

**MINUTES OF THE PUBLIC MEETING OF THE BOARD OF GOVERNORS
OF VANCOUVER COMMUNITY COLLEGE
HELD ON FEBRUARY 15, 2017 AT THE DOWNTOWN CAMPUS**

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

1. CALL TO ORDER

The meeting was called to order at 5:39 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 and approve/acknowledge receipt of the following items on the consent agenda:

- Agenda – Feb 15, 2017 VCC Board of Governors Public meeting
- Minutes – Nov 16, 2016 VCC Board of Governors Public meeting
- VCCFA Report - Jan 30, 2017
- SUVCC Pledge to Vote Campaign Flyer

3. CHAIRS REMARK'S

- P. Ryan welcomed newly appointed Board Member, Howard Grant and congratulated Todd Rowlatt on his re-election as Chair of Education Council.
- P. Ryan has participated in 2 meetings hosted by BC Colleges. It's a good opportunity to meet counterparts and discuss shared issues.
- The Board held a retreat in November 2016. Topics included updating the VCC's vision statement. More news on this will follow.
- On Jan 27, 2017 a BC Court of Appeal reversed an earlier trial judgment in the trademark case against Vancouver Career College and ordered a permanent injunction restraining Vancouver Career College from using "VCC" and "VCCollege" in its internet advertising. P. Ryan thanked the teams who worked on this case.

4. PRESIDENT'S REMARKS

- Welcomed Howard Grant to the Board.
- Town Halls for students, faculty and staff have been held at the Broadway and Downtown campuses.
- Commended HR team, Employee Engagement Committee and VCC community for obtaining 70% participation in the recent survey.
- Acknowledged first graduates from the Samsung Tech Institute programs. The official opening of this space will take place late Feb.

5. FINANCIAL REPORTING

5.1 Finance and Audit Committee (FAC) Report

The Committee met on Jan 25, 2017. FAC Chair, M. Tourigny and M. Kowalski presented highlights and responded to questions by the Board:

- The Q3 Financial Performance Management, Discussion & Analysis (MD&A) Report for period ended Dec 31, 2016 was presented.
- The Auditor General of BC presented the 2016/17 audit plan. The report will be presented to FAC in April 2017.
- VCC continues to trend above budget. The forecast indicates that VCC is projecting to breakeven, in line with the balanced budget presented in the 2016/17 Integrated College Plan. Tuition revenue is \$1.7 million below budget, but has been offset by higher revenues from other areas, mainly \$443K in contract training.
- The reduction in enrolment was in part due to soft enrolments in the Professional Cook 1 & 2 programs. A second cohort planned for September was cancelled. The Culinary Arts programs are in the process of being redesigned to better meet industry and student needs.
- The next FAC meeting is March 22, 2017.

5.2 Q3 Goals and Objectives Update

The Q3 Goals and Objectives were updated and provided in the meeting materials. M. Kowalski responded to questions by the Board.

- D. Sargent and P. Nunoda spoke to concerns around the delay of the Denturist program. The program is in development after suspending the intake. As with the Dental Tech program, challenges obtaining approval of tuition by AVED and Ministry of Health is anticipated. Commencement is proposed for Sept 2018. Industry partners and students will be kept informed of the status of this program.

6. POLICIES

6.1 Rescind - C.3.9 Degree Standards Policy

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

- In 2008 a working group was developed to revise this policy, but no action was taken.
- K. McNaughton recently discovered and reviewed the recommendations of this committee. Taking into consideration the robust Curriculum Development and Approval Policy C.3.14, along with other recent work on educational policies, it was recommended to the Education Policy Committee that C.3.9 Degree Standards Policy be rescinded.
- Community feedback was requested and there was no response. Education Council are recommending the Board rescind this policy.

UPON MOTION duly moved, seconded and unanimously resolved:

THAT, on the advice of Education Council, the Board of Governors rescinds the C.3.9 Degree Standards Policy.

7. NEW PROGRAMS AND TUITION

7.1 Pre-Health Sciences Diploma

Decision Notes for the program implementation and tuition were provided in the meeting materials. T. Rowlatt and D. Sargent provided highlights and responded to questions by the Board.

