

**RED RIVER COMMUNITY COLLEGE
BOARD OF GOVERNORS**

MINUTES

B:93/04

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

June 23, 1993

In Attendance:

Governors: H. Middlestead, Chair (due to the absence of J. Harrison)
J. Bear
G. Fardoe
L. Foster
B. Moorhouse
G. Tsouras (From 8:00)
T. Whiteman

Regrets: J. Harrison
R. Bullock
N. Dyck
D. Finkleman

Absent: B. Lavallee

President: T. Knowles

Secretary: J. Tribula

Guest: K. Webb, Vice-President Academic
R. Dykes, Director, Financial Services
K. Morgan, Manager, Public Relations & Communications

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 T. Whiteman/J. Bear that the agenda be accepted as distributed.

Carried

Minutes - Board of Governors

Page 2

B:93/04

2. ADOPTION OF MINUTES

J. Bear inquired whether the staff affected by the recent reductions or cancellation of various programs had been placed elsewhere within the College. The President advised that senior management is currently attempting to raise funding through the Federal Government purchasing process and would know within two months whether the programs could be reinstated.

Moved by B. Moorhouse/L. Foster that the Minutes of the 3rd Regular Meeting of the Board of Governors held May 26, 1993 (B:93/03) be adopted.

Carried

3. BUSINESS ARISING FROM MINUTES

3.1 Board of Governors Workshop

The President summarized the Workshop Objectives as prepared by Donald Benham and Dale Watts, the staff members who have been recruited to facilitate the program. It was agreed that Ken Webb, Vice-President Academic, Rick Dykes, Director, Financial Services, and Normen Konowalchuk, Executive Director, Administrative Services, be asked to attend the planning session on August 18, 1993 and the workshop on August 20 and 21, 1993.

The summary on *Framework for Economic Growth, Policy Directions for Manitoba*, published by the Provincial Government, was distributed to the Board and the President advised that this could be used as a reference for forming College policies.

4. AGENDA

4.1 Chairperson's Remarks

H. Middlestead advised that J. Harrison would be late for the meeting.

4.2 President's Report

The President highlighted various items of his report which had been distributed to the Board.

J. Bear asked whether there were any aboriginal staff members present at the workshop, "Creating a Framework for Institutional and Cultural Diversity" and he was advised that there were. The President also noted that the final report of the President's Task Force on Human Resource Development would be available to the Board in September.

J. Bear also asked if aboriginal students were experiencing difficulty during the registration process. K. Webb advised that he was currently not aware of any problems and noted that ACCESS had full

Minutes - Board of Governors

Page 3

B:93/04

time counsellors who assisted in this process, he agreed however to look into the matter and report back to J. Bear.

The President also advised the Board that the Chemical Laboratory Technology and Civil Technology programs had just been awarded a co-op education grant for \$200,000.

4.3 Presentation of the Advisory Committee on Women's Program

Ms. Dana Beljanic, Ms. Sharon Philp and Ms. Win Torchia of the Advisory Committee on Women's Programs, were in attendance to express their concerns over the recent cancellation of the women's department and courses at the College. Ms. Beljanic summarized that future trends are towards the sciences, engineering and technology and that traditionally women do not venture into these fields. It is the Committee's view that in order to assist women in making informed career choices for today's labour force, programs such as the ones which were offered at the College are essential to bridge the gap.

She ended her report by urging that these programs continue at least until alternatives could be established, or at the very minimum, a President's Advisory Committee be constituted to address the issue.

The President responded by clarifying that the decision to cancel the programs was not a reflection of their quality but that the Federal Government had decreased the College's grant by \$2.2 million. He reported that attempts are being made to find alternate funding sources through individual Canada Employment Centres and is optimistic this may be accomplished. The Chair thanked the Advisory Committee members for their presentation and they then left the meeting.

4.4 Academic Affairs Committee

4.4.1 T. Whiteman summarized the Minutes of the June 2, 1993 meeting of the Academic Affairs Committee.

H. Middlestead inquired about the request to have a designated staff room in the Nursing Department. The President advised that Nursing Instructors perform verbal student evaluations for the clinical portion of the program and that complaints had been received that these were not being conducted privately.

