

**RED RIVER COMMUNITY COLLEGE
BOARD OF GOVERNORS**

MINUTES

B:94/07

2055 Notre Dame Avenue, Winnipeg, Manitoba
7th Floor Boardroom, Building C/Black Lecture Theatre
7:00 p.m.

September 28, 1994

In Attendance:

Governors:	J. Harrison, Chair H. Middlestead, Vice-Chair R. Bullock D. Finkleman L. Foster B. Lavallee B. Moorhouse R. Rummery G. Tsouras T. Whiteman
Regrets:	J. Bear
President:	T. Knowles
Secretary:	J. Tribula
Guests:	N. Konowalchuk, Executive Director, Administrative Services R. Dykes, Director, Financial Services M.J. Loustel, Internal Auditor T.K. Morgan, Director, Public Relations & Communications

Call to Order

With attendance constituting a quorum, the Chair called the meeting to order at 7:05 p.m.

1. OPENING REMARKS

The first portion of the meeting was held in the Black Lecture Theatre and Item No. 6 was moved to the first item to accommodate the visitors who were in attendance to hear the discussion on the Smoking Policy. The Chair advised that two presentations would be made at the meeting, one from the Students' Association and the other from the MGEU. Fiona Plumridge requested to appear before the Board, but her submission was received after the 10 days working notice required. She was granted approval to make her presentation at the October Board meeting.

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The Chair advised that the Executive Committee set a time limit of 10 minutes for each presentation, not including question period, and opposition was voiced. The Chair then advised that presenters requiring more time were welcome to request this to the Board. He also indicated that this was not a debate period and therefore questions were restricted to Board members only.

2. SMOKING POLICY

2.1 Presentation by the Students' Association

*Guests: RoseAnna Schick, Vice-President Student Affairs
Gord Fardoe, Executive Director, Students' Association*

Ms. Schick reviewed the concerns and the difficulties experienced since the inception of the new smoking policy on behalf of the Students' Association (SA). The SA views the policy effective in a person's right to breath clean air, however considers the policy to be in blatant disregard of the rights of all students as the decision to smoke is an individual choice. Therefore the SA views the policy unacceptable in its current form.

The SA requests clarification on the enforcement of the policy which states that all individuals are responsible for enforcing the policy. They consider the current enforcement inequitable since a SA social event was cancelled for non-compliance to the policy when the overall enforcement seems slack.

Ms. Schick requested that the policy be revisited and indicated that the SA recommends designated smoking areas outdoors on College property, and advised that the SA would be willing to provide waste receptacles and to assist in the clean up of the grounds. The SA also recommends that smoking be allowed at social events where liquor permits are obtained.

Mr. Fardoe then made a presentation on the fiscal and business aspects and the affects of the policy on the SA. He indicated that the SA's retail store, the Ox, has decreased its tobacco order by \$137,000, which will make it difficult to meet their budget requirements. He also advised that when discussions were first held on the smoking issue, he was under the impression that it did not affect social events. It is now estimated that a financial loss will be experienced on social events, activities and programming.

Mr. Fardoe also suggested that the cancelling of the SA's social event on September 23 was severe, as the entire student body was punished for the action of one. He advised that participants have the choice to attend these events and that enforcement of the policy is difficult. The South Gymnasium was raised as a potential place to hold social events as the SA has been informed that it is under a separate ventilation system.

Mr. Fardoe expressed his disappointment that Fiona Plumridge, Business Administration student, was unable to present today as she had been a strong advocate against the new policy and had put in a great deal of effort to generate a petition. He asked that the Board allow her to speak during part of the Students' Association time. The Board agreed and Ms. Plumridge presented the petition with 1,395 signatures to the Chair. The petition which was

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circulated over the past three weeks, requests that the Board reassess their decision. Ms. Plumridge indicated that it emphasizes the opposition to the new policy by smokers and non-smokers alike, and she advised that 420 non-smokers signed the petition. She also suggested that the policy discriminates against the physically disabled and it was recommended by the SA that the South Gym be used as a smoking area for this group.

In answer to various Board member's questions, Ms. Plumridge advised that she does not think the warning system in the policy is necessary; Mr. Fardoe will review the actual financial implications on social events; and Ms. Schick suggested that a no smoking section could be implemented during social events in the South Gym.

2.2 Presentation by the MGEU

Guests: Pat McDonnell, Vice-President, MGEU

Terry Turcan, Staff Representative, MGEU

A summary of the MGEU's concerns was distributed to the Board members (attached). Mr. Turcan stated that as the MGEU staff representative for the College, he has been approached by smokers and non-smokers with concerns over the new policy. The MGEU considers the duration of time in which staff had to adjust to the new policy inadequate, and that it has not been implemented through a spirit of cooperation and understanding. Mr. Turcan indicated that the MGEU views the new policy as a violation of the collective agreement and has lodged a formal grievance in this regard.

The action requested by the MGEU is for the Board to remove the discipline from the policy and recognize smoking as an addiction; for the College to provide for the cost of cessation programs; that smoking be allowed on College property; and that a designated smoking area be determined within the College.

