

Regular Board Meeting

**Wednesday, October 27, 2010
C709 – RRC Notre Dame Campus
Winnipeg, Manitoba**

**MINUTES
B 10/09**

IN ATTENDANCE

Governors:	Sheryl Feller, Chair Richard Lennon, Vice-Chair Elvira Finnigan Danielle Funk Ron Koslowsky Bruce North Don Robertson Maureen Prendiville Nancy Wheatley	Regrets:	Wanda McGorum Cathy Woods
CEO:	Stephanie Forsyth, President		
Secretary:	Kathi Gudmandson, Executive Assistant to the Board		
Treasurer:	Catherine Rushton, Vice-President, Finance and Administration, CFO		
Administration:	David Leis, Vice-President, Business Development David Rew, Vice-President, Student Services and Planning Robert Olson, Associate Vice-President, Facilities and Campus Services Beverley Beitz, Controller		
Guests:	Austin Abas, Audit Partner, KPMG (6:30 – 7:00 p.m.) Shannon Magnusson, Senior Manager, Audit, KPMG (6:30 – 7:00 p.m.)		

1. CALL TO ORDER

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

The Chair welcomed President Stephanie Forsyth to her first Regular Board of Governors meeting since assuming the presidency on September 27, 2010.

2. APPROVAL OF AGENDA

That the Regular Meeting Agenda of October 27, 2010 be approved. – CARRIED

3. AUDIT COMMITTEE REPORT – OCTOBER 27, 2010

Audit Committee Chair R. Lennon presented Audit Committee Report AU 10/01 dated October 27, 2010 and introduced KPMG representatives Austin Abas and Shannon Magnusson who attended to present KPMG's 2009/10 audit findings to the Board.

3.1 Schedule of Compensation of Red River College for the Year Ended June 30, 2010

MOTION B 10/09/01

That the Draft Schedule of Compensation of Red River College for the Year Ended June 30, 2010 be approved. – CARRIED

3.2 Financial Statements of Red River College for the Year Ended June 30, 2010

MOTION B 10/09/02

That the Draft Financial Statements of Red River College for the Year Ended June 30, 2010 be approved. – CARRIED

3.3 Annual Financial Report – 2009-10

Controller B. Beitz presented the *Red River College Annual Financial Report with Supplementary Schedules for the Year Ended June 30, 2010 – Unaudited*.

MOTION B 10/09/03

That the Annual Financial Report 2009-10 be approved. – CARRIED

Vice-President, Finance and Administration C. Rushton extended her thanks to the KPMG representatives for their cooperation in conducting the College's external audit. She also acknowledged Controller's Office staff Alison Ivey, G/L Manager and Andrew Stahlke, Financial Analyst for their efforts in facilitating the audit.

4. APPROVAL OF MINUTES – SEPTEMBER 22, 2010

MOTION B 10/09/04

That the Minutes of the September 22, 2010 Board of Governors Meeting be approved. – CARRIED

5. COLLEGE PRESIDENT'S REPORT – OCTOBER 2010

MOTION B 10/09/05

**That the College President's Report of October 27, 2010 be received.
– CARRIED**

6. STUDENTS' ASSOCIATION PRESIDENT'S REPORT – OCTOBER 2010

MOTION B 10/09/06

That the Students' Association President's Report of October 27, 2010 be received. – CARRIED

7. COLLEGE COUNCIL – EMPLOYEE BOARD MEMBER'S REPORT – OCTOBER 2010

Employee Board member N. Wheatley informed the Board that President Forsyth attended the recent College Council meeting to introduce herself to the members. A presentation was received regarding Faculty and Staff Development and members will be providing feedback on a support framework. The Council also confirmed revisions to its terms of reference. The next meeting will focus on the College's strategic planning.

