



VANCOUVER COMMUNITY COLLEGE BOARD OF GOVERNORS PUBLIC MEETING MINUTES

September 30, 2020

6:00 p.m. Zoom Video Conference

ATTENDANCE

Board Members

Joey Hartman (Chair, Board/HRC)
Libby Davies (Vice Chair)
Mike Tourigny (Chair, FAC)
Garth Manning (Chair, Gov Com)
Erin Klis
Mahin Rashid
Nadia Belokopitov (REGRETS)
Navreet Kaur Thind
Rene-John Nicolas
Seung Oh
Shobha Rajagopalan
Sue Hammell

Staff Resources

Deborah Lucas	Executive Assistant, Board of Governors
Clodine Sartori	VP, People and Culture (Acting)
David Wells	VP, Academic & Applied Research
Ian Humphreys	VP, Admin & International Development
Jane Shin	VP, Students & Community Development (Interim)
Elmer Wansink	AVP, IT & CIO
Clayton Munro	AVP, Student & Enrolment Services (Interim)
Jamie Choi	ED, Finance & CFO
Karen Wilson	ED, Marketing & Communications
Claire Sauvé	Dean, Continuing Studies (Interim)

Ex-Officio

Ajay Patel	President & CEO
Elle Ting	Chair, Education Council

Guests

Taryn Thomson	President, VCCFA
Chris Joyce	President, CUPE Local 4627
Sydney Sullivan	Executive Director, SUVCC

VCC recognizes and acknowledges the Musqueam, Squamish and Tsleil-Waututh people, on whose traditional and unceded territories we live, learn and work.

1. CALL TO ORDER, LAND ACKNOWLEDGEMENT & OPENING REMARKS

- J. Hartman called the meeting to order at 6:03 p.m., presented the land acknowledgement and opening remarks:
 - Thanked board members for attending the Special Board meeting for approval of Institutional Accountability Plan and Report and 5 Year Capital Plan on Sept 9, 2020.
 - Bid farewell and thanked outgoing board members Garth Manning, Erin Klis and Navreet Kaur Thind, for their service.
 - Highlighted election in progress, for positions on the Board and Education Council. Voting closes on Oct 13, 2020. New members commence Nov 1, 2020.
 - Highlighted events: Orange Shirt Day (Sep 30, 2020) and Spirit in Sisters Virtual Vigil (Oct 4, 2020). VCC continues working towards one of its core mandates of indigenization.

2. APPROVAL OF AGENDA AND CONSENT AGENDA

MOTION: THAT the VCC Board of Governors approve the Sep 30, 2020 agenda and approve/acknowledge receipt of the following items on the consent agenda:

- 2.1 Minutes: Jun 24, 2020 Public Meeting
- 2.2 Minutes: Sep 9, 2020 Special Public Meeting
- 2.3 Info: International Tuition - Network Security Advanced Certificate Program
- 2.4 Board Correspondence
- 2.5 News & Events
- 2.6 VCCFA Report

Moved, Seconded & CARRIED (Unanimously)

3. ACTION TRACKER

ACTION - Brought forward from June 24, 2020		WHO	UPDATE
1.	Circulate SUVCC Call to Action statement regarding suspension to tuition increases.	D. Lucas	COMPLETED – Sent by email July 3, 2020, with response from VCC Board Chair.

4. COVID-19 UPDATE

- A. Patel acknowledged the VCC community for making the start of the fall semester a success. Students were commended for continuing to be flexible, understanding and committed to learning.
- S. Aulakh informed the Board that Go Forward plans have been developed. The various committees were thanked for their diligent work in executing these plans. Particularly, for the expeditious delivery of Go Forward plans to support international students and the service areas. The committees were acknowledged for ensuring the safety and security of students and staff is always prominent in the operationalization of plans.
- The expertise of the Joint Occupational, Health & Safety Committee is used to ensure appropriate implementation of plans, taking onboard necessary feedback.
- The Emergency Operations Committee (EOC) meets every 2 weeks and continue to monitor the situation.
- The Board acknowledged and thanked S. Aulakh, the leadership team and everyone who has worked hard to ensure the safety of staff and students at VCC during this challenging time.

5. CONSTITUENCY GROUP UPDATES

5.1 CUPE Local 4627

- CUPE Local 4627 President, C. Joyce informed the Board that members ratified the Collective Agreement Memorandum of Settlement on Sep 16, 2020 and it was subsequently approved by Post-Secondary Employers' Association (PSEA).
- 5 new executive members were elected at the Sep 30, 2020 Annual General Meeting.

5.2 Vancouver Community College Faculty Association (VCCFA)

- VCCFA President, T. Thomson addressed the Board and summarized the written report in the meeting materials.
- In response to the LINC matter, J. Hartman stated that the Board had received information on this matter and after consideration, it was determined that this is an operational issue and not in their mandate to debate. It was noted the program continues to be offered.