Mr. McDonnell suggested that the College's management manipulated the implementation of the new policy, and takes exception to the discipline action included in the new policy. The Chair questioned whether the old policy had discipline action and Mr. McDonnell responded that to his knowledge it did not.

Mr. McDonnell also suggested that the estimated decrease in revenue of 15% from Versa Services on campus could be used to improve the ventilation system. It is his view that the past month has been a public relations fiasco.

3. COLLEGE COUNCIL

Guest: Marg Braid, Chair, College Council

At the September meeting of the College Council, the Council passed a motion recommending that smoking be permitted, only as designated, for major staff or student social functions at which liquor permits are obtained, such as pubs and socials, in this case smoking will be restricted to the permit area. They also recommended that smoking be permitted on College grounds (outdoors only), and smokers are requested to use refuse

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containers provided and keep entranceways to buildings clear. In a separate motion the Council recommended that an enclosed or covered facility such as a trailer be provided for smokers on the College property.

In answer to a question from the Board, Ms. Braid advised that the College Council had not considered the discipline aspect of the policy.

At this point the Chair acknowledged the fact that presentations had been made in opposition of the new policy and that it would be appropriate to hear views from those in favour of the policy.

The following motion was then made:

MOTION: D. Finkleman/R. Rummery

WHEREAS the College's present smoking policy is creating conflict;

THEREFORE be it resolved that the College management, in consultation with the Students' Association and the MGEU, review the smoking policy and recommend solutions.

BE IT FURTHER RESOLVED that at the October meeting of the Board of Governors, College management provide the Board with a progress report.

BE IT FURTHER RESOLVED that in the interim, smoking be allowed outside on College property.

The Chair then made a ruling that the Motion be held in abeyance until the October Board meeting.

AMENDMENT NO. 1: L. Foster/R. Rummery

BE IT FURTHER RESOLVED that smoking outside on College property, must be at least 20 feet from entranceways of the College and the playground area.

CHALLENGE ON CHAIR RULING: D. Finkleman/R. Rummery

Carried

The Board agreed that this was a highly emotional issue and should be dealt with as quickly as possible.

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AMENDMENT NO. 2: D. Finkleman/R. Rummery

THAT smoking be permitted at student socials during this consultative process.

A vote was taken on Amendment No. 2. The Amendment was:

Defeated

A vote was taken on Amendment No. 1. The Amendment was:

Carried

A vote was taken on the original Motion. The Motion was:

Carried

An interim period where smoking is permitted outside with the above-noted restrictions was declared, and an progress report will be provided to the Board on this issue at the October 26, 1994 Board meeting.

The Board of Governors then moved to the 7th Floor Boardroom, Building C for the remainder of the meeting.

2. ACCEPTANCE OF AGENDA

The Chair advised that Item 8, the TQM Summary, will be moved to the October Board meeting.

Moved by B. Moorhouse/T. Whiteman that the Agenda be accepted as amended.

Carried

3. ADOPTION OF MINUTES

Moved by G. Tsouras/B. Moorhouse that the Minutes of the Meeting of the Board of Governors held on June 22, 1994 be adopted.

Carried

4. BUSINESS ARISING FROM MINUTES

The President reported that a delegation from the Wood Processing Institute visited the College in the past week. It is expected that a decision on the successful bidder for the program will be announced in the near future.

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A Board member inquired why Hugh Goldie was not retained to conduct the Board evaluation process at the August Board Planning Session. The Chair advised that Mr. Goldie's fee was excessive and after consultation with the Executive Committee it was decided to retain Ken Holland for this purpose.

5. CHAIR'S REMARKS

The Chair expressed condolences to Board members Ralph Bullock, whose Father recently passed away, and Jim Bear, whose wife passed away on September 19, 1994.

The Chair also indicated that Board members are now generating Board agenda items, and members who have issues they wish to see addressed, should contact the Chair to have it included on an upcoming agenda.

5.1 Presentation of Certificate of Appreciation to Netha Dyck

Netha Dyck joined the meeting and the Chair presented her with a Certificate of Appreciation and gift for her service and dedication to the Board of Governors.

6. PRESIDENT'S REPORT

The President's Report was provided to the Board for their information.

7. COLLEGE COUNCIL

Ms. Braid, Chair of the College Council provided a report on the September 13, 1994 meeting. She advised that she had been acclaimed for another term as Chair; Rodney Blanchette, Business Administration student, was elected Vice-Chair; Geoff Sine, Business Administration student, was acclaimed as Membership Chair; and Grant Ball of the College's Public Relations and Communications Department was acclaimed as Secretary.

8. COLLEGE DEVELOPMENT COUNCIL

The College Development Council (CDC) Minutes of August 30, 1994 were attached to the Board agenda. The President advised that Shirley Muir, Chair of the CDC will be attending future Board meetings to provide reports on behalf of the Council.

9. ACADEMIC AFFAIRS COMMITTEE

Mrs. Whiteman summarized the Academic Affairs Committee meeting of September 7, 1994.

