

**MINUTES OF THE PUBLIC MEETING OF THE BOARD OF GOVERNORS
OF VANCOUVER COMMUNITY COLLEGE HELD ON
APRIL 30, 2014 AT THE BROADWAY CAMPUS**

Committee Members: Eugene Hodgson (Chair), Christian Avendano, Ambra Simonella, Pam Ryan, Janet Zlotnik, Ted McGurk (for part), Sumit Ahuja and Jim Storie (in person), Susan Ewanick and Claire Marshall (by phone)

Ex-Officio: Doug Callbeck

Staff Resources/Guests: Irene Young, Bill Radford, Linda Sanderson, Catherine Clement, John Woudzia, Jane Butterfield, Angela Blake, Todd Rowlett, Nimmi Takkar, Karen Shortt, Chris Joyce

Regrets: Rick Stokes, Susie Findlay, Rachel Deslauriers

The meeting was called to order at 6:00 p.m. by Mr. Hodgson who acted as Chair of the meeting. Ms. Blake acted as Secretary of the meeting. Mr. Hodgson declared the meeting to be properly called and constituted.

APPROVAL OF AGENDA

Mr. Hodgson asked if there were any proposed amendments to the agenda for the meeting. No amendments were suggested.

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

RESOLVED THAT the agenda for the April 30, 2014 Public Board of Governors meeting is approved, in the form included in the meeting materials.

CHAIR REMARKS

Mr. Hodgson welcomed Mr. Ahuja to the Board and provided a description of Mr. Ahuja's background. He noted that, at the in camera meeting, the Board had approved the appointment of Mr. Ahuja to the Governance Committee of the Board.

COLLEGE REPORT

Mr. Callbeck provided a summary of recent events at the College, as summarized in the VCC News and Events briefing note included in the meeting materials, which included discussion of the recently held Asian Culinary Awards and the live auction in connection therewith, which raised almost \$16,000 for the Asian Culinary Program.

FINANCE AND AUDIT COMMITTEE REPORT

Mr. McGurk summarized discussions carried out at the FAC meetings held on March 27 and April 29, 2014. Ms. Irene Young then delivered a PowerPoint presentation that reviewed 2013/14 preliminary results and summarized the 2014/15 FTE and budget figures. Noting that the budget was balanced, she discussed the main budget components as included in meeting materials. Mr. Woudzia then discussed enrolment plan forecasts as compared to actuals. He noted that increased enrolment was projected for

2014/15 and that, after consultation with the deans, they are confident about the projected 2014/15 enrolment figures. He noted that leadership is focused on "right-sizing" the enrolment numbers and this is an ongoing analysis.

Ms. Young then discussed major budget pressures and potential growth opportunities as set out in the presentation slides, noting that there was no guarantee that ELSA funding would be renewed for 2016 and also discussing the impact of this year's ESL cuts. She described the process for the preparation of the budget and summarized key figures, noting that international students had had a significant positive effect on results. She went on to describe the potential impact of the proposed tuition changes and took questions from the Board with respect to how the increases were determined. A discussion ensued with respect to fees for comparable programs at other institutions. Ms. Young then discussed how they balanced the budget and current initiatives intended to improve financial performance.

Following that, Mr. McGurk discussed the FAC's process for review of the budget. He noted that, in setting the budget, it is only possible to control known factors, and there are many areas where there is currently no certainty, such as with respect to ESL funding. The key issues discussed by the FAC were the increase in enrolment and contract revenues as keys to attaining a balanced budget. On the revenue side, the reductions to strategic initiative and contingencies, and external pressures, were a significant concern to the FAC. He noted the concerns the FAC had with projected 2014/15 enrolment numbers. Mr. Hodgson commented that it is everyone's hope that the enrolment targets will be met, while recognizing that it will be a challenging year and it will be necessary to closely monitor how funds are spent. Ms. Young and Mr. Woudzia then took questions from the Board with respect to reasons for increases in international students' fees, how VCC is branded with respect to its reputation among international students, how the budget is balanced and concerns regarding the severe reductions in contingency. Ms. Young advised that once it is known what will happen with ESL, the College may not need all the contingency room. Alternatively, more funds may be needed. Forecasts will need to be done more frequently to ensure deans are staying on track with their respective budgets and it will be necessary to continually seek new revenue sources.

Mr. Hodgson then asked members of the constituency groups to provide comments on the budget.

