

**RED RIVER COMMUNITY COLLEGE
MINUTES OF THE 3RD MEETING OF THE BOARD OF GOVERNORS**

B:93/03

2055 Notre Dame Avenue, Winnipeg, Manitoba

7th Floor Boardroom, Building C

7:00 p.m.

May 26, 1993

In Attendance:

Governors: H. Middlestead, Chair (due to absence of J. Harrison)
J. Bear
R. Bullock
G. Fardoe
D. Finkleman (by telephone)
L. Foster
B. Lavallee
B. Moorhouse
G. Tsouras
T. Whiteman

Regrets: J. Harrison
N. Dyck

President: T. Knowles

Secretary: D. Pokrant (recorder)
J. Tribula (observer)

Guests: 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 G. Tsouras/T. Whiteman that the agenda be accepted as distributed.

Carried

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2. ADOPTION OF MINUTES

Moved by L. Foster/B. Moorhouse that the Minutes of the 2nd Regular Meeting of the Board of Governors held April 27, 1993 (B:93/02) be adopted.

Carried

3. BUSINESS ARISING FROM MINUTES

3.1 Dean of Aboriginal Education and Institutional Diversity

The President advised that interviews for the above position have been scheduled for June 10, 1993.

3.2 Adult Basic Education Students

In response to a question raised at the last meeting, the President indicated that the total number of ABE students who will be affected by the recent announcement of program reductions/cancellations is 359.

3.3 Total Quality Management

The President reported that a student would be formally invited to join the TQM Implementation Team.

4. AGENDA

4.1 Chairperson's Remarks

The Chair introduced Ms. Jennifer Tribula who was the successful candidate for the position of Secretary to the Board of Governors.

4.2 President's Report

The President highlighted various sections of the report, which was appended to the agenda.

D. Finkleman raised notice of a question with respect to a section of the report which stated that the Public Relations and Communications Department had received a total of 214 work orders for the year and that it would be necessary to

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prioritize based on strategic considerations. She asked why a staff member would have recently been laid off in this area when there was such a heavy work load. The President took notice of the question.

H. Middlestead commented on the excellence of the Entrepreneurship reception he attended at the College on May 13. The President said that more detail on this event would be provided in the next President's Report.

R. Bullock asked about the reference to training negotiated with UNISYS and was advised by the Vice-President Academic that this did not include the aerospace group.

4.3 Board Committee Reports

4.3.1 Academic Affairs Committee

T. Whiteman, Chair of the Academic Affairs Committee, provided a report on the May 5, 1993 meeting.

4.3.1.1 Secretary Certificate and Business Skills Integrated Programs

T. Whiteman complimented the Business Education Instructors for a well-researched presentation on May 5, 1993, in which they requested consideration of the re-instatement of the Secretary Certificate and Business Skills Integrated programs for the 1993 college year. These are two of several programs that were affected by the recent budget reduction. The following motion was brought forth from the Academic Affairs Committee:

MOTION: T. Whiteman/L. Foster

THAT, at the present time, the College cannot re-instate the Secretary Certificate and Business Skills Integrated programs due to lack of funds; whereas the College management will attempt to negotiate the re-instatement of these programs through alternate funding sources.

The following amendment to this motion was moved by D. Finkleman/
R. Bullock.

WHEREAS, at the present time, the College cannot re-instate the Secretary Certificate and Business Skills Integrated programs due to lack of funds; therefore;

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BE IT RESOLVED THAT the College management will attempt to negotiate the re-instatement of these programs through alternate funding sources.

Motion carried as amended.

Amendment Carried

T. Whiteman also reported on a very informative presentation on the Civil Engineering Technology Program Review.

4.3.2 Administrative Affairs Committee

R. Bullock, Chair of the Administrative Affairs Committee, reported on the meeting held May 12, 1993.

4.3.2.1 Traffic and Parking Regulations

R. Bullock indicated that the fees proposed in the schedules to the regulations are consistent with the provincial guidelines; however, in the future, the Board may wish to revisit the overall policies with respect to other economies that may be gained.

MOTION: R. Bullock/G. Fardoe

BE IT RESOLVED THAT pursuant to Section 1 and 2 of By-law No. 3/93, the Board of Governors of Red River Community College approve the Traffic and Parking regulations, excluding Schedule A and B, to come into effect July 1, 1993, and remain in effect until changed by resolution of the Board.

Carried

MOTION: R. Bullock/G. Tsouras

BE IT RESOLVED THAT pursuant to Section 1 and 2 of By-law No. 3/93, the Board of Governors of Red River Community College approve the parking fees and fines as provided for in Schedule A and B of the Traffic and Parking Regulations respectively, to come into effect July 1, 1993 and remain in effect until changed by resolution of the Board.

Carried

4.3.2.2 **Banking Arrangements for Existing Accounts**

R. Dykes explained that the College currently operates three bank accounts which are used primarily to make tuition refunds, to control trust and scholarship funds, and to disburse Canadian Job Strategy living allowances, and that these are currently in the name of the Province of Manitoba. With the cheque stock now diminished, it was recommended that a new banking resolution be approved to permit the College to conducted limited banking operations in its own name.

MOTION: R. Bullock/B. Lavallee

BE IT RESOLVED THAT the College close the existing 3 bank accounts currently in the name of the Province of Manitoba, and re-open 3 new accounts in the name of the College.

Carried

L. Foster asked why a co-signature by the Board was not required for these accounts, and R. Dykes explained that these accounts are for day-to-day activities as noted above, and do not involve large sums of money.

4.3.2.3 **Monthly Financial Report for the Month of April 1993**

A revised balance sheet as at April 30, 1993 was distributed by R. Dykes who responded to a number of questions related to specific detail. He noted that the information to date indicated that the College would end the fiscal year with a balanced budget.

MOTION: R. Bullock/G. Fardoe

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

Carried

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4.3.3 Executive Committee

H. Middlestead reported on the May 25, 1993 meeting of the Executive Committee which included discussion regarding a proposal for a Board retreat, as well as the President's contract.

4.4 New Business

4.4.1 Presentation on Academic Programs - Part II

K. Webb continued his presentation from the previous meeting, outlining the newly structured functions of the Library and Program Services area. He discussed the trends in education with reference to declining enrolments, decreased funding for post-secondary education, changing demographics, articulation with high schools, and proposed ways to manage the significant technological and societal changes that are occurring.

D. Finkleman asked what improvements are anticipated by including the Co-operative Education and Program Review areas with Library Services, which previously reported directly to the Vice-President Academic. She said her view was that the importance of the program review areas could be diluted by this structure. K. Webb responded that he felt this new structure would streamline the process and that the importance would not be diluted but enhanced. If this proved not to be the case, the organizational structure would be reviewed.

5. Next Meeting

Wednesday, June 23, 1993 - dinner will be served at 5:45 p.m. in the 7th Floor Boardroom, Building C. The meeting will commence at 7 p.m.

6. Adjournment

The meeting was adjourned at 8:55 p.m.

Herb Middlestead, Chair

Dr. Tony Knowles, President