

**MINUTES OF THE PUBLIC MEETING OF THE BOARD OF GOVERNORS  
OF VANCOUVER COMMUNITY COLLEGE  
HELD ON APRIL 29, 2015 AT THE DOWNTOWN CAMPUS**

**Committee Members:** Eugene Hodgson (Chair), Pam Ryan, Jim Storie, Rick Stokes, Sumit Ahuja, Ted McGurk, Claire Marshall, Chloe Choi, Erin Klis, Jennifer Haggerty, Ambra Simonella

**Ex-Officio:** Peter Nunoda, Todd Rowlatt

**Staff Resources/Guests:** Irene Young, Linda Sanderson, Judith McGillivray, Karen Wilson, Samantha Welsh, Tina Chow, Chris Joyce, Karen Shortt, Angela Blake

The meeting was called to order at 6:13 p.m. by Mr. Hodgson. 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, 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. Hodgson referred to the draft minutes of the February 25, 2015 public Board meeting that was 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 February 25, 2015 are approved.

**CHAIR REMARKS**

Mr. Hodgson made introductory comments to the group, noting activities at the College in connection with its 50<sup>th</sup> anniversary. He also congratulated VCC and the VCC Faculty Association on their work in coming to a new collective agreement.

**PRESIDENT REPORT**

Dr. Nunoda echoed Mr. Hodgson's sentiments with respect to the VCCFA collective agreement. He also discussed recent news and events at VCC as per the information note included in the meeting materials, highlighting the recent Career Fair Day, which was the first in a number of years and was well attended, as well as the \$200,000 grant received by the Baking and Pastry Arts programs from the Natural Sciences and Engineering Research Council of Canada.

## EDUCATION COUNCIL UPDATE

### *Enrolment Plan*

Mr. Rowlatt referred to the information note included in the meeting materials with respect to recent activities of the Education Council. He noted that EdCo considered the new Enrolment Plan at its most recent meeting and raised three key points: (1) there is a significant increase in the target for international students; (2) there has been a downward trend in Continuing Studies enrolment over the past few years; and (3) would the planned 89% utilization rate potentially impact provincial funding? Responses from the leadership team were as noted in the information note and were deemed satisfactory to EdCo, resulting in EdCo determining to recommend that the Board approve the Enrolment Plan.

### *New Admissions Policies and Procedures*

Mr. Rowlatt provided background with respect to the proposed new Admissions Policy and Procedures (D.3.6); a new Flexible Admissions Policy and Procedures; and rescission of the Admissions Appeal Policy (D.3.1), each as summarized in the decision note included in the meeting materials, noting that the goal of all is to simplify the admissions process at VCC and reduce the minimum admission age to 16 for certain programs.

Discussion ensued with respect to the rationale for admitting underage students and the potential risks associated with same. At Dr. Nunoda's request, Mr. Rowlatt agreed to provide a copy of the opinion received from the Ministry of Risk Management with respect to admitting underage students to the VCC campus. Mr. Rowlatt noted that BCIT also has a minimum age limit of 16 and programs will have the option to set a higher minimum age limit if necessary for accreditation or other reasonable purposes.

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 amendments, in the form presented at the meeting, to the D.3.6 Admissions Policy and Procedures.

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 adoption of the new Flexible Admissions Policy and Procedures, in the form presented at the meeting.

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 rescinds the D.3.1 Admissions Appeal Policy.

### *Automotive Collision & Refinishing Diploma Tuition Fees*

Mr. Rowlatt summarized key aspects of the new Automotive Collision and Refinishing Diploma program as set out in the decision note included in the meeting materials, noting that the program is primarily designed to attract international students and, although there is some new curriculum, it is primarily based on curricula of separate existing programs. The proposed start date for the program is January 2016, with an expected cohort of 16 students.

Discussion ensued with respect to the format of the new program, what market research has been conducted to determine whether it will be attractive to international students, and the basis for determining the recommended proposed fees. Mr. Rowlett noted that EdCo does not consider tuition fees or the expected demand for a program. It just reviews the quality of the curriculum. Ms. Young noted that, because the program is targeted to international students, VCC is not required to offer a cohort if there is not applicable demand, so there is less risk. At the request of the Chair, Tina Chow, Dean of International and Immigrant Education, responded to questions from the Board with respect to specific components of the program, expected demand of same, and the basis for the recommended fees. She noted that a two year program is attractive to international students due to recent changes to Canadian immigration rules, and that recent reports indicate that automotive services is an area where there are jobs available. She also noted that domestic enrolment in the existing programs is declining and discussion ensued with respect to the reason for this.

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

RESOLVED THAT the Board of Governors approves the implementation of the Auto Collision and Refinishing Diploma.

#### **FINANCE AND AUDIT COMMITTEE REPORT**

Mr. McGurk summarized the proceedings at the April 22, 2015 Finance and Audit Committee (FAC) meeting, noting the significant progress that had been made with respect to the budget, and the discussion of tuition fee approvals which were agreed to be deferred to this meeting.