5.3 Student Union of Vancouver Community College (SUVCC)

- Executive Director, S. Sullivan addressed the Board. Highlights of the report included:
 - Working with the college on upcoming SUVCC, Board of Governors and EdCo elections.
 - Working with other student unions on the *Get Out the Vote* campaign. Students complete an online pledge and at the same time can select from options of key issues, which is communicated to the candidates in their riding. Big issues include: affordable education and access to education; climate change; reconciliation & indigenization; anti-racism; housing; child care. It is a non-partisan campaign to highlight what students care about and to let candidates know that youth are voting.
- J. Hartman informed S. Sullivan that the letter dated Sep 2, 2020, pertaining to VCC policy on international tuition fees, has been taken under advisement by the Governance Committee.

6. EDUCATION COUNCIL (EdCo)

6.1 EdCo Chair Report

- EdCo Chair, E. Ting, provided highlights of the report included in the meeting materials.

7. FINANCE AND AUDIT COMMITTEE (FAC) REPORT

7.1 Chair's Report

- Finance and Audit Committee met on Sep 16, 2020.
- For information FAC were presented:
 - Tuition: Network Security Advanced Cert International Program (Consent Agenda Item 2.3)
 - Financial Performance: Period End Jul 31, 2020 (Item 7.2)
- FAC approved:
 - Statement of Financial Information (SOFI) Year End Mar 31, 2020
 - Revisions to Policy B.1.10 Spending & Signing Authority (Agenda item 7.3)
 - 3 x Request For Proposal (RFP) & Award of contract for:
 1. Security Services
 2. Desktop infrastructure upgrade to Desktop as a Service (DaaS)
 3. Migration of VCC's Data Center to the Cloud.All RFP items were subsequently approved by the Board.
- The next Finance and Audit Committee meeting is November 4, 2020.

7.2 Financial Performance (Period End Jul 31, 2020)

- The financial performance report was presented in the meeting materials.
- An approximate \$5M deficit is forecasted for year end Mar 31, 2021.
- Whereas the college is under-performing in domestic revenue, year to date, international tuition revenue was higher. The updated tuition revenue forecast report can be expected for review after September enrolment has been confirmed.

7.3 Revised B.1.10 Signing and Spending Authority Policy & Procedures

- B.1.10 was last reviewed in Sep 2018. Main changes are to the Authorization Matrix, which states what positions have signing and spending authority, and to what level.
- The revisions include: clarifying signing vs. spending; allowing a large contract authorized by the Board to be signed by the President or CFO and; clarifying that Supervisors and Program Coordinators have the same signing authority as Department Leaders.
- On Sep 16, 2020, FAC approved the revisions for recommendation to the Board.

MOTION: THAT, on the recommendation of the Finance and Audit Committee, the Board of Governors approve revisions to B.1.10 Signing and Spending Authority Policy & Procedures, as presented.

Moved, Seconded & CARRIED (Unanimously)

8. GOVERNANCE COMMITTEE REPORT

8.1 Chair's Report

- The Governance Committee met with the Board Chair on Sep 9, 2020. A short Pulse Survey was developed on the subject of board meeting operations. It was deployed to all board members and the results are being reviewed by the committee for the purpose of updating Board Governance Bylaw G.2.0.
- The next committee meeting is on Oct 7, 2020.
- J. Hartman reiterated that the matter of VCC policy for international tuition fees is being taken under advisement by Governance Committee.

9. HUMAN RESOURCES COMMITTEE (HRC) REPORT

9.1 Chair's Report

- A Special Meeting of the Human Resources Committee (HRC) was held on Sep 24, 2020, for the purpose of ratifying the Collective Bargaining terms and conditions for CUPE Local 4627's Memorandum of Settlement (MOS) and VCCFA's Memorandum of Agreement (MOA).
- A comprehensive overview of Collective Bargaining was presented and the HRC ratified the MOS and MOA. Subsequently, approval by Post-Secondary Employers' Association (PSEA) was granted.
- J. Hartman expressed appreciation for the work of the committees who brought these matters to a conclusion.
- The 2019/20 Executive Compensation Disclosure statement, approved by HRC and Public Sector Employers' Council Secretariat (PSEC), is posted on VCC.ca.

10. OTHER BUSINESS

- No new business

11. NEXT MEETING & ADJOURNMENT

- The next regular Public Board of Governors meeting is on Nov 25, 2020. With no further business, the meeting adjourned at 6:53 p.m.

APPROVED AT THE NOV 25, 2020 PUBLIC BOARD MEETING



Joey Hartman
Board Chair
VCC Board of Governors