Ms. Karen Shortt spoke on behalf of the VCCFA. She expressed sympathy for VCC having to make such severe budgetary cuts and disapproval with the Province in forcing the College have to do this. She asked the Board to make a strong request to the Province, on behalf of both VCC alone and jointly with other institutions, that more funding is provided to colleges. She also commented on the enrolment plan, requesting that comparative information for enrolment by school be included in future budgets. She went on to discuss the impact that the decrease in lower level ESL programs would have laterally, noting that it would be felt at higher levels of colleges and institutions when those students are unable to continue into more advanced courses. Ms. Shortt thanked staff and the Board for the hard work done to balance the budget but noted that the VCCFA does not believe the budget is sustainable because of the small amount of contingency.

Ms. Nimmi Takkar presented on behalf of the SUVCC. She focused her comments on the December 2013 briefing note with respect to the College's strategic priorities for 2014. She noted that there had been strong participation by students in surveys with respect to the budget and asked Board members to be involved in town hall meetings with students with respect to the budget and other significant issues. Ms. Takkar discussed the concerns of students with respect to the provision of student services, noting students feel there is a significant discrepancy between student services offered at VCC versus student

services offered at BCIT, but voiced appreciation that the SUVCC's recommendations with respect to Career Services were taken into consideration. She advised that students have also expressed the need for more student spaces, particularly at the Downtown Campus, indicating that the SUVCC is very excited to work with VCC's senior team on new student space there and that it shows a true commitment on the part of VCC to being student centred. She also discussed barriers to access and student success, and the impact of increases in tuition fees on that. She stated that the SUVCC wanted to send a strong message to the Province that it remains opposed to all fee increases and that the Province is responsible for providing additional funding. She discussed improvements to library services and how technology available to students can be improved. Ms. Takkar went on to complement Ms. Irene Young and the senior team on how much consultation was undertaken with students during the budget process and thanked the senior team and Board for allowing students to participate, as it gave them a forum to speak and be real stakeholders in the process.

No presentation was made by CUPE or the AVCCA. Mr. Joyce advised that CUPE would defer its comments until later in the meeting.

Mr. McGurk then commented on tuition fees, noting that decisions may not be favoured by students but that the Board understands their concerns and they are considered when the Board makes decisions. Mr. Hodgson then proceeded with putting forward the motions included in the meeting book.

2014/15 Enrolment Plan

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

RESOLVED THAT the Board hereby approves the 2014-15 Enrolment Plan in the form presented at the meeting and attached as Schedule A to these minutes.

2014/15 Domestic Tuition Fees

UPON MOTION duly made and seconded, with Ms. Zlotnick, Mr. Avendano and Ms. Simonella opposing, the following resolution was approved:

RESOLVED THAT the Board hereby approves a 2% increase in domestic tuition, college initiative and application fees, effective as of August 1, 2014.

2014/15 International Tuition Fees

UPON MOTION duly made and seconded, with Ms. Zlotnick, Mr. Avendano and Ms. Simonella opposing, the following resolution was approved:

RESOLVED THAT the Board hereby approves increases in international tuition fees, for each of the 2014/15 and 2015/2016 fiscal years, effective as of each of August 1, 2014 and August 1, 2015, respectively, as follows: a 7% increase in international tuition fees for each year for the Health, Hospitality and Culinary and Baking Programs, and a 2% increase in international tuition fees for each year for the Jewelry and Design, Auto Tech, Languages and College Foundation and UT Programs.

2014/15 Operating Budget

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

RESOLVED THAT the Board approves the fiscal 2014/2015 operating budget in the form presented to the meeting and attached as Schedule B to these minutes.

EDUCATION COUNCIL REPORT

At this time, Mr. McGurk left the meeting. As Ms. Findlay was unable to attend, Mr. Todd Rowlett presented the Education Council Report. He noted that the agenda items with respect to new credentials had been tabled due to Ms. Findlay's absence and the fact that the FAC had not yet had the opportunity to consider the financial impacts. He discussed the Education Council's meeting regarding ESL cuts. He advised that they wanted the distribution of FTE's within ESL to be reconsidered by administration as the College moves into the September term and that the Council would like to have further discussion of the breakdown of distributions. He also noted that lower levels of ESL have been cut and discussed the long term effects on the ability of ESL students to access higher level programs. He advised that the Council was not taking a position on what the redistribution should be but thinks that the administration should seek feedback from the entire college community in this regard. He noted that Mr. Woudzia had advised that there would be further consultation. Questions were posed by the Board with respect to the jurisdiction of the Board and the Education Council. A discussion ensued with respect to the long term solutions with respect to how ESL should be funded. Mr. Hodgson noted that the Board does talk to the Province with respect to the importance of ESL and the importance of VCC's role as a provider of same to the Province. Mr. Hodgson then confirmed that the motions proposed in the meeting book materials would be postponed until a subsequent meeting.

