

Regular Board Meeting

**Wednesday, September 22, 2004
C709 – Notre Dame Campus
Winnipeg, Manitoba**

**MINUTES
B 04/07**

IN ATTENDANCE

Governors:	William Regehr, Chair Ann Robins, Vice-Chair Gail Bagnall Ron Bailey Richard Borlase Ryan Mariani Al Morin Walter Petik Iona Starr Leslie Walsh Beverley Watson	Regrets:	John Jack
CEO:	Jeff Zabudsky, President		
Secretary:	Kathi Gudmandson, Executive Assistant to the Board		
Treasurer:	Cathy Rushton, Chief Financial Officer		
Administration:	Ken Webb, VP - Academic Norm Konowalchuk, VP - Administrative Affairs Marg Braid, VP – Partnership Development Jim Goho, Director of Research & Planning		

1. CALL TO ORDER

With attendance constituting a quorum, the Chair called the meeting to order at 6:50 p.m.

2. INTRODUCTIONS

2.1 New Board Member – Ryan Mariani

On behalf of the Board, the Chair welcomed Ryan Mariani to his first meeting as a member of the Board of Governors. R. Mariani was elected President of the Students' Association for the 2004/05 term.

2.2 New College President – Jeff Zabudsky

On behalf of the Board, the Chair welcomed Jeff Zabudsky to his first Board of Governors meeting since assuming the college presidency on August 30, 2004.

3. APPROVAL OF AGENDA

Administrative Affairs Committee Chair R. Bailey requested that *2005/06 Preliminary Budget Submission to COPSE* be added to the meeting agenda.

Moved by R. Bailey/A. Morin that the Regular Meeting Agenda of September 22, 2004 be approved as amended. – CARRIED

4. APPROVAL OF MINUTES – JUNE 16, 2004

MOTION B 04/07/01 – R. Borlase/R. Bailey

That the Minutes of the June 16, 2004 Board of Governors meeting be approved. – CARRIED

5. COLLEGE PRESIDENT'S REPORT – SEPTEMBER 2004

The President thanked the members of the Board for his very pleasant introduction to Red River College. He indicated that the transition to Winnipeg has gone very smoothly for him and his family as the college staff has been very supportive and helpful.

The President reported that he has met many students and staff in his travels around the college and is looking forward to learning more about the organization. In this regard he has implemented a Friday afternoon open door session for staff to meet privately with him to share their ideas and thoughts about the college.

The President indicated that the senior management team, President's Council, is extremely strong and effective which will allow him to build on the college's strengths, expand partnerships and raise RRC's profile, among other things.

MOTION B 04/07/02 – A. Morin/W. Petik

**That the College President's Report dated September 22, 2004 be received.
- CARRIED**

6. STUDENTS' ASSOCIATION PRESIDENT'S REPORT – SEPTEMBER 2004

The SA President reported that the annual *Kickoff Week* was held during the third week of school for students to unwind and get to know each other. SA sponsored activities included socials, keggers, concerts and a number of events of interest to students.

6. STUDENTS' ASSOCIATION PRESIDENT'S REPORT – SEPTEMBER 2004 (CONTINUED)

The SA Building Fund project continued over the summer with a new study lounge to be completed by mid-October. A contest will be held to name the new lounge. The SA store, The Ox, was also expanded significantly and will provide greater service and generate more revenue for the SA.

The next phase of the Building Fund project is to relocate the Students' Association Offices to the space occupied by the Tower Lounge. The TV in the Tower Lounge will be placed in the student recreational space – The Cave.

The SA Executive has been dealing with a number of student concerns, including student parking at the Stevenson Aviation Training Centre. In response to the SA's efforts, Winnipeg Transit has created a new bus route to the Stevenson Centre for those students unable to park.

R. Mariani indicated that the Princess Street Campus Fitness Facility was opened earlier than planned in response to student requests, the SA is in the process of selecting its Student Advisory Board for the 2004/05 term, and executive members have been attending various sessions for new students to help orientate the students to Red River College. Other items that the SA will be addressing include: changes to the semester system, food and beverages in classrooms, and instructor evaluations.

The Board was also informed that the student associations from Manitoba's colleges and universities have formed a loose association to work with the government in the area of tuition and funding. Student representatives have been meeting regularly with COPSE to discuss issues of concern to students.

The President added that he is very impressed with the executives on the Students' Association and is looking forward to working with them.

MOTION B 04/07/03 – R. Mariani/L. Walsh

That the Students' Association President's Report dated September 22, 2004 be received. - CARRIED

7. COMMITTEE REPORTS

7.1 Executive Committee – Minutes of September 13, 2004

MOTION B 04/07/04 – B. Watson/A. Morin

That the Executive Committee Minutes of September 13, 2004 be received. - CARRIED

7.2 Planning Committee – Meeting of September 22, 2004

Committee Chair G. Bagnall congratulated R. Mariani on his election as SA President and stated that the Planning Committee was pleased to have him as a member.

7.2 Planning Committee – Meeting of September 22, 2004 (continued)

G. Bagnall reported that the Planning Committee received a report from the Vice-President – Academic on the Academic Division's reorganization which came into effect on July 1, 2004. The reorganization was undertaken after college-wide consultations to realign the division with the strategic sectors of the Manitoba economy as identified in the Academic Expansion Plan 2000-2004.

