



Wednesday, January 29, 1997
RRCC - Prairie Lights Restaurant - 6:30 p.m.

MINUTES
(B:97/01)

In Attendance:

- Governors:** R. Bullock, Chair
H. Middlestead, Vice-Chair
B. Bachalo
D. Falcetta
L. Foster
G. Tsouras
T. Whiteman
- Regrets:** J. Bear
D. Finkleman
P. Gibson
C. Herda
B. Lavallee
- 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 9)
B. Garbutt, Campaign Manager
M.J. Loustel, Internal Auditor
R. Barnes, Director, Facilities (Until Item 9)

Call to Order

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

1. ACCEPTANCE OF AGENDA

The Agenda was accepted as distributed.

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2. CHAIRPERSON'S REMARKS

The Chair asked the President to make an announcement. Dr. Tony Knowles indicated that he would be resigning as President/CEO of Red River Community College to take a position with Investors Group. He thanked the Board for their support over the past years and stated that he had enjoyed his tenure with the College.

On behalf of the Board, the Chair thanked Dr. Knowles for his leadership and contribution to the College.

3. GUESTS

3.1 Presentation of the Continuing Education Department

Guests: Marg Braid, Chair, Continuing Education
Diane Clare, Health and Related Program Officer
John Graeb, Computer Science and Technology Program Officer
Norma Kerr, Community Services Program Officer
Betty McInerney, Business Administration and Trade
Program Officer
Bob Stayner, Marketing Coordinator

The above-noted staff provided an overview of the various and extensive activities of the College's Continuing Education department. The Program Officers outlined the types of courses offered, the student profile, and the varied linkages with the community.

4. ADOPTION OF MINUTES

Moved by T. Whiteman/G. Tsouras that the Minutes of the Meeting of the Board of Governors held on December 18, 1996 be adopted.

Carried

A note of clarification will be added to Motion B:96/11/1, that the Students' Association (SA) feasibility study on the South Gym can commence *on the understanding* that there be no future financial obligations to the College.

Moved by B. Bachalo/D. Falcetta that the Minutes of the Special Meeting of the Board of Governors held on January 8, 1997 be adopted.

Carried

5. BUSINESS ARISING FROM PREVIOUS MINUTES

5.1 Students' Association - Renovations to RRCC South Gym

College management tabled the following recommended action on the SA proposal to renovate the South Gym:

1. As a result of a subsequent meeting with the SA on January 22, 1997 and discussions with the College Management Committee, it was agreed that prior to undertaking the study, College management and the Students' Association should agree to some fundamental operating principles. In other words, develop a common understanding with respect to our operating relationship and the manner in which each party will respond to each other. This will be accomplished through future meetings among College management, the SA and other parties, as required. The SA has requested that Manitoba Government Services (MGS) be involved in initial discussions in order to clarify the government's position regarding lease arrangement/options and potential operating costs.
2. In addition to the above, the SA will be required to make a presentation of the concept for funding approval to the Board of the Student Union Building fund, which is a separately incorporated body which controls the funds being collected now and those over the past years.
3. Upon satisfactory resolution of (1) and (2) it is recommended that Corbett Cibinel Architects be engaged to undertake the feasibility study as outlined. The cost of such a study would be borne equally by the SA and the College and the College's contribution is not to exceed \$9,000.

It was clarified that Corbett Cibinel Architects were chosen for the proposed study because they had conducted the initial technical assessment on the South Gym.

MOTION B:97/01/1: L. Foster/H. Middlestead

THAT the Board of Governors approve recommendations (1) and (2) and that recommendation (3) be brought back to the Board for consideration.

Carried

The Board discussed the timing of this project in light of the Building A renovations. The Board suggested that correspondence be forwarded to the SA from the College with a specific time frame for completion of items (1) and (2).

MOTION B:97/01/2: G. Tsouras/L. Foster

THAT the President instruct the SA to resolve recommendations (1) and (2) by the November 1997 Board meeting in order that extra costs are not incurred for the Building A project.

Carried

5.2 Whiteshell Laboratories Project

The President reported that a letter of intent will be forwarded by all consortia groups interested in the Whiteshell laboratories by February 15, 1997 to Nesbitt Burns, the company overseeing the bidding process. A short list will be created and an announcement on the successful candidates is scheduled later in February. The College continues to develop the business plan as scheduled.

5.3 Enrollment Report

The Board reviewed the enrollment statistics which includes information on the number of applicants unable to be accommodated because a program was full.

An inquiry was made as to whether the enrollment of sequential students has increased since the College hired a Student Recruitment Officer. The President responded that this would be investigated.

This item was referred to the Academic/Planning Committee to investigate the appropriate mechanism and information needed to enable the Board to measure whether the College was satisfying the needs of Manitobans. This includes the average wait time for applicants and the correlation with the College's effectiveness reporting model.

5.4 Apprenticeship Task Force

The Board concurred with the proposed institutional position to be presented to the Apprenticeship Task Force. The Chair and College representatives will make the presentation on February 19 or 20, 1997.

5.5 Tri-College Board Meeting

There has been no response as yet from Keewatin Community College on the proposed Tri-College Board meeting.

