

NORTH SHORE COMMUNITY COLLEGE COORDINATING COMMITTEE

MINUTES OF A MEETING of the North Shore  
Community College Coordinating Committee,  
held on Wednesday, March 27th, 1968, at  
5:00 p.m. in the North Vancouver School  
Board Administrative Offices.

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PRESENT:	Mr. T.J. MacDonald	Howe Sound
	Mr. T.B.M. Fougberg	"
	Mr. D.H. Campbell	"
	Mr. F.D. Ross	"
	Mr. W.J. Wallace	West Vancouver
	Mrs. A. Radcliffe	"
	Mr. H.C. Ferguson	"
	Mr. W.E. Lucas	North Vancouver
	Mr. C.P. Jones (Chairman)	"
	Mr. L. Brooks (Secretary)	"

Mr. Brooks opened the meeting in Mr. Jones' absence.

MOVED by Mr. MacDonald; seconded by Mr. Fougberg:

That the Minutes of the meeting of March 16th,  
1968 be adopted as circulated. CARRIED.

Mr. Brooks presented a statement on the Contribution of School  
District No. 46 (Sechelt) to Community College Committee Funds for 1968,  
the total of which is \$930.53.

MOVED by Mr. MacDonald; seconded by Mr. Fougberg:

That a bill be sent to the Sechelt School  
District in accordance with the above-mentioned  
statement. CARRIED.

There was some discussion of the admission policy of the college,  
and it was decided that this would have to be determined by the Regional  
College Council. However, Mr. Brooks was asked to draft out an admission  
policy for presentation to the Committee at a later date.

With regard to a name for the college, the following names  
have been submitted for the consideration of the Regional College Council:

- Capilano Community College
- Lions Community College
- Coast College
- Lions Gate College

Any further suggestions should be phoned to Mr. Brooks.

With regard to a college insignia, Mr. Brooks mentioned he had received two representations from people who are interested in providing insignia. It was agreed that it would be impossible to design insignia until a name has been decided.

Mr. Brooks presented a report on planning progress to date:

- (1) Approximately 180 thank-you letters have been sent out. Mr. MacDonald and Mr. Wallace listed several organizations which had not yet been thanked, and Miss Campbell was asked to check with Mr. Ross and Mr. Ferguson to see that none is forgotten.
- (2) Letterhead and envelopes have been printed and a sample was given to each member.
- (3) Number of applications received to date - 85. Letter and brochure advertising administrative positions has been sent out to every major college and university in California, Oregon, Washington, and each Province in Canada, together with one to each person who has applied for an administrative position. Letters of acknowledgment will be sent to those who have applied for teaching positions.
- (4) Have written to Secretary-Treasurers of North and West Vancouver, reminding them to forward cheques for the gross amount of the provision in their budgets for the college committee. As soon as these cheques are received, we will pay all the bills, prepay Mr. McGown's salary to June, and turn the balance over to the College Council upon its appointment. It was agreed that the loss of Sechelt would not make any difference in the share of each of the other three Districts.
- (5) Discussed with Mrs. Louise Spratley the possibility of her doing public relations work for the college committee.

MOVED by Mr. MacDonald; seconded by Mr. Fougberg:

That Mrs. Louise Spratley be engaged, effective Monday, March 18th, 1968, as a public relations consultant for the College Committee, on a contract of \$300.00 per month, until the Regional College Council is appointed, and that she be in any event guaranteed one month's salary.

CARRIED.

Mr. Brooks is to confirm this with Mrs. Spratley, and ensure that her articles are sent to newspapers in the three Districts.

- (6) As academic upgrading will in all probability be included in the college curriculum (this is presently under the direction of the Adult Education Department), Mr. Brooks surveyed the costs of this program in order to determine whether the college would have to



include the total Adult Education program to subsidize the academic program. He found that this would not be necessary, as the academic program has been financially independent during the past year. However, this matter will have to be decided by the Council and the respective School Boards. It is this Committee's recommendation that in the first year of operation, integration of the college and the entire Adult Education program should be avoided if possible.

