUARY 2009

Employee Board member N. Wheatley distributed a copy of the minutes from the January 13, 2009 College Council meeting and provided an overview of the Council’s recent activities. The President thanked N. Wheatley for re-establishing College Council which provides a valuable contribution to the College.

MOTION B 09/01/04 – M. Prendiville/E. Finnigan

**That the College Council Report of January 21, 2009 be received.
– CARRIED**

7. COMMITTEE REPORTS

7.1 Executive Committee – Minutes of January 12, 2009

MOTION B 09/01/05 – R. Borlase/B. North

**That the Executive Committee Minutes of January 12, 2009 be received.
– CARRIED**

7.1.1 Policy Monitoring Report – Right to Inform the Board – 2.17

MOTION B 09/01/06 – R. Borlase/R. Lennon

**That the President’s Monitoring Report for Board Policy 2.17 –
Right to Inform the Board dated January 12, 2009 be accepted
as presented. – CARRIED**

7.1.2 Union Bank Tower – Acquisition of Building

The Administration presented information regarding the proposed acquisition by Red River College of the Union Bank Tower in Winnipeg’s Exchange District near the Princess Street Campus. The transaction to obtain the property from the City of Winnipeg would be in the form of a gift to the College or a purchase for a nominal fee.

The Board was informed that the acquisition of the building at 500-504 Main Street would be the next step in the College developing student housing and relocating RRC’s Hospitality Program facilities, which would free up space at the Notre Dame Campus for new skilled trades facilities. The anticipated cost of the Union Bank Tower development is \$27 M that would be funded through a variety of sources and activities.

Following Board authorization to acquire the property, approval will be sought from the Council on Post-Secondary Education as required by *The Colleges Act*.

Discussion followed regarding how the College will finance the project, as well as risk management associated with acquiring an unoccupied heritage building.

MOTION B 09/01/07 – R. Borlase/S. Scrymgeour

That the College be authorized to acquire at a nominal value from the City of Winnipeg the property known as the Union Bank Tower located at 500-504 Main Street subject to the satisfactory results of a structural evaluation, environmental site assessment, title search, survey of property and rezoning approval. – CARRIED

7.2 Administrative Affairs Committee

7.2.1 Minutes of December 17, 2008

MOTION B 09/01/08 – R. Borlase/E. Finnigan

That the Administrative Affairs Committee Minutes of December 17, 2008 be received. – CARRIED

7.2.2 Meeting of January 21, 2009

Vice-Chair R. Borlase informed the Board that the Administrative Affairs Committee reviewed the financial results for the period and received a presentation from C. Rushton regarding the Treatment of Staff Board Policy Monitoring Report.

Following review of the Board Policy on Treatment of Staff it was suggested that the policy be updated to reflect the College's People Plan. The Committee also requested that RRC's employee diversity statistics be provided at some point, as well as the results of the monthly employee surveys that began in September.

MOTION B 09/01/09 – R. Borlase/M. Prendiville

That the Administrative Affairs Committee Report of January 21, 2009 be received. – CARRIED

7.2.3 Financial Results Ending December 31, 2008

MOTION B 09/01/10 – R. Borlase/R. Lennon

That the Financial Results for the Six Months Ending December 31, 2008 be received as information. – CARRIED

7.2.4 Policy Monitoring Report – Treatment of Staff – 2.15

MOTION B 09/01/11 – C. Woods/M. Reimer

That the President's Monitoring Report for Board Policy 2.15 – Treatment of Staff dated January 21, 2009 be accepted as presented. – CARRIED

7.3 Planning Committee

7.3.1 Minutes of December 17, 2008

MOTION B 09/01/12 – D. Robertson/B. North

That the Planning Committee Minutes of December 17, 2008 be received. – CARRIED

7.3.2 Meeting of January 21, 2009

Committee Chair D. Robertson informed the Board that the Planning Committee reviewed a Board Policy Monitoring Report on Research, Innovation and Partnerships. The Committee also received a presentation from the Director of Applied Research regarding RRC's applied research activities. D. Robertson commented that the research activities over the past three years are very impressive.