The Committee was advised of the creation of an Applied Research & Commercialization Office that was one of the college's strategic goals. A director was hired for July 1, 2004 to oversee the office which will serve as a gateway for external partners seeking to work with the college, and a central source of guidance and support for internal research activities. The Vice-President – Academic indicated that RRC was one of six colleges across Canada selected to participate in a pilot program to increase the capacity for colleges to work with local industry and businesses, and to advance innovation at the community and regional level.

The Committee also received a report on the recently announced expansion of RRC's Joint Baccalaureate Nursing and Diploma Nursing – Accelerated programs.

The Board Chair advised the Board of the agenda for the October 1st Board Planning Session in Steinbach, Manitoba.

MOTION B 04/07/05 – G. Bagnall/I. Starr

**That the Planning Committee Report of September 22, 2004
be received. - CARRIED**

7.3 Administrative Affairs Committee

7.3.1 Meeting of September 22, 2004

Committee Chair R. Bailey reported that the Administrative Affairs Committee reviewed the college's year end financial results and the 2004/05 final budget. The Committee also agreed to defer discussion about the 2005/2004 preliminary budget to the Board meeting.

7.3.2 Financial Results for the Year Ended June 30, 2004

MOTION B 04/07/06 – R. Bailey/A. Morin

**That the Financial Results for the Year Ended June 30, 2004 be received as
information. - CARRIED**

MOTION B 04/07/07 – R. Bailey/A. Morin

**That \$433,000 be transferred from internally restricted net assets to
unrestricted net assets. - CARRIED**

7.3.3 2004/05 Final Budget

MOTION B 04/07/08 – R. Bailey/W. Petik

That the Revised 2004/05 Operating and Capital Budgets be approved as presented. - CARRIED

7.3.4 2005/06 Preliminary Budget Submission to COPSE

The Chief Financial Officer provided an overview of the process used to develop the 2005/06 preliminary budget. The following information has been requested by COPSE and Board approval is required prior to submission:

- a) 2005/06 base level budget with brief explanation for all proposed increases
- b) an assessment of the impact of holding the 2005/06 grants at 2004/05 levels
- c) projected tuition fee level increase that would be required to address resource requirements identified in the base level budget

The Director of Research & Planning provided background information on a discussion paper provided to the Board – *Towards a Tuition Policy and Fee Structure for Red River College 2004*. Discussion followed regarding the information and proposals contained in the discussion paper.

MOTION B 04/07/09 – R. Bailey/R. Borlase

That the 2005/06 Preliminary Budget Information dated September 16, 2004, including the Tuition Policy Discussion Paper, be approved for submission to COPSE. - CARRIED

8. CORRESPONDENCE

The Board received the following correspondence:

- 8.1 From M. Smith, Chair of COPSE, June 22, 2004
Re: *Request for 2005/06 Preliminary Budgets from the Colleges and Universities*
- 8.2 From L. Gordon, Executive Director of COPSE, July 14, 2004
Re: *Advising that COPSE has approved RRC's 2004/05 Budget Submission*
- 8.3 From M. Smith, Chair of COPSE, July 26, 2004
Re: *Clarification of Information Requested in June 22, 2004 Letter*

9. FOR INFORMATION

The Board received the following information:

9.1 Enrolment Statistics at September 2004

The Vice-President – Academic reported that RRC's enrolment as of September 10, 2004 is 5,487, a 1.2% increase over September 2003. However, once more of the college's programs are in session by October, a 4% increase in enrolment over last year is anticipated.

9.2 College Expansion Initiative – Update

The Vice-President – Academic advised the Board on the status of the College Expansion Initiative which was intended to be a four year initiative ending in 2003/04. Approximately \$500,000 in new money has been carried over to this year and the college is working with the CEI Office to determine how these funds should be allocated.

9.3 Board Planning Session – October 1, 2004

9.4 Copy of E-mail to all RRC Staff from the President, September 3, 2004
Re: *Getting Acquainted*

9.5 Manitoba Government News Release, September 7, 2004
- *Premier Opens Final Phase of RRC Downtown Campus*

9.6 Manitoba Government News Release, September 13, 2004
- *Province Implements First Phase of Technical-Vocational Education Plan*

9.7 *On the Move* – Manitoba Advanced Education and Training Newsletter, Fall 2004
- *The Manitoba Training Strategy Linking Skills to the Manitoba Labour Market*

9.8 *University College of the North* Newsletter, Issue 3, July 2004

9.9 *Enterprising Women's Conference* – October 15-16, RRC Princess Street Campus
(Session Presenter – *Bev Watson*)

9.10 *Focus* - Academic Monthly Report - June, July, August 2004

9.11 *A Staff Guide to Student Services*, a publication of RRC Student Services Dept.

9.12 *Board Leadership Newsletter*, No. 73, May-June 2004

9.13 *The Projector*, RRCSA Newspaper, September 13, 2004

10. COMMITTEE OF THE WHOLE

The Board agreed to sit in Committee of the Whole in camera at 8:55 p.m. with the President and the Executive Assistant to the Board.

The Committee rose at 8:59 p.m. The Chair reported that the Committee approved appointments to the Alumni Committee.

10.1 RRC Alumni Committee – Membership

MOTION B 04/07/10 – R. Borlase/R. Mariani

That the following persons be appointed to the Alumni Committee, effective September 22, 2004:

- a) **Michael Crivici**
- b) **Mark Pawlik**

- CARRIED

The meeting adjourned at 9:00 p.m.

Original signed by

**William Regehr
Chair**

Original signed by

**Kathi Gudmandson
Secretary**