

**MINUTES OF THE PUBLIC MEETING OF THE BOARD OF GOVERNORS  
OF VANCOUVER COMMUNITY COLLEGE  
HELD ON APRIL 5, 2017 AT THE DOWNTOWN CAMPUS**

<b>Board Members:</b>	Pam Ryan (Chair), Mike Tourigny, Brenda Aynsley, Howard Grant, Garth Manning, Janet Crawford, Danica Kong
<b>Ex-Officio:</b>	Peter Nunoda (President & CEO), Todd Rowlatt (Chair, EdCo)
<b>Board Secretary:</b>	Deborah Lucas
<b>Staff Resources:</b>	Marlene Kowalski, Kathryn McNaughton
<b>Guests:</b>	Karen Shortt (VCCFA), Janelle Davies (SUVCC)
<b>Regrets:</b>	Sumit Ahuja, Stephen Kukucha, Chloe Choi, Dee Dhaliwal

**1. CALL TO ORDER**

The meeting was called to order at 5:41 p.m. by P.Ryan. D. Lucas acted as Secretary of the meeting. P. Ryan declared the meeting to be properly called and constituted.

**2. APPROVAL OF CONSENT AGENDA**

UPON MOTION duly moved, seconded and unanimously resolved:

THAT the VCC Board of Governors approve the agenda, with the following change:

- Move 2017/18 Enrolment Plan to Item 5.1

and approve/acknowledge receipt of the following items on the consent agenda:

- Minutes – Feb 5, 2017 VCC Board of Governors Public meeting
- VCCFA Report

**3. CHAIRS REMARK'S**

- Board Chair attended the Distinguished Alumni Awards, which was presented as part of the VCC Foundation Flourish Gala. The event highlighted the dedication of VCC's alumni and the gala showcased VCC.

**4. PRESIDENT'S REMARKS**

- Congratulations to Dr. Kathryn McNaughton on receiving The Chair Academy's 2017 International Exemplary Leadership Award. This award recognizes exceptional leadership by individuals or teams in post-secondary institutions and nominations are made by colleagues.
- Commended the VCC Foundation Flourish Gala organisers. The event was a success. It showcased VCC's programs and highlighted the talented culinary arts department.

## **5. FINANCIAL REPORTING**

### **5.1 2017/18 Enrolment Plan**

T. Rowlatt referred to the Decision Note in the meeting materials, provided highlights and responded to questions by the Board.

- Several drafts have been reviewed by EdCo since January 2017.
- EdCo were assured that Department Leaders were fully consulted to ensure enrolment projections were accurate and achievable.
- The process in developing the Enrolment Plan was robust and EdCo had no particular concerns and approved its recommendation to the Board at a Special EdCo meeting on Mar 29, 2017.
- The Board were satisfied with the plan and appreciated that it was more conservative than prior year.

UPON MOTION duly moved, seconded and unanimously resolved:

THAT, on the advice of Education Council, the Board of Governors approve the 2017/18 Enrolment Plan.

### **5.2 Finance and Audit Committee (FAC) Report**

The Committee met on Mar 23, 2017. FAC Chair, M. Tourigny, presented highlights:

- The 2017/18 Operating Budget was presented. The process for the development of the budget met level of diligence required by FAC.
- FAC recommends it for approval by the Board.
- The 2017/18 Capital Budget was presented. FAC requested some additional data and following their review, recommended approval by the Board.
- The next FAC meeting is May 17, 2017.

### **5.3 2017/18 Operating Budget**

The 2017/18 Operating Budget was included in the meeting materials. M. Kowalski provided highlights and responded to questions by the Board:

- The budget assumptions were summarized.
- Tuition fee increases are capped at 2% for domestic and international programs. SUVCC Board Rep appreciates capping international tuition, even though it's not required.
- Adult Upgrading Grant (AUG) for ABE (Adult Basic Education) is \$3.4M. Additional funding has been requested based on enrolment this year. AVED guidelines on funding are being tightened to ensure compliance. Awaiting confirmation.
- The Board acknowledged the good work that was put into the development of the budget.

UPON MOTION duly moved, seconded and unanimously resolved:

THAT, on the recommendation of the Finance and Audit Committee, the Board of Governors approves the 2017/18 Operating Budget, as presented at the April 5, 2017 Public Board Meeting.

## 5.4 2017/18 Capital Budget

M. Kowalski presented the 2017/18 Capital Budget and responded to questions by the Board.

- The capital planning process is driven by the Academic Plan and the priorities need to match the capital priorities which affect VCC operations, e.g. upgrade of Banner.
- The cost of requests, identified as “facilities improvements”, currently exceeds the proposed capital budget by \$5.0M.
- The Integrated College Plan provides direction on which areas require capital funds and all requests will be reviewed and priorities determined. The Deans will provide input into these decisions.
- If other funds become available, other lower priority budgets will be addressed.
- With the implementation of the IT Technology Refresh Leasing contract, there should be extra capacity to allocate funds to upgrades.
- VCC wants to continue identifying projects that will benefit the College and ensure that they are on the Ministry’s radar, should funds become available.