MOTION B 09/01/13 – D. Robertson/N. Wheatley

**That the Planning Committee Report of January 21, 2009 be received.
– CARRIED**

7.3.3 Policy Monitoring Report – Global Ends: Applied Research, Innovation and Partnerships

MOTION B 09/01/14 – D. Robertson/N. Wheatley

That the President's Monitoring Report for Board Policy 1.0(d) – Global Ends: Applied Research, Innovation and Partnerships dated January 21, 2009 be accepted as presented. – CARRIED

7.4 Alumni Committee Report – January 2009

Board Alumni Committee representative R. Borlase reported that nominations for the College's Distinguished Alumni Award close on January 30, a new creative look has been developed for the annual alumni campaign, and the RRC Alumni Coordinator has accepted a job elsewhere and a search for a new coordinator will begin.

MOTION B 09/01/15 – R. Borlase/E. Kennedy

**That the Alumni Committee Report of January 21, 2009 be received.
– CARRIED**

8. NEW BUSINESS

8.1 Budget Parameters - 2009/10

The Vice-President, Administration and Finance presented the proposed 2009/10 budget parameters. President's Council has identified a number of planning assumptions, cost pressures and budget priorities that, when approved by the Board, will be used to develop resource requirements and provide a framework for matching revenues and expenditures to achieve a balanced budget.

The budget priorities for 2009/10 have been developed in response to the *Goals in Support of the Vision and Mission* adopted by the Board on December 17, 2008. The priorities that will drive operational plans and resource allocation decisions are:

8.1 Budget Parameters - 2009/10 (continued)

Strategic Initiatives (*not ranked*)

- College Degrees
- People Plan
- Capital Campaign
- Increase Quality and Innovation and Success
- New Ways to Offer Applied Learning with Work/Industry
- Advance Aboriginal Education

Improvement Priorities (*not ranked*)

- Enhance the In-class Experience of Instruction
- Enhance the In-class Learning Environment
- Foster Sustainability
- Collaborate on Process

MOTION B 09/01/16 – R. Borlase/S. Scrymgeour

That approval be granted for the 2009/10 operating and capital budget to be developed based on the parameters outlined in a memorandum dated January 14, 2009 from President’s Council. – CARRIED

8.2 RRC People Plan

The Vice-President of Finance and Administration made a presentation regarding Red River College’s People Plan. The People Plan is a comprehensive human resource strategy to position RRC as an employer of choice and foster a culture in which all staff feel connected to and supported by the organization.

Several initiatives have been undertaken in the past two years related to the People Plan, including:

- a review of internal communications resulting in recommendations to address communication issues identified during focus groups
- a group benefits review which has resulted in a new health and dental carrier
- implementation of a new job evaluation/classification/compensation system
- implementation of an on-line HR system allowing employee self service
- an expanded staff learning and development function
- the creation of an Awards and Recognition Taskforce
- the development of a suite of staff and student conduct policies
- monthly staff surveys that have been implemented to measure engagement and wellness
- the creation of a Wellness Committee
- a review of the College’s recruitment process
- a review of the Excluded Employees terms and conditions

Following questions from Board members, the President congratulated the Vice-President, Finance and Administration and the Director, Human Resource Services for their leadership in developing and implementing the People Plan.

9. FOR INFORMATION

- 9.1 Announcement – RRC’s first online open curriculum
- *Management of technological innovation*
- 9.2 *Winnipeg Free Press* News Items
- *Inland port’s board of directors unveiled*, December 23, 2008 (M. Prendiville)
- *College crowns wrestling star*, January 10, 2009
- 9.3 *Focus* – Academic Monthly Report – December 2008
- 9.4 *Board Leadership Newsletter*, No. 100, Nov-Dec 2008

10. COMMITTEE OF THE WHOLE

The Board agreed to sit in Committee of the Whole *in camera* at 9:10 p.m. with the President, the Executive Assistant to the Board and the Associate Vice-President, Facilities and Campus Services who chairs the College’s Honorary Awards Committee.

10.1 Honorary Diploma Award Nominees - 2009

The Committee rose at 9:19 p.m. The Chair reported that direction was provided to the President regarding selection of this year’s Honorary Diploma recipient.

The meeting adjourned at 9:20 p.m.

Original signed by

Sheryl Feller
Chair

Original signed by

Kathi Gudmandson
Secretary