

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

<b>Board Members:</b>	Pam Ryan (Chair), Dee Dhaliwal, Brenda Aynsley, Howard Grant, Erin Klis, Garth Manning, Tarun Puri, Zahra Hashemi
<b>Ex-Officio:</b>	Peter Nunoda (President & CEO), Todd Rowlett (EdCo Chair)
<b>Board Secretary:</b>	Deborah Lucas
<b>Staff Resources:</b>	Marlene Kowalski, Kathryn McNaughton (VP's)
<b>Guests:</b>	Constituency Group Representatives, G. McIvor, Dean, Continuing Studies
<b>Regrets:</b>	Chloe Lau, Mike Tourigny (Board Members)

### **1. CALL TO ORDER**

The meeting was called to order at 5:34 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 November 15, 2017 Public Board meeting agenda with the following changes:

- Add item 8.2 – A.3.2 Policy Development & Maintenance Policy

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

- 2.1** Minutes – Sept 27, 2017
- 2.2** VCC News & Events – Oct 2017
- 2.3** VCCFA Report

### **3. CHAIR'S REMARKS**

P. Ryan:

- Congratulated Board member's G. Manning and E. Klis on their re-election for a 3-year term.
- Welcomed newly elected Student Representatives T. Puri and Z. Hashemi.
- Thanked outgoing Board member H. Grant for his contribution to the Board.
- Advised that nominees for Board vacancies have been submitted to AEST for potential appointment in the new year.

### **4. PRESIDENT'S REMARKS**

P. Nunoda:

- Thanked H. Grant for his contribution to the Board.
- Thanked the organisers of VCC Day, which took place on Oct 31, 2017. It was well attended. The "Dragon's Den" event proved to be a great success. Great initiatives were pitched to the Senior Executive. As it's the year of innovation, VCC will continue to provide forums for new ideas to be presented.

### **5. CONSTITUENCY GROUP UPDATES**

#### **5.1 CUPE Local 4627**

There was no report from CUPE Local 4627.

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

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

- Thanked H. Grant for his contribution to the Board.
- In reference to the forecasted surplus, concern was expressed that it was primarily due to an increase in international student enrolment and hopes that the government will provide more tuition funds to assist domestic students.
- Highlighted that the consultation process for the revision of Policy C.3.3 was thorough and much appreciated.

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

Board Student Representative, T. Puri presented the SUVCC report:

- The SUVCC fee referendum passed successfully with 81.5% of members voting in favour. It will commence Sept 2018 and will go a long way in providing stability for the Students' Union and better services for its members.
- Following the SUVCC Board election in Oct. The new board completed a training session that covered internal governance, director's rights and responsibilities and planning for the year.
- SUVCC are currently lobbying the government for more investments in the BCCampus program, to produce more OER resources. They're happy to hear of the investments and supports many VCC faculty members are giving in order to provide these resources to their students.

## 6. FINANCE

### 6.1 Finance & Audit Committee (FAC) Report

The Committee met on Oct 25, 2017. In the absence of the FAC Chair, P. Ryan presented the report:

- The MD&A Financial Performance for period end Oct 31, 2017 was presented:
- Revenue for the period is \$300K above budget, while expenses are below by \$2.1M. These numbers reflect the change in the provincial funding model for ABE/AEL.
- The net surplus for the period is \$662K.
- The 2017/18 forecast projects a surplus of \$351K. Revenue is forecasted to be \$106.3M, which is \$1.6M below budget and mainly due to decrease in revenue in ABE and EAL. However, it is offset by \$2.4M in lower expenses.
- FAC reviewed the tuition proposal for the new Early Childhood Care & Education (ECCE) Post-Basic Diploma program and approved its recommendation to the Board.
- Management provided an update on the development of a Campus Master Plan. With the assistance of PartnershipBC and funded by AEST, the Request for Proposal (RFP) will be developed in the New Year.

