

**RED RIVER COMMUNITY COLLEGE
BOARD OF GOVERNORS**

MINUTES

B:95/01

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

January 25, 1995

In Attendance:

Governors: J. Harrison, Chair
H. Middlestead, Vice-Chair
D. Finkleman
L. Foster
B. Lavallee (From 7:00 p.m.)
R. Rummery
G. Tsouras
T. Whiteman

Regrets: J. Bear
R. Bullock
B. Moorhouse

President: T. Knowles

Secretary: J. Tribula

Guests: R. Dykes, Executive Director, Computer and Financial Services
M.J. Loustel, Internal Auditor
T.K. Morgan, Director, Public Relations & Communications

Call to Order

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

1. ACCEPTANCE OF AGENDA

Moved by G. Tsouras/T. Whiteman that the Agenda be accepted as distributed.

Carried

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2. ADOPTION OF MINUTES

Moved by L. Foster/R. Rummery that the Minutes of the Meeting of the Board of Governors held on December 21, 1994 be adopted.

Carried

3. BUSINESS ARISING FROM MINUTES

None.

4. CHAIRPERSON'S REMARKS

The Chair advised that Board members would be receiving copies of the Executive Committee Minutes from September and October, 1994 in the near future. He also encouraged Board members to advise him of agenda items for meetings, as well as items for the Colleges Advisory Board meeting, which has not yet been scheduled.

The Chair thanked the Board for the flowers which were sent to his Mother who is in the hospital.

5. PRESIDENT'S REPORT

The President reviewed his report to the Board for the month of December. A member requested that additional information be provided from the Human Resource department, such as the number of full and part time staff, term positions, and the progress of the new computer system.

6. COLLEGE COUNCIL

6.1 Report of the College Council Meeting of January 3, 1995

Guest: Marg Braid, Chair, College Council

Ms. Braid reiterated that quorum continues to be problem, and advised that a deadline has been set that if quorum is not reached by 2:15 p.m., the meeting will be cancelled.

Items currently being considered by the Council include membership vacancies; *RRCC Week*; workload inequities; and the governing regulations of CMOR, the student radio station.

The Board recommended that Ms. Braid suggest to the steering committee organizing *RRCC Week* that they consider changing the name.

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7. COLLEGE DEVELOPMENT COUNCIL (CDC)

The Chair reported that he received a letter from Ms. Muir, Chair of the CDC, that she will be attending the February Board meeting with the Navion consultants to present the report on the College's developmental and public relations issues.

The President advised that Navion is conducting intensive interviews both internally, and in the external business community. The preliminary indications of the study conclude that the image of the College is good, for those who are aware of the facility, however, there appears to be little understanding by people who have not had a direct association with the College.

Navion has also assisted the CDC in implementing the structure for the fund raising campaign for the Animal Health Technology Centre.

8. ACADEMIC AFFAIRS COMMITTEE

Mrs. Whiteman reported on the January 4, 1995 Academic Affairs Committee meeting. She advised that Don Benham, Journalism Instructor, presented Project McLuhan and advised that the Board will be invited to an official demonstration of the project on March 9, 1995.

A Board member requested that completion dates on projects be noted in the Minutes if possible.

9. ADMINISTRATIVE AFFAIRS COMMITTEE

Mr. Tsouras provided the report of the January 18, 1995 Administrative Affairs Committee on behalf of Mr. Bullock. Items considered by that committee include food services; lease negotiations with the Manitoba Government Services; a proposal on students from the Painting & Decorating Program performing painting services in the College; and the monthly financial report.

Mr. Tsouras reviewed the College's current contract with Versa Services, indicating that it is now a catering contract and that the College has a guaranteed income from the contract. A more detailed report of the food services area will be provided to the Board in the near future.

9.1 Monthly Financial Report

Mr. Dykes, Executive Director, Computer and Financial Services reviewed the financial report for the six months ended December 31, 1994. He indicated that the College is monitoring the position of the revenue and expenditure streams to ensure the currently projected deficit is managed.

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MOTION: G. Tsouras/H. Middlestead

THAT the Board of Governors accept the financial report for the six months ended December 31, 1994.

Carried

10. AUDIT COMMITTEE

The management letter from Doane Raymond is expected within the next few weeks and will be reviewed by the Audit Committee.

11. PLANNING COMMITTEE

No meeting of this Committee was held during the reporting period.

12. EXECUTIVE COMMITTEE

The Chair advised that the Executive Committee met on January 18, 1995. The Committee considered the process for liaising with the excluded staff on the terms and conditions of employment. The Executive Committee has recommended that the President initiate the discussions with this group on behalf of the Board, to remain consistent with the process in place for negotiations with the MGEU. The President and the members of the excluded group will determine their own structure for these discussions.

13. NEW BUSINESS

13.1 Request from Jean Friesen, MLA Re: Board of Governors' Minutes

A request had been received from Jean Friesen's office to receive Minutes from the Board of Governors' meetings. The Board agreed that requests for Board Minutes be referred to the Colleges Secretariat. It was also agreed that the *Communique* be forwarded to Ms. Friesen on a regular basis for her information. The Chair will send a letter to Ms. Friesen advising her of this procedure, and reminding her that all Board of Governors' meetings are open to the public and she is welcome to attend.

13.2 Letter from the Council for a Tobacco-Free Manitoba

A letter has been received from the Council for a Tobacco-Free Manitoba congratulating the College on its new smoking policy, however, expressing concern that "social" smoking continues to be permitted. The President will forward a letter to the Council thanking them for their comments and advising that the current policy will remain in effect.

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13.3 Board of Governors' Committee Structure

The Chair requested that the Board give some consideration to the current committee structure, and whether or not it is effective. It was agreed to defer this to the following Board meeting.

The President suggested that during budget deliberations, the Academic Affairs Committee be invited to the Administrative Affairs Committee to allow all Board members equal opportunity to review the budget material.

14. INFORMATION ITEMS

14.1 Appreciation Dinner - Program Advisory Committee Chairs

It was confirmed that the Appreciation Dinner for the Program Advisory Committee Chairs be held on Monday, April 10, 1995, during *RRCC Week*.

14.2 Election of Employee Representative - Board of Governors

The date for the election of the employee representative to the Board is February 28, 1995. There will be an advance poll on February 23 and 24, and nominations will be required by February 15, 1995.

The meeting adjourned at 7:50 p.m.

John Harrison, Chair

Dr. Tony Knowles, President