- Pre-Health Sciences Certificate programs have been successful in Ontario. The School of Health Sciences partnered with the School of Arts and Sciences to develop the certificate program that packages new college level courses into an 8 month certificate program.
- There are currently no pre-health sciences programs in BC specifically designed to help prepare students for college level health sciences programs. VCC's program
- Two seats in VCC's Health Sciences programs (except BScN and Dental Hygiene) will be held for graduates of the Pre-Health Sciences program.
- VCC is exploring the opportunity of offering this as a "dual credit" program to high school students.
- EdCo reviewed the curriculum in Jan 2017 and had no significant concerns. The program was approved for recommendation to the Board.
- FAC reviewed the tuition proposal on Jan 25, 2017. Concerns around block funding and sustaining the program were satisfied. The proposed tuition will cover all program operating costs, including 38% overhead and provides a 3% profit of \$7,008 for each cohort. FAC approved the tuition for recommendation to the Board.
- The elective component was explained. It's separate to allow students more flexibility in choosing an elective. It could be taken at another institution and the credit transferred to VCC.
- J. Crawford and D. Kong supported the lower tuition proposal, Option 1. FAC do not recommend this option.

UPON MOTION duly moved, seconded and unanimously resolved:

THAT, on the advice of Education Council, the Board of Governors approves the new Pre-Health Sciences Certificate program.

UPON MOTION duly moved, seconded and resolved:

THAT, on the recommendation of the Finance and Audit Committee, the Board of Governors approves the implementation of tuition fees of \$3,787 for the new Pre-Health Sciences Certificate Program, effective September 5, 2017.

Opposed: D. Kong & J. Crawford

7.2 New credential: Computer Aided Drafting (CAD) and Building Information Modelling (BIM) Technician Diploma.

Decision Notes for the program implementation and tuition were provided in the meeting materials. T. Rowlatt, B. Griffiths and M. Tourigny provided highlights and responded to questions by the Board.

- The diploma is a valuable credential for students in these fields. It provides them with a second speciality.
- It expands on BIM skills, as well as practicing 3D Integrated Design Process (IDP) and utilizing Integrated Project Delivery (IPD).
- Complies with the diploma accreditation criteria from the Applied Science Technologists and Technicians of BC (ASTTBC).

- EDCO approved the curriculum and recommends the Board approve the implementation of the program.
- FAC reviewed the tuition proposal at a regular meeting on Jan 25, 2017. Questions around the financial analysis were satisfied. There is high demand for this program and the PAC support its redesign.
- 2 seats are held for international students. International tuition will be set following the approval of domestic tuition. There's already an indication that the first cohort will be full. If there's attrition in the program or enrolment is low, the program would breakeven at 13 students.
- The proposed tuition will fully recover all direct and indirect costs and generate 10.0% net contribution to VCC. FAC approved the tuition for recommendation to the Board.
- Concerns around generating revenue from tuition were responded to by P. Nunoda and M. Kowalski. The recommendations for tuition include the logic that the programs must be sustainable. The future of the program is considered. The revenue is for the reinvestment in curriculum development. VCC are exploring other opportunities to generate revenue.
- It was clarified that the next complete review of the program will take place in approx. 5 years. This information is useful in understanding the logic around setting tuition, as with taking into consideration the annual 2% cap on tuition increases. The Program Review Policy is currently under review.
- The program review process will added to the agenda for discussion at the next Board retreat.

UPON MOTION duly moved, seconded and unanimously resolved:

THAT, on the advice of Education Council, the Board of Governors approves the implementation of the new Computer Aided Drafting (CAD) and Building Information Modelling (BIM) Technician Diploma.

UPON MOTION duly moved, seconded and resolved:

THAT, on the recommendation of the Finance and Audit Committee, the Board of Governors approves the implementation of the following tuition, effective September 5, 2017, for Year 2 of the new CAD and BIM Technician Diploma:

- \$5,744 (\$191.45 per credit) – Year 2 (30 credits)

Opposed: D. Kong & J. Crawford

7.3 UT Courses - Engineering Certificate (UBC Option)

A Decision Note for the tuition was provided in the meeting materials. M. Tourigny and D. Wells responded to questions by the Board.