5.6 Aboriginal Resource/Student Centre

An update on the status of the Aboriginal Resource/Student Centre was provided to the Board. A discussion took place on the original intent of the centre and the history of its establishment. It was noted that the Centre was a recommendation

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from the 1993 *President's Task Force on Services to Multicultural and Aboriginal Communities* in order to improve retention rates. The Centre will be open to students from all cultural backgrounds to learn about Aboriginal culture, and will serve to assist in integrating Aboriginal students into the College. The Board requested that an evaluation of the Centre be conducted within a year after opening to review its impact on such aspects as retention rates of Aboriginal students.

The Board expressed concern that the Centre is focused only on Aboriginal issues, and that the Centre should be sensitive to the needs of other student groups. The College's International Education department currently serves as a resource centre for international students.

The Board requested to review the College's capital priority list.

5.7 RRCC Downtown Campus

A status report on the activities of the College's downtown campus was provided for information. The move of the Market Driven Training Centre and the Language Training Centre to the Union Station has been an unqualified success.

6. PRESIDENT'S REPORT

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

Mr. Middlestead requested that comparable statistics for International Education from last year be provided, and that the reason for the increase of part time staff from 1995 to 1996 be noted.

7. COLLEGE COUNCIL

The report of the College Council meeting of January 14, 1997 was provided to the Board.

8. COLLEGE DEVELOPMENT COUNCIL

8.1 Fund Raising Campaign - Building A Update

Dr. Garbutt, Campaign Manager, Building A project, advised that a review of the entire structure of the campaign is currently being undertaken. A revised cash flow analysis is projected to be available for the February Board meeting.

8.2 Board Attendance at CDC Meetings

Mr. Bullock will be the Board representative at the February 4, 1997 meeting of the CDC.

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9. ACADEMIC/PLANNING COMMITTEE

MOTION B:97/01/3: T. Whiteman/G. Tsouras

THAT the Board of Governors accept the report of the January 20, 1997 Academic/Planning Committee meeting.

Carried

10. ADMINISTRATIVE AFFAIRS COMMITTEE

MOTION B:97/01/4: G. Tsouras/H. Middlestead

THAT the Board of Governors accept the report of the January 22, 1997 Administrative Affairs Committee meeting.

Carried

10.1 Monthly Financial Report

MOTION B:97/01/5: G. Tsouras/H. Middlestead

THAT the Board of Governors accept the monthly financial report for the six months ended December 31, 1996.

Carried

11. AUDIT COMMITTEE

The management letter from Doane Raymond dated October 17, 1996 and Ms. Rushton's response dated November 5, 1996 were provided to the Board for information.

12. EXECUTIVE COMMITTEE

MOTION B:97/01/6: G. Tsouras/T. Whiteman

THAT the Board of Governors accept the report of the January 20, 1997 Executive Committee meeting.

Carried

13. POLICY ISSUES/CARVER UPDATE

A Special Board meeting was scheduled for February 5, 1997 to review the proposed second level policies (Attachment No. 10).

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14. NEW BUSINESS

14.1 Funding Implications - 1997/98

The College had been requested by the Colleges Secretariat to provide input to the 1997/98 policy planning discussions on the 25% reduction in federal training purchases. A draft response was tabled and the Board concurred with the proposed letter.

14.2 1997/98 Budget - Strategic Direction

The Board requested that during the 1997/98 budget preparation, additional attention be given to the modernization and infrastructure of the College. The facilities are becoming dilapidated and the Board suggested that a long term plan be developed for renovation projects.

The President acknowledged that the College is in need of renovations and modernization, however, commented that an increase in funds in this area means a probable decrease in academic activity.

MOTION B:97/01/7: G. Tsouras/H. Middlestead

THAT the College allocates an additional \$100,000 to the 1997/98 renovations budget with the intention of increasing this amount in future years.

Carried

Additional items that the Board suggested management consider during the budget process include activity during the summer months, staff parking fees, and the continued exploration of commercial development on College property.

The updated Business Plan will be tabled at the February 26, 1997 Board meeting in order for the Board to provide additional strategic direction. A Special Board meeting will be scheduled in April 1997 to review the final budget proposal.

15. INFORMATION ITEMS

15.1 Training in Ontario

The Board was provided with an update on the exploration of training opportunities in Ontario. It has been determined that it is not feasible at this time.

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16. CORRESPONDENCE

The following correspondence was reviewed by the Board:

Sent by the Board:

- 16.1 Hon. Linda McIntosh, Membership Terms - *January 9/97*
- 16.2 Hon. Linda McIntosh, Academic Annual Report - *January 9/97*
- 16.3 Donald Knight, Tri-College Board Meeting - *January 9/97*
- 16.4 Mr. & Mrs. J. Moorhouse, Farmers of the Year - *January 9/97*
- 16.5 Advisory Committee Chairs, November 22/96 Session - *January 9/97*
- 16.6 Hon. Linda McIntosh, Resignation of Member - *January 10/97*

Received by the Board:

- 16.4 Mr. & Mrs. J. Moorhouse - *January 18/97*

The Chair reported that he has received a verbal response from the Minister on item 16.1. Mrs. McIntosh is agreeable to appointing the new Board members effective July 1, 1997 except for the replacement for Patricia Gibson's term.

17. NEXT BOARD OF GOVERNORS' MEETING - FEBRUARY 26, 1997

18. OTHER BUSINESS - NIL.

The meeting adjourned at 10:10 p.m.

Ralph Bullock, Chair

Dr. Tony Knowles, President