The President updated the Board that the ten day unpaid leave of absence will commence July 2, 1993 and that the first reduced cheque for staff would be distributed on June 25, 1993. He also mentioned that College Management had one meeting with the Union and that the 30 day negotiation period expired Friday, June 25, 1993.

4.4.1.1 T. Whiteman briefed the Board on Honourary Diplomas at the College and noted that the following motion was brought forth from the Academic Affairs Committee:

Minutes - Board of Governors

Page 4

B:93/04

MOTION: T. Whiteman/J. Bear

THAT the Board of Governors give approval to the College Management Committee to proceed with the formation of a committee to set up eligibility criteria for awarding an Honourary Diploma to an individual who has made an exemplary contribution in post secondary education that supports the mission of Red River Community College.

Carried

4.4.2 Administrative Affairs Committee

H. Middlestead reported on the meeting of June 9, 1993. Some Board members expressed their concern over the apparent inability of the College to build a surplus. The President reiterated that the Provincial Government did not encourage this practice and would likely adjust the grant in accordance with the College's overall budget on a yearly basis. L. Foster suggested that a policy be investigated where surplus monies could be allocated for long range plans. The President would take this suggestion into consideration during the budget process. It was also noted that it would be critical to know the government's funding formula before any decisions could be made in this regard.

Concern was also raised by the Board that the College had not yet been directly involved in the discussions regarding the funding formula with the Provincial Government.

4.4.2.1 Computer Information Technology Policies and Procedures

R. Dykes commented that some additional items were to be added to the proposed policies on computer information technology which had been distributed to the Board. The following motion was made:

MOTION: G. Fardoe/G. Tsouras

THAT, the Board of Governors of Red River Community College recommend that the College establish policies and procedures with respect to computer information technology resources and assets.

Carried

4.4.2.2 Insurance Coverage for RRCC

R. Dykes summarized the existing insurance policies for the College which are currently through the Province of Manitoba on a pro rata basis. He advised that the Administrative Services Department will be investigating alternate options in the fall to maximize overall cost benefit.

Minutes - Board of Governors

Page 5

B:93/04

4.4.2.3 Update on Revenue Generating Proposals

The President outlined some of the ideas and proposals as contained in this report including the renovations to the Bookstore. The Board was very positive about the initiatives and authorized the implementation of a proposal for the Upholstery Program.

4.4.2.4 Monthly Financial Report for May, 1993

R. Dykes presented the financial report for the month ending May 31, 1993. The President requested that if the funding formula exceeds the \$1.2 million cutback that has been identified through the 3.8% pay reduction, he would like the authorization to apply to the government for additional funding as opposed to finding it internally. The Board was in concurrence with this suggestion.

MOTION: G. Tsouras/G. Fardoe

THAT the Board of Governors approve the financial statement presented for the month of May 1993.

Carried

4.4.3 Executive Committee

H. Middlestead reported on the May 25, 1993 meeting of the Executive Committee which had previously been summarized.

4.5 New Business

4.5.1 Conduct of College Business During Summer Months

The President advised that a motion was needed to allow the normal business of the College to be conducted by telephone during the summer months when the Board would not be meeting.

MOTION: L. Foster/G. Fardoe

THAT the Board of Governors allow the normal business of Red River Community College to be conducted by telephone through at least two members of the Executive Committee during the months of July and August with a full report to be available at the September 22, 1993 Board meeting.

Carried

Minutes - Board of Governors

Page 6

B:93/04

4.6 Information Items

4.6.1 Graduation Ceremony

T. Whiteman, on behalf of the Board members who had attended the June 22, 1993 Graduation Ceremonies, commended those involved with planning the event and felt the Board should acknowledge the organizers by letter. It was moved by T. Whiteman/B. Moorhouse that the Board of Governors send congratulations to the organization committee. **Carried.**

4.6.2 Annual Staff Christmas Party

The President informed the Board that the College's Annual Staff Christmas Party would be held on Saturday, November 27, 1993 and that the particulars would be conveyed to them in the future.

5. NEXT MEETING

Wednesday, September 22, 1993 - dinner will be served at 5:45 p.m. in the 7th Floor Boardroom, Building C. The meeting will commence at 7:00 p.m.

6. ADJOURNMENT

The meeting was adjourned at 8:50 p.m.

Herb Middlestead, Chair

Dr. Tony Knowles, President