## 7. TUITION AND NEW PROGRAMS

### 7.1 New Program & Tuition: Early Childhood Care and Education (ECCE) Post-Basic Diploma

T. Rowlatt provided a summary of the Decision Note included in the meeting materials.

- The redesigned ECCE program offers two laddered programs, the ECCE Basic Certificate (which has undergone minor revisions) and the ECCE Post-Basic Diploma, which encompasses both specialties, Infant Toddler and Special Needs.
- The Post-Basic Diploma aligns with sector standards and covers integrated competencies from both specialty areas, resulting in a higher level of professional competence for graduates.
- The program is part-time, which appeals to VCC's student demographic. VCC would require an on-site daycare facility, to run a full-time program.

- The option to exit after completing the ECCE Certificate, allows students to get into the workplace and return to VCC, within 5 years, to complete the Post-Basic Diploma. In addition, graduates of the Post-Basic Diploma will receive two certifications from the Ministry within a shorter period of time than they would in VCC's current diploma programs.
- The Program Advisory Committee fully support this new credential and EdCo approved the program on Nov 14, 2017 and recommend it for Board approval.

UPON MOTION duly moved, seconded and unanimously resolved:

THAT, on the advice of Education Council, the Board of Governors approve the implementation of the Early Childhood Care and Education Post-Basic Diploma.

- FAC reviewed and approved the proposed tuition and recommend it for Board approval.
- The Board enquired about additional fees for students who wish to ladder into the diploma program. It was clarified by G. McIvor that students would register separately for each program. Implementing a waiver for students who wish to transition to the diploma program has not been discussed at this stage.

UPON MOTION duly moved, seconded and resolved:

THAT on the recommendation of the Finance and Audit Committee, the Board of Governors approve tuition of \$6,254 for the Post-Basic courses, as a portion of the new Early Childhood Care & Education Diploma Program, effective January 2, 2018

**Not in favour – T. Puri**

### **8.1 C.3.3 Suspension and/or Discontinuance of Programs Policy and Procedures**

T. Rowlatt summarised the Decision Note in the meeting materials and responded to questions:

- The policy establishes a respectful process for the suspension and possible discontinuance of programs at VCC. It was last reviewed in 2004.
- The proposed revisions set up a clear process for meaningful consultation and decision-making, including if a program is suspended, after two years the program must return to EdCo and the Board for a decision regarding program discontinuance.
- Extensive consultation has taken place with the VCC community and Education Policy Committee. EdCo approved the revised policy and recommend it for Board approval.
- The Board were appreciative of the extensive consultation and earlier comments from the VCCFA.

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 this meeting, revised C.3.3 Suspension and/or Discontinuance of Programs Policy and Procedures.

### **8.2 A.3.2 Policy Development & Maintenance Policy**

Governance Committee Chair, D. Dhaliwal presented this item to the Board. It was inadvertently missed from the agenda. T. Rowlatt provided a summary of key changes.

- The revisions to the policy include streamlining the process, clearly defining the policy review body, extending community consultation to 15 days and a new clause that allows for minor changes to be made e.g. change of title.
- The revised policy and Decision Note will be distributed to the Board for approval by Consent Resolution.

## **9. BOARD COMMITTEE REPORTS**

### **9.1 Human Resources Committee Report (HRC)**

No Report. HRC has not met.

### **9.2 Governance Committee (Gov Com)**

The Governance Committee met on Nov 8, 2017. D.Dhaliwal confirmed that in addition to item 8.2, on the recommendation of the Committee, the Board approved the tool and process for evaluating the effectiveness of the Board. It will be rolled out in spring 2018.

## **10. PRESENTATION**

As part of a series of portfolio/department presentations to the Board, VCC Registrar, Dave McMullen, presented an overview of the Office of the Registrar. The presentation was well received.

## **11. OTHER BUSINESS**

### **11.1 Board of Governors Correspondence**

- Nominees for Board vacancies have been submitted to AEST.

## **12. NEXT MEETING**

The next Board of Governors Public Board meeting will be held on February 7, 2018.

## **13. ADJOURN**

There being no further business, the meeting adjourned at 6:42 p.m.

### **APPROVED AT THE FEBRUARY 7, 2018 PUBLIC MEETING:**



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