

**MINUTES OF THE PUBLIC MEETING OF THE BOARD OF GOVERNORS
OF VANCOUVER COMMUNITY COLLEGE
HELD ON OCTOBER 28, 2015 AT THE DOWNTOWN CAMPUS**

Board Members: Jim Storie (Interim Chair), Pam Ryan, Rick Stokes, Sumit Ahuja, Brenda Aynsley, Mike Tourigny, Ambra Simonella, Jennifer Haggerty, Garth Manning

Ex-Officio: Peter Nunoda, Todd Rowlatt

Staff Resources/Guests: Irene Young, Linda Sanderson, Marlene Kowalski, Kathryn McNaughton, Karen Wilson, Chris Joyce, Karen Shortt, Angela Blake

Regrets: Sumit Ahuja, Claire Marshall, Erin Klis, Chloe Choi

The meeting was called to order at 6:12 p.m. by Mr. Storie. Ms. Lucas acted as Secretary of the meeting. Mr. Storie declared the meeting to be properly called and constituted.

APPROVAL OF AGENDA

Mr. Storie asked if there were any proposed amendments to the agenda for the meeting, a copy of which was provided with the meeting materials. As no amendments were suggested, the agenda, as set out in the meeting materials, was adopted.

MINUTES OF PRIOR MEETING

Mr. Storie referred to the draft minutes of the June 29, 2015 public Board meeting provided with the meeting materials.

UPON MOTION duly made, seconded and carried, the following resolution was approved and adopted:

RESOLVED THAT the minutes of the public Board of Governors meeting held on June 29, 2015 are approved, with a note that the approval of policies B.5.2 & B.5.4 will be addressed at the December 16, 2015 Public Board meeting

CHAIR REMARKS

Mr. Storie introduced and welcomed newly appointed board members Brenda Aynsley and Mike Tourigny and thanked outgoing members Rick Stokes and Jennifer Haggerty.

Mr. Storie highlighted upcoming events including the VCC Foundation 50th Anniversary Fundraising Gala event on November 17, VCC's Pop Up Restaurant that's open until Dec 17, Fall Awards on November 20 and Fall Convocation on November 26.

PRESIDENTS REPORT

Dr. Nunoda welcomed new board members and thanked departing members. Dr. Nunoda referred to the Information Note included in the meeting materials with respect to current VCC news and events.

Dr. Nunoda spoke to the news that the 32 Adult Basic Education (ABE) faculty layoff notices have been rescinded. He recognised the collaborative efforts of the VCCFA, VCC Senior Executive Team, Dean, School of Access, Marketing, Registration and Financial Aid.

FINANCE & AUDIT COMMITTEE REPORT

2015-16 Q2 FORECAST

In the absence of the Interim Finance & Committee Chair, Ms. Jamie Choi presented the finance report. She referred to the Information Note provided in the meeting materials and commented that the projected forecast is no longer accurate. This is the result of new data on increased enrolment in ABE, affecting the tuition revenue and the rescinding of faculty layoff notices, affecting the projected severance and loss of salaries that was included in the forecast.

For September 2015 the deficit is reported to be \$2.5M.

ADMINISTRATION POLICIES AND PROCEDURES

Dr. Nunoda referred to the Information Note included in the meeting materials and summarised the administration policies *B.3.9 Use of VCC Supplies, Products and Services*, *B.3.10 Establishing Discount Rates for VCC Employees and/or Students* and *B.2.19 International Travel Risk & Security*. There were no questions.

EDUCATION COUNCIL

New Curriculum Development and Approval Process Policy & Procedures/ Rescind C.3.4 Changes of Length of Hours for Courses and Programs Policy / Rescind C.3.6 Course Program Documentation policy

Education Council (EdCo) Chair, Mr. Rowlatt referred to the Decision Note included in the meeting materials and commented that this is the first written policy for the process of curriculum development and approval. Key reasons for developing this policy was to establish a process for new program development that provides more information to the Board and Education Council at an earlier stage and a process for minor revisions that can be approved by Curriculum Committee. It has been received positively and EdCo requests the approval of the Board of Governors. Mr. Stokes recommended that salient elements such as costs and revenue are put in a summary form within the business case.

Ms. Kowalski advised that the template is being revised to include these elements, along with market research analysis of comparable competition. Mr. Rowlatt commented that tuition fees and revenue are not under EdCo's jurisdiction, but EdCo would be open to changes to the form template. Ms. McNaughton highlighted that this is part of the three year integrated business plan and that new programs will have the opportunity to be discussed in depth at the department level. This will help create parameters in which new programs and revised programs can come forward in a way that makes sense from a programming perspective and the costs and revenue attached to them. This policy will replace policies C.3.4 & C.3.6.