10. ADMINISTRATIVE AFFAIRS COMMITTEE

Mr. Middlestead provided the Administrative Affairs Committee meeting report of September 21, 1994 on behalf of Mr. Bullock.

10.1 Manitoba Manufacturing and Aerospace Development Institute

The Manitoba Manufacturing and Aerospace Development Institute is a Canada/Manitoba Infrastructure proposal which the College submitted to the Infrastructure Secretariat for consideration.

MOTION: H. Middlestead/G. Tsouras

THAT the Board of Governors receive and accept the concept of the Manufacturing and Aerospace Development Institute.

Carried

The President indicated that the College has been informed that infrastructure funds may be depleted, however project proposals are retained on file for a period of time. It was suggested that the College approach the Minister responsible for infrastructure projects directly to discuss the College's proposal.

10.2 North Gymnasium Development Project Proposal

This is also an infrastructure proposal submitted by the College.

MOTION: H. Middlestead/L. Foster

THAT the Board of Governors receive and accept the concept of the North Gymnasium Development Project Proposal.

Carried

10.3 Revisions to Board Resolutions

MOTION: H. Middlestead/G. Tsouras

THAT the Board of Governors approve the proposed revisions to Resolutions 2.4.4, 2.4.5 and 2.4.6.

Carried

10.4 Financial Report for the Two Months Ended August 31, 1994

Mr. Dykes, Director, Financial Services reviewed the financial report for the two months ended August 31, 1994. He indicated that a plan will be developed and presented at the next Administrative Affairs Committee meeting on the submission and status of financial reports to the Board.

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MOTION: H. Middlestead/B. Moorhouse

THAT the Board of Governors receive and accept the financial report for the two months ended August 31, 1994.

Carried

11. AUDIT COMMITTEE

Mr. Middlestead, Chair of the Audit Committee reported on the June 29, 1994 and September 26, 1994 meetings of this Committee. The audited financial statements are expected to be completed and forwarded to the College on October 7, 1994, and the Audit Committee will then review the statements. The Audit Committee recommended forwarding the statements to the Board members in advance of the October Board meeting to solicit comments, and enable any member to contact the Audit Committee Chair with questions or concerns.

A discussion took place on the specifics of the timing of the audited financial statements in relation to the Annual Report. It was agreed that the statements will be included as part of the Annual Report and forwarded to Board members with the agenda package for the October 26, 1994 Board meeting.

The Audit Committee set a date of October 13, 1994 at 2:00 p.m. for their next meeting.

12. PLANNING COMMITTEE

The President reported that the College's management is preparing a skeleton of a five year business plan as discussed at the Planning Session in August. This will be reviewed by the Planning Committee in the next few months.

13. EXECUTIVE COMMITTEE

13.1 Classification System for Positions Excluded from the Collective Agreement

A recommendation from the Executive Committee was presented on a classification system for the positions currently excluded from the collective agreement. It entails contracting with the HayGroup to develop a fair and equitable means of developing job measurements with the institution.

MOTION: T. Whiteman/H. Middlestead

THAT the Board of Governors approve the proposed recommendation on a classification system for positions excluded from the collective agreement.

Carried

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14. NEW BUSINESS

14.1 Board Policy - Board Members Applying for College Employment

This proposed policy was reviewed and the Board decided that the policy be revised so that any Board member applying for College employment should resign. The Policy would then read as follows:

MOTION: L. Foster/B. Moorhouse

THAT it is the policy of the Board of Governors of Red River Community College that a member of the Board who wishes to apply for full time employment with the College resign from the Board of Governors.

Carried

It was also agreed that Board members applying for part time positions would be dealt with on a case by case basis.

14.2 Board Policy - Conflict of Interest of Staff and Student Board Members

The Board member who raised this item indicated it was her intention that the policy relate to labour negotiations and suggested the following amendment to the proposed policy:

MOTION: L. Foster/B. Lavallee

THAT it is the policy of the Board of Governors of Red River Community College that the Staff and Student representative(s) excuse themselves from Board meetings when labour negotiations will be discussed.

The President advised that it was previously confirmed that the student member would not be in conflict of interest on this issue. It was also questioned why the staff and student members were being singled out, and a suggestion was made that a general conflict of interest policy which includes all Board members be drafted.

It was decided to refer this issue back to the Executive Committee for their consideration.

14.3 Honourary Diploma Committee

A revision to one paragraph was suggested for the Honourary Diploma and Distinguished Alumni Award Nomination Forms.

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MOTION: L. Foster/B. Lavallee

THAT the Board of Governors approve the distribution of the news release; and **THAT** the Board of Governors approve the Honourary Diploma and Distinguished Alumni Award Nomination Forms as amended.

Carried

15. INFORMATION ITEMS

The President advised that he will be in China from October 14 -25, 1994 to discuss a new three year agreement with Shenyang. Negotiations will also be pursued in Henan with the Zhengzhou Electric Power College.

16. ADJOURNMENT

The meeting adjourned at 10:35 p.m.

John Harrison, Chair

Dr. Tony Knowles, President