- FAC reviewed the tuition proposal on Jan 25, 2017.
- Current Engineering and Computing UT certificates courses for SFU have been successful. These new courses will open a pathway to students who have expressed interest in attending UBC.
- The recommended tuition option provides financial stability by generating 34% net contribution to VCC overhead, while ensuring individual course costs between UBC and SFU streams are not unfair. FAC approved the tuition recommendation for Board approval.
- Clarification on the courses required for the UBC stream was provided by D. Wells and the calculation of the tuition per credit was explained.

- Concern was expressed around implementing tuition that reflects VCC's values of being accessible. VCC is not a University. There's an expectation that a community college would have more reasonable tuition rates.
- The proposal considers the sustainability of the program. The remaining courses in this program currently under funded. With the UBC stream being approximately 25% smaller than SFU, it will likely take a couple of years to reach full capacity.

UPON MOTION duly moved, seconded and resolved:

THAT, on the recommendation of the Finance and Audit Committee, the Board of Governors approves the implementation of tuition of \$283 per credit for the new University Transfer (UT) Courses required for satisfaction of the proposed Engineering Transfer Certificate (UBC Option), effective May 1, 2017.

Opposed: D. Kong & J. Crawford

7.4 New credential: Culinary Arts (International Cohort) Diploma program

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

- The program was implemented in 2013 and although student satisfaction is high, areas of improvement were identified from feedback received from students, agents, the International Education department and culinary faculty.
- With the implementation of new Professional Cook 1 and Professional Cook 2 programs in September 2016, it was decided to incorporate components of these courses into the curriculum for the International Culinary Arts program.
- Benefits include offering more theoretical and skills development early in the program, downtown campus experience and integration with domestic students for four months of the program.
- EdCo approved the curriculum for recommendation to the Board in Jan 2017.

UPON MOTION duly moved, seconded and resolved:

THAT, on the advice of Education Council, the Board of Governors approves the new Culinary Arts (International Cohort) Diploma program.

8. EDUCATION COUNCIL CHAIR REPORT

T. Rowlatt presented the report in the meeting materials.

9. PRESENTATION: Library, Teaching & Learning Services

As the first in a series of presentations to the Board by VCC Dean's and Directors, Dean, Shirley Lew, presented the Library, Teaching & Learning Services portfolio.

The presentation was well received by the Board.

10. CONSTITUENCY REPORTS

10.1 CUPE LOCAL 4627

There was no representative from CUPE Local 4627.

10.2 Vancouver Community College Faculty Association (VCCFA or FA)

VCCFA President, K. Shortt addressed the Board, highlights included:

- Welcomed new Board Member Howard Grant and spoke highly to the appointment of Dr. Jane Shin, local MLA and ex-VCC faculty member, in the role of Dean of Student Development.
- Congratulated VCC on the trademark case appeal win.
- Impressed with the transparency around the results of the Engagement Survey at recent Town Halls.
- Reviewed the Board package and the FA are happy that VCC is looking at the “long game”.
- Happy to see an agreement in principle for rescinding 15 faculty layoffs.
- Invitations were handed out to an upcoming FA event on social justice in education.

10.3 Student Union of Vancouver Community College (SUVCC)

SUVCC Executive Director, T. Ottahal, addressed the Board. Highlights included:

- Welcomed new board member Howard Grant and introduced Jonelle Davies as Interim SUVCC Executive Director, covering her maternity leave.
- SUVCC continue to advocate for accessible education, building campus community and making members lives easier.
- “Don’t close the doors” campaign is advocating for the reinstatement of ABE funding and free tuition.
- The flyer for the SUVCC campaign titled “Students Are Voting” was provided in the meeting materials. The campaign goal is to deliver 7,000 student pledges to vote to government.
- Continue build the on-campus community. Upcoming events include puppy therapy and free lunch with local community organisation SUCCESS, to talk about services for student refugees.
- SUVCC health plan members now have access to legal services.
- Student currently have access to subsidized transit with the U-Pass program. The SUVCC will be meeting with the Ministry to discuss extending contract.

11. NEXT MEETING

The next Board of Governors Public Board meeting will be held on April 5, 2017.

12. MEETING ADJOURNED

There being no further business, the meeting adjourned at 7:23 p.m.

APPROVED AT THE APRIL 5, 2017 PUBLIC MEETING:



Pam Ryan
Chair, VCC Board of Governors