MOTION B 10/09/07

That the Employee Board Member's Report of October 27, 2010 be received. – CARRIED

8. COMMITTEE REPORTS

8.1 Executive Committee – Minutes of October 19, 2010

MOTION B 10/09/08

That the Executive Committee Minutes of October 19, 2010 be received. – CARRIED

8.2 Administrative Affairs Committee – Report of October 27, 2010

Acting Committee Chair M. Prendiville reported that the Administrative Affairs Committee was briefed on an upcoming reception at the Paterson GlobalFoods Institute for donors and prospective donors to showcase the building that is undergoing renovations. The Committee also discussed conducting a board policy review.

8.2.1 Board Policy Review

M. Prendiville informed the Board that the Administrative Affairs Committee considered the Executive Committee's request that a board policy review begin this year and agreed to recommend a process for conducting the review.

MOTION B 10/09/09

That a review of the board's policy governance policies be undertaken beginning this year as follows:

8.2.1 Board Policy Review (continued)

- a) *That the policies be amended to use enabling language.*
- b) *That the policies be reviewed by the appropriate Board committee, as outlined in the distributed list.*
- c) *That a draft timeline for the review be presented at the next Board meeting.*

– CARRIED

8.3 Planning Committee – Report of October 27, 2010

Committee Chair D. Robertson reported that the Planning Committee considered the Executive Committee's request that a board policy review begin this year. It was agreed that the policies be distributed amongst the three board committees for review instead of establishing a separate review committee. The Committee also considered amending the process for developing the College's strategic plan and agreed to recommend changes to the consultation process and timing.

8.3.1 Strategic Planning Process

In followup to the October 1 Board Session, the Planning Committee received a presentation from Vice-President, Student Services and Planning D. Rew regarding the evolution of the College's strategic plan. D. Rew also presented options for revising the planning process.

Committee members agreed that the 2011 plan be developed with the same strategically focused format as the current plan and that the consultation phase be expanded.

MOTION B 10/09/10

That the administration be directed to prepare the 2011 Strategic Plan based on the recommendations presented to the Planning Committee on October 27, 2010. – CARRIED

9. NEW BUSINESS

9.1 Financial Results Ending September 30, 2010

MOTION B 10/09/11

That the Financial Results for the Period Ending September 30, 2010 be received. – CARRIED

9.2 Enrolment Report at September 17, 2010

Vice-President, Student Services and Research D. Rew presented the College's Enrolment Report at September 17, 2010 which is the date that RRC submits its enrolment information to COPSE. The data shows a 4.8% increase in full-time enrolment over the previous year. This significant increase is related to RRC's two new degree programs, with 28 students enrolled in Construction Management and 267 students in the Nursing programs.

A discussion was held regarding the process of discontinuing low enrolment programs.

MOTION B 10/09/12

That the Enrolment Report at September 17, 2010 be received. – CARRIED

10. FOR INFORMATION

- 10.1 Meeting Summary – Annual Board Planning Session, October 1, 2010
- 10.2 News item, *Winnipeg Free Press*, October 18, 2010
– *New RRC head puts focus on people, environment*
- 10.3 Editorial by S. Forsyth, *Terrace Standard*, October 19, 2010
– *Ten year journey has improved NWCC*
- 10.4 *Focus - Academic Monthly Report - September 2010*
- 10.5 *Board Leadership Newsletter*, No. 110, Jul - Aug 2010
- 10.6 Invitation – School of Continuing and Distance Education Instructor Appreciation Reception, December 9, 2010
- 10.7 Invitation to Alumni Dinner 2010 – November 19, 2010

11. COMMITTEE OF THE WHOLE

The Board agreed to sit in Committee of the Whole *in camera* at 7:30 p.m. with the Administration present.

The Committee rose at 8:09 p.m. The Board Chair reported that the Committee discussed a building naming opportunity and received a report on the regional campuses.

The meeting adjourned at 8:10 p.m.

Original signed by

**Sheryl Feller
Chair**

Original signed by

**Kathi Gudmandson
Secretary**