#### **APPROVAL OF 2015/16 ENROLMENT PLAN**

Dr. Nunoda advised that FAC considered the 2015/16 Enrolment Plan at its April 22 meeting and, based on comments received at the meeting, the leadership team is making certain revisions so that the Plan accurately reflects the College's current circumstances, particularly with respect to projected enrolment. A revised report will be presented to the Board at a subsequent meeting.

#### **TUITION FEE APPROVALS**

Ms. Young provided a general summary with respect to the tuition fee approvals being sought, as per the decision notes included in the meeting materials.

#### *Automotive Collision & Refinishing Diploma*

Ms. Young noted that the Automotive Collision and Refinishing Diploma is a unique program that VCC is offering for the first time. As such, consideration must be given to not setting fees at such a high rate that enrolment will be negatively affected. As stated earlier in the meeting, she also noted that because it is an international program, there is less risk for VCC in offering the program. Further, existing facilities will be used, so there is no additional risk in that regard. As such, tuition fees of \$438 per credit are recommended. The Board discussed the proposed fees, taking into account the declining domestic enrolment in the existing programs, as discussed earlier in the meeting, which was attributed to the increased popularity of heavy duty machinery and mechanic programs. Dr. Nunoda and Dean Tina Chow responded to questions from the Board.

UPON MOTION duly made, seconded and carried, with Ms. Haggerty opposing, the following resolution was approved and adopted:

RESOLVED THAT, upon the recommendation of the Finance and Audit Committee, the Board of Governors approves the tuition fee of \$438 per credit for the new Automotive Collision and Refinishing Diploma for both international and domestic students.

*Freezing International Fee Tuition*

The Board discussed the freezing of certain international tuition fees as described in the decision note included in the meeting materials, noting that this matter was discussed extensively at the in camera session earlier in the evening. Dean Tina Chow responded to questions from the Board regarding the appropriateness of blanket freezing across a majority of programs and the effect of fee changes on enrolment.

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

RESOLVED THAT the Board of Governors reverses its motion to increase all international tuition fees by 7% and freeze them at the 2014/15 rates, except for the tuition fees for the Culinary Arts Diploma, the Hospitality Diploma and Baking and Pastry Arts which will each be increased by 2%.

*Dental Hygiene*

Mr. Hodgson opened the discussion with respect to the revision of fees for the Dental Hygiene program, as required by AVED. Discussion ensued with respect to the rationale for revising the fees and how the proposed fees fell within the criteria specified by the Ministry.

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

RESOLVED THAT the Board of Governors reverse the motion to approve the Dental Hygiene implementation of tuition fees of \$21,784 (\$272.30 per credit hour) for the Dental Hygiene Diploma Program and approve the new rate of \$17,120 (\$214 per credit).

**UPDATES**

*Reconfigured Education Plan 2013-2016*

Ms. McGillivray referred to the information note included in the meeting materials with respect to the reconfiguring of the Education Plan for 2013 to 2016. She noted that the Education Plan as approved could not be easily tracked so as to analyze progress. She noted that the Plan originally had six categories, which has now been narrowed to two as per the information note. She advised that the revised Plan has been approved by Education Council and has been provided to deans, directors and department leaders for the purpose of populating key deliverables.

Dr. Nunoda commended Ms. McGillivray on creating a checklist of deliverables, noting he is impressed with the number of things accomplished already.

Ms. McGillivray responded to questions with respect to the components of the Education Plan and what financial metrics will be considered.

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*Educational Memorandums of Understanding*

Ms. McGillivray referred to the information note included in the meeting materials with respect to the Memorandums of Understanding that have been concluded with the Registered Massage Therapist's Association of BC, the Justice Institute of BC, the Vancouver Board of Education (School District # 39) and Burnaby School District # 41. She noted that the MOUs need to be formalized because the College does not want to get too far along in negotiations with another institution and then have internal resistance from EdCo or the Board with respect to the course of action being pursued. The Board accepted receipt of the MOUs for information.

**CONSTITUENCY GROUP UPDATES**

*SUVCC*

Samantha Welsh provided an update with respect to recent activities of the SUVCC, which included the reinstatement of a student services coordinator for the health and dental plan and the appointment of a new student representative to the student appeals committee. The SUVCC is also working to promote yes votes with respect to the transit referendum.

*CUPE*

Mr. Joyce advised that CUPE would not be providing an update at the meeting.

*VCCFA*


Karen Shortt thanked VCC's negotiating committee for their work in connection with completion of the VCCFA Collective Agreement, noting that discussions were professional and respectful. She advised that the Faculty Association continues to advocate for no tuition for ABE. She also provided an update with respect to funding for ABE, noting that the Province has agreed to no longer set a maximum time limit during which students will be eligible for funding, which is a win for students.

**NEXT MEETING**

It was confirmed the next public Board meeting will be held on May 27, 2015 at 6:00 p.m.

**TERMINATION**

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

  
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Angela Blake  
Secretary to the Board