

**Wednesday, September 23, 1998**

C709 Boardroom - RRC

7:00 p.m.

**MINUTES**

(B:98/07)

**In Attendance:**

**Governors:** R. Bullock, Chair  
L. McGinnis, Vice-Chair  
B. Bachalo  
L. Bohnhardt (Until Item 11.1)  
E. Martens  
M. Mayer  
D. Plett  
V. Snyder  
T. Whiteman  
A. Wiebe

**Regrets:** C. Bear  
D. Falcetta

**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  
P. McGeachie, Vice-President, Training Enterprises  
B. Claydon, Director, Human Resource Services  
B. Jones, Director, Marketing and Public Relations  
M.J. Loustel, Internal Audit

**Call to Order**

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

**1. GUESTS - NIL.**

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### **2. CHAIR'S REMARKS**

The Chair welcomed the three new Board members, Lindsey Bohnhardt, Ed Martens, and Virginia Snyder.

The Chair commented on the College's 60<sup>th</sup> Birthday Celebrations and the upcoming VIP Campaign Launch, the opening of the Aboriginal Resource Centre, the Heritage Group, and the Family Fun Day. It was noted that the Birthday Gala has been rescheduled to March 27, 1999.

The President commented on the excellent open houses that were hosted by the Market Driven Training Centre and the King Edward and Downtown sites.

### **3. ACCEPTANCE OF AGENDA**

The Agenda was accepted as amended.

### **4. NEW BUSINESS**

#### **4.1 Proposed Amendment to *The Colleges Act***

The President reported that in an effort to support the College's trade initiatives in providing curriculum, consulting and advisory services on an international level, an amendment to *The Colleges Act* is being sought. The deadline for submitting amendments is September 25, 1998.

#### **4.2 COPSE Draft Tuition Policy**

The Council on Post-Secondary Education (COPSE) has developed a draft tuition fee policy for college and university consideration. The proposed tuition fees will be a minimum of 18% of related total program costs that shall be phased in over a three year period commencing in the fall of 1999. Red River College currently does not have the systems in place to develop program costing and clarification will be sought from COPSE as to the exact definition of related total program costs.

Consultation meetings have been scheduled for October 1, 1998 and the President and Chair will attend on behalf of the College.

Tuition will be a topic for consideration at the Board Strategic Planning Session on October 5, 1998.

#### **4.3 Preliminary Budget for the 1999/00 Academic Year**

C. Rushton reviewed the 1999/00 preliminary budget submission that includes a number of items that the College requires in order to maintain the status quo. These include facilities, corporate information systems and the development of

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research and planning capabilities to support the increasing demand for information. The net increase in government funding requested is \$5.9 million.

A proposed 15% increase in tuition, lab fees and technology access fees is being recommended by College management. C. Rushton reviewed a comparison of Red River College's tuition rates to those of other community colleges across the country and noted that Manitoba has the second lowest tuition fees of all of the provinces.

A discussion took place on tuition levels and how to coincide the budget planning cycle with the proposed tuition policy from COPSE. A suggestion was made to request that COPSE extend the time they have allocated to reach the 18% of total program costs.

The Board requested that a note be included in the preliminary budget submission that a different level of tuition increase may be proposed at the time of the College's detailed budget process in May 1999. Consultations concerning the Council's tuition policy are not complete as yet and until all of the definitions surrounding program costing and other aspects of the policy are clarified, it is difficult to provide an approach to tuition. The Board also requested that research be conducted on the impact the proposed tuition increase will have on students.

**MOTION B:98/07/1:** L. McGinnis/D. Plett

**THAT** the Board of Governors approve the preliminary budget that includes a caveat related to the tuition fee increase of 15% - that further clarification and research is required prior to tuition fees being finalized in the detailed budget submission in May 1999.

**Carried**

#### **4.4 Request for College's Growth Pattern from COPSE**

The final version of the document *A Strategy for Expanding Manitoba's College System* was provided to the Board. This document was requested from COPSE by September 15, 1998 and the Executive Committee reviewed and approved the submission of the document at their September 14, 1998 meeting, subject to Board ratification.

The Board commended management on the development of the strategy and suggested that it be used as a marketing tool. An amended version of the document will be distributed to the external guests of the VIP Campaign Launch on September 25, 1998.

**MOTION B:98/07/2:** B. Bachalo/T. Whiteman

**THAT** the Board of Governors approve the document *A Strategy for Expanding Manitoba's College System*.

**Carried**

**4.5 1998/99 Budget Update**

A final version of the 1998/99 budget was presented and reviewed by the Board. This is the budget that will form the basis of variance reporting and analysis for the year.

**MOTION B:98/07/3:** E. Martens/A. Wiebe

**THAT** the Board of Governors approved the 1998/99 final budget with the provision that management continue to seek solutions for the current variance.

