

Wednesday, November 25, 1998

C709 Boardroom - RRC

7:00 p.m.

MINUTES

(B:98/10)

In Attendance:

Governors: R. Bullock, Chair
L. McGinnis, Vice-Chair
B. Bachalo
D. Falcetta
M. Mayer
D. Plett (Until 8:20)
V. Snyder
T. Whiteman
A. Wiebe

Regrets: C. Bird
L. Bohnhardt
E. Martens

President: J. Thachuk, Chief Executive Officer

Treasurer: C. Rushton, Chief Financial Officer

Secretary: J. Tribula, Executive Assistant to the Board

Guests: K. Webb, Vice-President Academic
N. Konowalchuk, Vice-President, Administrative Affairs
B. Jones, Director, Marketing and Public Relations
M.J. Loustel, Internal Auditor
D. Thorlakson, Chair, College Council (Until Item 9)

Call to Order

With attendance constituting a quorum, the Chair called the meeting to order at 7:00 p.m.

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1. GUESTS

1.1 Teaching/Learning Technology Centre

*Guest: Ken Webb, Vice-President Academic
Patricia Bozyk, Director, Library and Program Services*

Mr. Webb and Ms. Bozyk provided a summary of the College's Teaching/Learning Technology Centre and Roundtable and reviewed the institutional plan for integrating educational technology into teaching and learning at the College.

2. CHAIR'S REMARKS

The Chair advised that he will be meeting with the Minister of Education and Training on December 3, 1998 and will provide her with an update on the preliminary major issues identified as part of the five-year review process.

Mr. McGinnis provided an update on the Special Board Meeting to begin consideration of the five-year review. He indicated that one additional meeting, and possibly a third meeting to review the final report, will be held. Major issues identified thus far include Board autonomy, Board member selection, Adult Basic Education and prep programming, and amendments to *The Colleges Act*.

3. ACCEPTANCE OF AGENDA

The Agenda was accepted as distributed.

4. NEW BUSINESS

4.1 1997/98 Annual Report

The Board reviewed the draft 1997/98 Annual Report and suggested amendments were made to the second paragraph of the *Year in Review* section. The Board also requested that the impact of the donation of the artwork on the net income (loss) for the year be clarified on the *Summarized Statement of Financial Position as at June 30*.

MOTION B:98/10/1: D. Plett/L. McGinnis

THAT the Board of Governors approve the 1997/98 Annual Report as amended.

Carried

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4.2 The Winnipeg Millennium Council

The College will be submitting the following two projects for consideration by the Winnipeg Millennium Council:

- Landscaping and Beautification of the Red River College Campus; and
- Establishment of Scholarships.

The Board concurred with the submission of the above, subject to the projects not conflicting with the current VIP Capital Campaign.

5. ADOPTION OF MINUTES

Moved by T. Whiteman/V. Snyder that the Minutes of the October 28, 1998 Board of Governors meeting be adopted.

Carried

6. BUSINESS ARISING FROM PREVIOUS MINUTES

6.1 College Five-Year Review

Mr. McGinnis provided an update of November 23 Special meeting.

6.2 Board Objectives

The Board reviewed the action sheet of the 1998/99 Board Objectives.

7. PRESIDENT'S REPORT

The President tabled her report for the period October 21 to November 17, 1998.

8. COLLEGE COUNCIL

Guest: Dave Thorlakson, Chair, College Council

Mr. Thorlakson provided an update from the Council's visioning session held earlier in the day. The major theme of the session was the role and mandate of the Council and it was suggested that the Council be two-fold. As it is an advisory body with cross-college representation, policy issues will continue to be referred to the Board, and operational issues will be referred to management. An appropriate proposed reporting structure to management will be developed and considered by the Council and the President.

An item identified as part of the five-year review was referred to the Council from the Board. The Council was requested to consider the appropriate number of student representatives on the Board of Governors and report back to the Board.

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9. VIP CAMPAIGN CABINET

9.1 Update on the Capital Campaign

An update of the capital campaign and a cash flow was provided to the Board and Ms. Rushton distributed another cash flow that included expenditures. A strategy session on the campaign will be held on December 7, 1998 to discuss future staffing requirements and the progress of the campaign.

10. ACADEMIC/PLANNING COMMITTEE

Mrs. Wiebe provided the report from the November 25, 1998 Academic/Planning Committee meeting.

A meeting between the Board and Advisory Committee Chairs will be scheduled.

10.1 Academic Monthly Report

Focus, the Academic report for the month of October was tabled for information.

11. ADMINISTRATIVE AFFAIRS COMMITTEE

Mr. Falcetta provided a report of the November 25, 1998 Administrative Affairs Committee meeting.

Ms. Rushton reported that she had met with a representative from the Department of Finance who advised that the College can select its own external auditors. The Board Audit Committee will consider this item and assist in establishing the criteria for the selection process. It is the target that an auditor be selected by the end of March 1999.

11.1 Monthly Financial Report

MOTION B:98/10/2: D. Falcetta/L. McGinnis

THAT the Board of Governors accept the monthly financial report for the four months ended October 31, 1998.

Carried

The Administrative Affairs Committee discussed the frequency that the Board should receive the detailed financial information. It was suggested that a memorandum be provided to the Board in accordance with the requirements of the Board policy on *Finance* on a monthly basis, and select detailed financial statements would be reviewed by the Board on an annual basis. The Administrative Affairs Committee would continue to review the detailed financial statements on a monthly basis and alert the Board if there are any significant issues.

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MOTION B:98/10/3: D. Falcetta/L. McGinnis

THAT the Board of Governors receive a memorandum from the Chief Financial Officer on a monthly basis (from September to June) on the College's current financial position in accordance with the requirements of Policy 2.3, *Finance*; and that the Board receive the detailed financial statements that outlines the six month revised "now expected," (normally presented at the March Board meeting) the statements for the month ended May 31, and the year ended June 30.

AND THAT the Administrative Affairs Committee continue to receive the detailed monthly statements and to apprise the Board of any significant financial issues.

Carried

12. EXECUTIVE COMMITTEE

MOTION B:98/10/4: A. Wiebe/L. McGinnis

THAT the Board of Governors accept the November 17, 1998 Executive Committee report.

Carried

12.1 Tour and Joint Meeting with COPSE

A joint meeting with the Council of Post-Secondary Education and the Board has tentatively been set for December 17, 1998. Board members will be notified once this is confirmed.

13. CORRESPONDENCE

The Board reviewed the following correspondence:

Sent by Board: - Nil

Received by Board:

13.1 COPSE re: Approval for Asset Acquisition – *October 22, 1998*

14. INFORMATION ITEMS – NIL.

**15. NEXT BOARD OF GOVERNORS' MEETINGS
- DECEMBER 16, 1998 AND DECEMBER 17, 1998**

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16. OTHER BUSINESS

16.1 Board Dinner

The Board Christmas Dinner will be held after the Board meeting on December 16, 1998. The Committee meetings will be cancelled for December.

16.2 Staff Christmas Party

Board members were invited to the College staff Christmas Party scheduled for December 5, 1998.

17. COMMITTEE OF THE WHOLE

The Board held a meeting of the Committee of the Whole.

The meeting adjourned at 9:10 p.m.

Ralph Bullock, Chair

Jennifer Tribula, Secretary