- (7) Mr. Brooks met with Don Baird, Head Librarian at S.F.U., and Basil Stuart-Stubbs, Head Librarian at U.B.C. He outlined a number of recommendations made by these two gentlemen regarding the college library. These recommendations will be summarized in a report to be prepared by Mr. Brooks.
- (8) Mr. Brooks had a conference with Dean Gourd of B.C.I.T. and Dr. Bert Wales of V.C.C. Mr. Brooks recommends that the Committee consider the proposition outlined in the Curriculum Report, a copy of which was given to all members of the Committee.

Mr. Lucas reported that Mr. W.D. Reid advised him that letters had gone out last evening to the Secretary-Treasurers of the three School Districts, copy to Mr. Jones, giving a copy of the Minute which is the authority of the Council of Public Instruction to the three Boards to establish a Regional College Council. He has already prepared the Minute which will name the College Council, leaving the names blank. This is filled in by the Minister of Education, signed by the Lieutenant-Governor, and approved by the Council of Public Instruction. Mr. Reid suggested that in the interim the Committee could work on the financial agreement between the three Boards and have this ready for the Council.

Mr. Jones read a portion of a letter received from Mr. Arden Smith, of Davis, MacConnell, Ralston, Inc., which dealt with the financial arrangement between the Boards. They recommend that this be based on an equal millage from each District. After some discussion, the Committee decided not to follow this recommendation, but to use the financial base set out in the Minutes of Tuesday, January 23, 1968.

Mr. Wallace agreed to draft this financial agreement in legal form for presentation to the Committee at the next meeting.

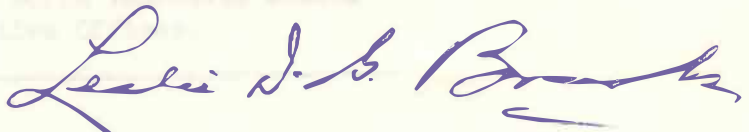
MOVED by Mr. Wallace; seconded by Mr. MacDonald:

That we pay the balance owing to Davis, MacConnell, Ralston,  
in the amount of \$6,738.04. CARRIED.

Mr. Jones was instructed to write to Davis, MacConnell, Ralston, thanking them for their report, mentioning that it will be turned over to the Council, and asking them what the cost would be for an additional 50 copies of the report. Mr. Ferguson suggested that Mr. W.D. Reid and the Academic Board should have a copy of this report.

The next meeting was called for Tuesday, April 9th, 1968. This meeting will be held at Frank Baker's Capilano Gardens (Copper Room) at 6:00 p.m. (dinner and business to begin at this time).

Respectfully submitted,



Leslie D.G. Brooks,  
Secretary.

LDGB/nc

- Mr. T.J. McDonald
- Mr. T.J.P. Ferguson
- Mr. G.L. Campbell
- Mr. J.L. Ross
- Mr. W.J. Williams
- Mr. A. Marshall
- Mr. J.H. Ferguson
- Mr. F.L. Jones
- Mr. J.M. Jones (Director)
- Mr. L. Brown (Secretary)

Mr. Jones opened the meeting in Mr. Jones' absence.

Report of Mr. McDonald; received by Mr. Ferguson

That the minutes of the meeting of March 15th, 1968 be adopted as circulated. (1968)

Mr. Brooks presented a statement on the Distribution of School District No. 45 (Surrey) to Community College Councils for 1968. The total of which is \$330,000.

Report of Mr. McDonald; received by Mr. Ferguson

That a bill be sent to the Council School District in accordance with the above-circulated statement. (1968)

There was some discussion of the allocation policy of the college, and it was decided that this would have to be determined by the Regional College Council. However, Mr. Jones was asked to draft up an allocation plan for presentation by the Council at a later date.

On regard to a name for the college, the following names were presented for the consideration of the Regional College Council:

- Capilano Community College
- Lower Community College
- Great College
- Lower Main College

Any further suggestions should be placed to Mr. Brooks.