UPON MOTION duly made, seconded and carried, the following resolution was approved and adopted:

RESOLVED THAT, on the advice of Education Council, the Board of Governors approve, in the form presented at the meeting, the NEW Curriculum Development and Approval Process Policy and Procedures.

RESOLVED THAT, on the advice of Education Council, the Board of Governors rescinds the C.3.4 Changes of Length or Hours for Courses or Programs Policy.

RESOLVED THAT, on the advice of Education Council, the Board of Governors rescinds the C.3.6 Course/Program Documentation Policy.

CANCELLATION OF ADULT EDUCATION DIPLOMA

Mr. Rowlatt summarized the Information Note provided in the meeting materials. He commented that due to low enrolment the college suspended admission to the program in 2012. After extensive discussion by the department and despite there being many strong aspects to the program, Education Council recommends its cancellation.

UPON MOTION duly made, seconded and carried, the following resolution was approved and adopted:

RESOLVED THAT, on the advice of Education Council, the Board of Governors approves the cancellation of the Adult Education Diploma.

2016-2017 ACADEMIC SCHEDULE

Mr. Rowlatt referred to the Decision Note provided in the meeting materials. Ms. Kowalski responded to Mr. Stokes recommendation to include actual enrolment data, by stating that this information will be reported in the new Enrolment Report to be introduced in 2016 and presented to the Finance & Audit Committee on a quarterly basis.

UPON MOTION duly made, seconded and carried, the following resolution was approved and adopted:

RESOLVED THAT, on the advice of Education Council, the Board of Governors approves the 2016-17 Academic Schedule.

CONSTITUENCY GROUP UPDATES

Mr. Storie commented that it would be helpful to receive pre-reading material for constituency group updates in advance of the meeting and encouraged the constituency representatives to work with the Board EA to include this information in the meeting package.

STUDENT UNION OF VANCOUVER COMMUNITY COLLEGE (SUVCC)

An SUVCC representative was not present at the meeting.

CUPE LOCAL 4627

Mr. Joyce welcomed new board members and thanked departing members for their service. Mr. Joyce commented about the late posting of the Board meeting package. Mr. Storie acknowledged these concerns and stated that efforts will be made in the future to ensure a reasonable delivery deadline for materials. Mr. Joyce referenced the handout provided to the Board at the meeting and spoke to the concerns highlighted (for the purpose of the minutes the CUPE handout is enclosed). Mr. Storie responded to CUPE's presentation of their concerns by stating that there have been improvements in the process for approving the President's expenses and the delay in publicly posting them was partially due to him being out of the country. On the matter of the President's loan, the results of the investigation have been reviewed by the Human Resources Committee and recommendations will be presented to the Board. Mr. Storie referred to CUPE's Bargaining Update item and letters from other CUPE organizations and commented that there are two parties involved in the negotiation process and hopes that bargaining can be resolved as soon as possible so that the institution can move forward.

Dr. Nunoda apologized to the Board and VCC community for any concerns caused by the misconstrued message in the press about VCC expanding to include a satellite office on the Sunshine Coast. There is no plan for this. Ms. Wilson stated that the newspaper was contacted and a published correction was requested, but they didn't accommodate this.

Mr. Storie commented on the CUPE Save Our VCC Campaign, stating that this is no longer necessary. VCC makes a major contribution to the community, the city and the province and he has received no indication that VCC will be shut down. Mr. Stokes commented that the Save Our VCC Campaign is misguided and feels that prospective students will read the information in the Save Our VCC Campaign and choose to enrol somewhere else.

VANCOUVER COMMUNITY COLLEGE FACULTY ASSOCIATION (VCCFA) or (FA)

Ms. Shortt congratulated Mr. Storie on his role as Interim Board Chair and welcomed new board members.

Ms. Shortt spoke of the good news that 32 faculty layoff notices were rescinded that day. She expressed the FA's appreciation to everyone who has supported this and the collaborative efforts of faculty, Senior Management and Marketing.

Ms. Shortt reflected on the FA's recent meeting with Deputy Minister, Sandra Carroll, and referred to the VCC Faculty Association Report (for the purpose of the minutes, the report is enclosed) which details the problems and solutions to the Adult Upgrading Grant that were presented to the DM. It includes the Ministers response and a report out to faculty. Ms. Shortt sensed the Ministry supports this initiative. The FA will continue with their campaign that post-secondary education is more accessible.

Ms. Shortt highlighted the upcoming FA event "Basic Skills are More Important than Ever" on October 29, 2015.

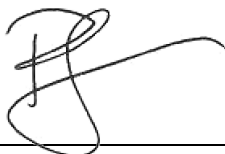
Mr. Storie thanked the constituency group representatives for their comments.

NEXT MEETING

It was confirmed the next public Board meeting will be held on December 16, 2015.

TERMINATION

There being no further business, the meeting was terminated at 7:04 p.m.



Pam Ryan
Board Chair