

Regular Board Meeting

**Wednesday, November 25, 2009
C709 – RRC Notre Dame Campus
Winnipeg, Manitoba**

MINUTES B 09/09

IN ATTENDANCE

- Governors:** Sheryl Feller, Chair
Richard Lennon, Vice-Chair
Elvira Finnigan
Edward Kennedy
Ron Koslowsky
Wanda McGorum
Bruce North
Don Robertson
Maureen Prendiville
Stephen Pratt
Nancy Wheatley
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

1. CALL TO ORDER

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

2. APPROVAL OF AGENDA

That the Regular Meeting Agenda of November 25, 2009 be approved. – CARRIED

3. APPROVAL OF MINUTES – OCTOBER 28, 2009

MOTION B 09/09/01

That the Minutes of the October 28, 2009 Board of Governors Meeting be approved. – CARRIED

4. COLLEGE PRESIDENT’S REPORT – NOVEMBER 2009

MOTION B 09/09/02

**That the College President’s Report of November 25, 2009 be received.
– CARRIED**

5. STUDENTS’ ASSOCIATION PRESIDENT’S REPORT – NOVEMBER 2009

MOTION B 09/09/03

That the Students’ Association President’s Report of November 25, 2009 be received. – CARRIED

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

Employee Board member N. Wheatley advised the Board that at a recent meeting College Council received a presentation from the Director of Information Technology Solutions. She also mentioned that the College Council Princess Street Campus subcommittee will be holding a session on November 26 for staff from both PSC and the Main Street Campus to ask questions and voice concerns.

MOTION B 09/09/04

**That the Employee Member’s Report of November 25, 2009 be received.
– CARRIED**

7. COMMITTEE REPORTS

7.1 Administrative Affairs Committee

7.1.1 Minutes of October 28, 2009

MOTION B 09/09/05

That the Administrative Affairs Committee Minutes of October 28, 2009 be received. – CARRIED

7.1 Administrative Affairs Committee (continued)

7.1.2 Report of November 25, 2009

Administrative Affairs Committee Chair C. Woods reported that the Committee reviewed the financial results for the period and received a presentation from the Vice-President, Finance and Administration regarding her division's activities.

C. Woods indicated that the Committee recommends that presentations be scheduled for the entire Board regarding two departments within the Finance and Administration portfolio – Facilities and Campus Services and Information Technology Solutions.

7.1.3 Financial Results Ending October 31, 2009

MOTION B 09/09/06

**That the Financial Results for the Period Ending October 31, 2009
be received. – CARRIED**

7.2 Planning Committee

7.2.1 Minutes of October 28, 2009

MOTION B 09/09/07

**That the Planning Committee Minutes of October 28, 2009 be received.
– CARRIED**

7.2.2 Report of November 25, 2009

Planning Committee Chair D. Robertson reported that the Committee adopted a recommendation to the Board regarding the Board Policy Monitoring Schedule and received a presentation from the Vice-President, Student Services and Planning regarding the activities within his division.

7.2.3 Board Policy Monitoring Schedule

D. Robertson advised the Board that the current Board policy monitoring procedure requires a report to be submitted each year for every policy. Since this procedure has been in place for three years, the Planning Committee decided to review the practice.

The Planning Committee determined that the policy monitoring schedule should be adjusted to operate on a three-year cycle instead of annually, and the policy review process should be consolidated with the monitoring process.

7.2.3 Board Policy Monitoring Schedule (continued)

MOTION B 09/09/08

That the Monitoring Schedule for Ends and Executive Limitations (Appendix A – Board Policy Manual) be amended to operate on a three year cycle. – CARRIED

8. FOR INFORMATION

8.1 RRC Holiday Reception for Staff, Wednesday, December 16, 2009

8.2 *Winnipeg Sun* – Editorial by J. Zabudsky, November 16, 2009
– *Colleges are the “on ramp” for education*

8.3 Article from *The Canadian Association*, January 2003
– *Should Movers and Seconders be Recorded in Minutes?*

K. Gudmandson recommended that the names of movers and seconders no longer be stated in meeting minutes of the Board. She indicated that this board practice is becoming increasingly common across North America. Board members concurred and starting immediately, the names of movers and seconders will not be included in Board and committee meeting minutes.

8.4 *Focus - Academic Monthly Report* – October 2009

8.5 *Board Leadership Newsletter*, No. 105, Sep - Oct 2009

9. COMMITTEE OF THE WHOLE

The Board agreed to sit in Committee of the Whole *in camera* at 7:00 p.m. with the President and the Executive Assistant to the Board.

9.1 Personnel Matter

The Committee rose at 7:44 p.m. The Chair reported that the Committee discussed a personnel matter with the President and direction was provided.

The meeting adjourned at 7:45 p.m.

Original signed by

Sheryl Feller
Chair

Original signed by

Kathi Gudmandson
Secretary