UPON MOTION duly moved, seconded and unanimously resolved:

THAT, on the recommendation of the Finance and Audit Committee, the Board of Governors approve the \$3.0 million 2017/18 Capital Budget.

## 6. POLICIES

### 6.1 Revised D.3.10 Aboriginal Education Enrolment Policy and Procedures

T. Rowlatt referred to the Decision Note in the meeting materials, provided highlights and responded to questions.

- There are two major changes:
  - Aboriginal students are encouraged to self-identify during the application process, but proof of Aboriginal ancestry is no longer required as the process can be complex.
  - All programs and courses will reserve two (2) seats for Aboriginal students. The previous version of the policy only required two seats to be reserved for “high demand” programs, and made it optional for all other programs and courses.
- Aboriginal students on waitlists will also be given priority for admissions.
- Policy Committee has had extensive consultation. Input from the VCC community and the Indigenous Education and Community Engagement group has been sought.
- EdCo approved its recommendation to the Board at a meeting in March 2017.

UPON MOTION duly moved, seconded and unanimously resolved:

THAT, on the advice of Education Council, the Board of Governors approve, in the form presented at the April 5, 2017 meeting, D.3.10 Aboriginal Education Enrolment Policy and Procedures.

## 6.2 Revised D.1.1 Education Services Renewal Policy and Procedures

T. Rowlatt referred to the Decision Note in the meeting materials, provided highlights and responded to questions.

- The D.1.1 Education Services Renewal Policy governs the process for an evaluative renewal of the College's educational services areas.
- There are two major changes:
  - The new process requires an external review completed by two outside experts, which is standard in Ministry reviews.
  - From the results of an internal and external review, the service areas will develop an action plan that will guide their planning process in the years after the renewal and be included in the College's integrated planning process.
- The review cycle is 5-7 years to align with the program review.
- Education Policy Committee has wide representation from the college community and they ensured there was extensive consultation, including input from education service areas directly impacted, as well as community feedback.
- The Board approves of the level of consultation sought.
- EdCo approved its recommendation to the Board at a meeting in March 2017.

UPON MOTION duly moved, seconded and unanimously resolved:

THAT, on the advice of Education Council, the Board of Governors approve, in the form presented at the April 5, 2017 meeting, D.1.1 Education Services Renewal Policy and Procedures.

## 7. BOARD OF GOVERNORS CORRESPONDENCE

- Received Board Resourcing & Development Office (BRDO) Request for Appointment (RFA) package.
  - RFA is the process for identifying appointed board member vacancies, by tracking terms, conducting performance assessments and reviewing the Board Competency Matrix, to ensure it accurately reflects the qualities sought for future vacancies.

## 8. PRESENTATION: INTERNATIONAL EDUCATION

As the second in a series of presentations to the Board by VCC Dean's and Directors, Director, Jennifer Gossen presented VCC's International Education portfolio.

The presentation was well received by the Board.

## 9. CONSTITUENCY REPORTS

### 9.1 CUPE LOCAL 4627

There was no representative from CUPE Local 4627.

## 9.2 Vancouver Community College Faculty Association (VCCFA or FA)

The VCCFA report was provided in the meeting materials. VCCFA President, K. Shortt addressed the Board, highlights included:

- Congratulated K. McNaughton on her award.
- With respect to the budget, \$500K has been allocated for severance. It was advised that this budget is for the purpose of funding 5 faculty retirement incentives. At bargaining PSEA ensured that this cost would be \$0, as VCCFA gave up approximately 30 prep leaves.
- VCCFA showed a video for their “Who is ABE?” campaign.
- There are 2 events scheduled at the Broadway Campus for the FA’s “Open the Doors” campaign. “You don’t know what you’ve got til its gone: How labour unions can help save public education” and “Political activism in post-secondary institutions”.
- VCCFA are using social media to communicate their campaigns.
- H. Grant commended the FA on the Open the Doors campaign.

## 9.3 Student Union of Vancouver Community College (SUVCC)

SUVCC Executive Director, Janelle Davies, addressed the Board. Highlights included:

- SUVCC are running the “Pledge to Vote” campaign. 9 provincial election candidates were present on campus to talk to students about issues that matter to them. There will be advanced voting on May 4 & 5 at the Downtown campus.
- The Board Chair commended SUVCC on their “Pledge to Vote” campaign.

## 10. NEXT MEETING

The next Board of Governors Public Board meeting will be held on May 31, 2017.

## 11. ADJOURN

There being no further business, the meeting adjourned at 6:51 p.m.

### APPROVED AT THE MAY 31, 2017 PUBLIC MEETING:



**Pam Ryan**  
Chair, VCC Board of Governors