**Carried**

**4.6 Request for Asset Acquisition**

The College has submitted a tender to provide educational expertise and training for a program sponsored by the Government of Manitoba. If the contract is awarded to the College, it will require a purchase of capital equipment that will be offset by additional revenue. Pursuant to Policy 2.2, Board approval is required.

**MOTION B:98/07/4:** L. McGinnis/T. Whiteman

**THAT** the Board of Governors approve the expenditure of up to \$1 Million for capital equipment, subject to approval by COPSE, if the College is the successful bidder for the contract with the Province of Manitoba Service 1<sup>st</sup> SAP Training Program.

**Carried**

**4.7 Business Plan Proposals – Status Update**

The Board reviewed the status update of the 1998 – 2002 Business Plan Proposals. It was suggested that target dates be identified in future versions.

**5. ADOPTION OF MINUTES**

Moved by T. Whiteman/A. Wiebe that the Minutes of the June 24, 1998 Board of Governors meeting be adopted.

**Carried**

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### **6. BUSINESS ARISING FROM PREVIOUS MINUTES**

#### **6.1 RRC 60<sup>th</sup> Birthday Celebration**

Numerous events are currently taking place for the College's 60<sup>th</sup> Birthday celebrations. The VIP Campaign will have its official public launch on September 25, 1998 and the Premier and the Mayor will be in attendance. Family Fun Day is scheduled for September 26, 1998 with Magician Brian Glow as the lead entertainment.

#### **6.2 College Five Year Review**

This will be discussed in further detail at the Board's Strategic Planning Session on October 5, 1998.

#### **6.3 College Development Council (CDC)**

At the September 14, 1998 Executive Committee meeting, the Committee discussed the necessity of reconstituting the CDC, or whether establishment of ad hoc committees with external membership is a more effective model. The Board concurred with building on the success of using the ad hoc committees and will not be reconstituting the CDC at this time.

#### **6.4 Red River College Foundation**

As determined at the June 24, 1998 Board meeting, the Executive Committee has been charged with recruiting a Chair of the Red River College Foundation. The Chair reported that a Foundation Chair not yet been identified and he will provide the Board with an update at the next meeting.

### **7. PRESIDENT'S REPORT**

The President tabled her report for the period June 18 to September 16, 1998.

### **8. COLLEGE COUNCIL**

The report from the September 16, 1998 meeting of College Council was tabled. The Board will review the mandate and role of the College Council at the October 5th Planning Session.

### **9. COLLEGE DEVELOPMENT COUNCIL**

#### **9.1 Update on the Capital Campaign**

An update of the capital campaign was provided to the Board.

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**10. ACADEMIC/PLANNING COMMITTEE**

Mrs. Wiebe provided the report from the September 23, 1998 Academic/Planning Committee meeting.

**10.1 Academic Monthly Report**

*Focus*, the Academic report for the months of June, July and August was tabled for information.

**10.2 Board Strategic Planning Session**

The draft agenda for the Board's Strategic Planning Session to be held on Monday, October 5, 1998 in Steinbach was reviewed. Twenty-five local area residents have been invited to the luncheon on that day.

**10.3 September Program Registration Report**

Provided for information.

**11. ADMINISTRATIVE AFFAIRS COMMITTEE**

Mr. McGinnis provided a report of the September 23, 1998 Administrative Affairs Committee meeting.

**11.1 Monthly Financial Report**

**MOTION B:98/07/4:** L. McGinnis/D. Plett

**THAT** the Board of Governors accept the monthly financial report for the two months ended August 31, 1998.

**Carried**

**12. EXECUTIVE COMMITTEE**

**MOTION B:98/06/8:** T. Whiteman/D. Falcetta

**THAT** the Board of Governors accept the Executive Committee report from the June 16, 1998 meeting.

**Carried**

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**13. CORRESPONDENCE**

The Board reviewed the following correspondence:

*Sent by Board: - Nil*

*Received by Board:*

- 13.1 Marion Suski – *June 24, 1998*
- 13.2 COPSE, Preliminary Budget Request – *July 8, 1998*
- 13.3 COPSE – Approval of 1998/99 Budget – *August 20, 1998*
- 13.4 COPSE – Responsibility Level under Section 18(1) of *The Colleges Act* –  
*September 8, 1998*

**14. INFORMATION ITEMS – NIL.**

**15. NEXT BOARD OF GOVERNORS' MEETING - OCTOBER 28, 1998**

**16. OTHER BUSINESS – NIL.**

**17. COMMITTEE OF THE WHOLE**

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

The meeting adjourned at 9:35 p.m.

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Ralph Bullock, Chair

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Jennifer Tribula, Secretary