UPDATE ON PRESIDENTIAL SEARCH

Ms. Ewanick referred to the information note included in the meeting book to provide an update on the status of the presidential search, summarizing the final steps of the recruitment process. She commented that the Search Committee has been very pleased with the recruitment process and with the number of qualified candidates that had applied.

UPDATE ON CORE REVIEW

Mr. Soles joined the meeting to give an update on the core review process. He advised that the interim report was submitted to the Ministry but to date, no response had been received. He noted however that, as yesterday's two announcements from the Province regarding the ITA Review Update and Skills Report related to the core review process, he believes more will be forthcoming from AVED. Mr. Soles went on to discuss the next steps of the process, noting that the Ministry will follow up with each institution and ask about the interim reports, then will set up meetings between the Minister and Deputy Minister and each institution after the legislature has adjourned on May 29. As such, meetings are likely to happen in June. At this meeting, they will want institutions to focus on what their respective plans of action are going forward. Each meeting is expected to be 45 minutes long, with 25 minutes being comprised of a presentation and the remaining 20 minutes allocated to questions and discussion. Mr. Soles noted that it is important that VCC differentiate its presentation from that of other institutions, and that VCC should focus on what it really wants the Government to know about the

College, for example with respect to the importance of the College's programs to the demographics of region. He advised that the interim report has been consistent with what we have seen in the recent reports from the Province, such as the Skills Report and that it is also generally consistent with the ITA. He stated he believes about 75 to 80% of the interim report will end up in the final report but the final report should also incorporate new ideas based on recent reports from the Province and internal comments from VCC stakeholder groups.

Mr. Soles then took questions from the Board with respect to the reduction of the discretionary amount and other matters related to the Core Review process. Mr. Hodgson then thanked Mr. Soles for his presentation.

CONSTITUENCY UPDATES

SUVCC

The SUVCC made no presentation.

CUPE

Mr. Chris Joyce advised that CUPE has seen more than 30 employees leave under the ERIP in the last month, noting that members had only 15 days to respond and decide. He voiced appreciation for Mr. Callbeck's ability to think and act outside of the box and the efforts of the HR department in finalizing those agreements. He referred to CUPE's response to the Core Review interim report, referencing a presentation available on the CUPE website. He commented on CUPE's role in consultations with respect to previous crises that have affected VCC in the past, stating that CUPE has been willing to make constructive suggestions at these times but their proposed solutions have not been acted upon. He noted that the high turnover of administrative personnel has left CUPE as one of the primary sources of institutional memory and that CUPE is willing to share this knowledge with the administration. With respect to differentiating VCC from other institutions in the Core Report, he advised that CUPE believes VCC is already different. It is the only institution that is not essentially a university college. Mr. Hodgson thanked Mr. Joyce for his comments.

VCCFA

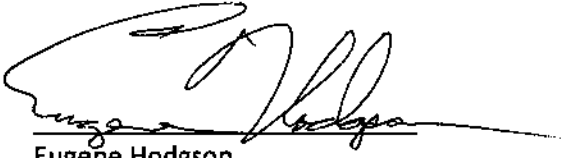
Ms. Karen Shortt circulated the latest VCCFA Report to the Board and other guests at the meeting. After discussing the contents of the report, she took questions from the Board with respect to which community members had been approached with respect to the ESL Matters program. Ms. Shortt noted that a number of people had been contacted but, until commitments from such people are confirmed, she did not want to provide details about who had been contacted. Members of the Board requested a list be provided to ensure that there is no overlap by Board members with respect to contacting people that have already been approached. Ms. Shortt agreed to provide Mr. Hodgson with such a list.

NEXT MEETING

It was confirmed that the next meeting would be held on May 28, 2014.

TERMINATION

There being no further business, the meeting was terminated at 7:45 p.m.

A handwritten signature in black ink, appearing to read "Eugene Hodgson", written over a horizontal line.

Eugene Hodgson
Chair