

**MINUTES OF THE PUBLIC MEETING OF THE BOARD OF GOVERNORS
OF VANCOUVER COMMUNITY COLLEGE
HELD ON APRIL 6, 2016 AT THE DOWNTOWN CAMPUS**

Board Members: Pam Ryan (Chair), Chloe Choi, Brenda Aynsley, Mike Tourigny, Erin Klis, Garth Manning, Dee Dhaliwal, Kay Vandervalk, Shaima Jaff
Ex-Officio: Peter Nunoda, Todd Rowlatt
Board Secretary: Deborah Lucas
Staff Resources: Marlene Kowalski, Kathryn McNaughton, Karen Wilson, Craig McGuigan
Guests: Karen Shortt (VCCFA), Zachary Crispin (SUVCC), Lindsay Bourne (CUPE Local 4627)
Regrets: Claire Marshall, Sumit Ahuja

1.0 CALL TO ORDER

The meeting was called to order at 5:37 p.m. by P.Ryan. D. Lucas acted as Secretary of the meeting. P. Ryan declared the meeting to be properly called and constituted.

2.0 APPROVAL OF CONSENT AGENDA

The consent agenda was presented.

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

RESOLVED THAT the consent agenda of the April 6, 2016 Board of Governors Public meeting was approved, including the following items:

- Approval of Apr 6, 2016 meeting agenda, deferring the approval of items 5.2, 5.3, 5.4 to after item 6.3
- Approval of minutes of the Feb 24, 2016 VCC Board of Governors Public meeting.
- Info Note: News and Events
- Report: Financial Performance (MD & A) Period End Feb 29, 2016
- Report: VCCFA

3.0 CHAIRS REMARK'S

P. Ryan welcomed new board member Stephen Kukucha and thanked the SUVCC for their warm welcome at the SUVCC Town Hall budget presentation. The VCC Foundation was commended for hosting the Donor Recognition event on Mar 10, 2016 and D. Dhaliwal and C. Marshall were thanked for their participation.

4.0 PRESIDENT'S REMARKS

P. Nunoda welcomed Stephen Kukucha to the Board. The News and Events Info Note in the meeting materials was referenced and the 50th Anniversary event for staff and the Outstanding Alumni Awards, both taking place on April 8, were highlighted.

P. Nunoda spoke to the completion of first VCC Integrated College Plan, paying credit to K. McNaughton, VP, Academic and M. Kowalski, CFO. There is no other institution in the province that has a plan that incorporates business, academic and strategic objectives.

5.1 FINANCE & AUDIT COMMITTEE (FAC) CHAIR REPORT

FAC Chair, M. Tourigny, provided a verbal report of matters arising since the Feb 24, 2016 Board meeting. FAC met on Mar 23, 2016. The financial performance for the period ended Feb 29, 2016 was presented by M. Kowalski. Due to softer enrolments in a number of program areas compared to budget, the deficit of \$1.3 million for the eleven months ending Feb 29, 2016. Compared to prior years, with the exception of the School of Access, forecasted enrolments are expected to trend close to historical numbers. The School of Access is \$1.3M below budget due to the change in funding model to tuition based programming. The forecasted deficit is \$5M and includes one-time; Voluntary Departure Incentives (VDIs) for faculty, Early Retirement Incentive Plans (ERIPs) for CUPE staff, and severance costs associated with the extension of the one-year Learning Instruction for Newcomers to Canada (LINC) program. Funding for the extended LINC contract has been reduced by 8.5% for 2016/17.

The following items were reviewed and approved for recommendation to the Board:

- Integrated College Plan
- Implementation of Student Activity Fee
- Tuition fees for Fashion Design & Production Diploma and Renal Dialysis Citation

5.2, 5.3 & 5.4 2016/17 OPERATING BUDGET & INTEGRATED COLLEGE PLAN

M. Kowalski presented the 2016/17 Operating Budget and Integrated College Plan (ICP) as provided in the meeting materials.

The implementation of the ICP is at the board approval stage and the next step is communication. The post-secondary landscape is changing and the Key Success Drivers (KSD) in the ICP will help VCC meet the challenges and trends in education including; workforce deficits, a decline in youth demographics, pressure on revenues, incorporating work-integrated learning.

The 2016/17 budget was been developed in conjunction with the integrated planning process. The main driver for the budget was the enrolment forecast which was built on the previous year's historical data and a review of current academic programming to determine future relevance and demand.

The enrolment forecast is conservative, but attainable. AVED capped the deficit at \$5M and VCC were required to present a balanced budget. The planning process was consultative with extensive input from VCC community.

The 2016/17 budget is \$106M. The detailed budget was provided in the meeting materials. M. Kowalski summarised the budget assumptions. \$2M has been budgeted for capital investment and new opportunities such as a technology refresh leasing program are being considered as an alternative to purchasing out of date IT equipment.

Senior Executive responded to the Board and EdCo's questions on meeting enrolment targets, commenting that with improved program marketing and the forecasted growth in international programs, they are optimistic that the targets can be reached and hopefully, exceeded. Enrolment will be monitored carefully and reported to the board on a quarterly basis.

K. McNaughton presented the 3 year Academic Plan. The key aspects underpinning VCC's Academic Plan for 2016-2019 are capacity, competition, market, innovation and flexibility.

The Academic Plan incorporates priorities from the elements of teaching, student services, registrar, library and teaching/learning services and applied research. Measures of success will be used to ensure that students are supported academically, personally and in the development of skills that will allow them to be successful. Accessing accurate and timely data, monitoring activities and being able identify VCC's levels of achievement and areas of strengths are what support the plan. As a component of the ICP the Academic Plan is designed to create a foundation for success over the next three years.

G. Manning commented that the plan was robust and the KSD's are clear, but would like it to include a teaching and learning framework as a guide for faculty. K. McNaughton clarified that the plan is the starting point. It's a living document and will be enhanced to reflect concerns on teaching and learning. The plan represents the collaboration of academic leaders at VCC.

Senior Executive clarified that some of the initiatives identified in the deliverables are already in progress and they were dovetailed into the plan.

The decision to approve the Integrated College Plan, 2016/17 Budget and 3 Year Academic Plan was deferred to after item 6.3 at the meeting, so that discussion around tuition fees can take place prior. For the purpose of the minutes, the decisions are below:

2016/17 OPERATING BUDGET

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

THAT, on the recommendation of the Finance and Audit Committee, the Board of Governors approve the 2016/17 Operating Budget as presented at the April 6, 2016 Board meeting.

2016-19 ACADEMIC PLAN & 2016/17 ENROLMENT PLAN

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

THAT, on the advice of Education Council, the Board of Governors approves the 3-Year Academic Plan 2016-2019 as presented at the April 6, 2016 Board meeting.

THAT, on the advice of Education Council, the Board of Governors approves the 2016/2017 Enrolment Plan as presented at the April 6, 2016 Board meeting.

2016/17 INTEGRATED COLLEGE PLAN

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

THAT, on the recommendation of the President, the Board of Governors approves the 2016/17 Integrated College Plan as presented at the April 6, 2016 Board meeting.

6.1 2% INCREASE IN MANDATORY DOMESTIC TUITION

K. Vandervalk commented that the reduction in government funding should be considered when making decisions to increase tuition fees. Students are already facing considerable debt.

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

THAT, on the recommendation of the Finance and Audit Committee, the VCC Board of Governors approves the implementation of a 2% increase in domestic tuition and mandatory fees - Effective August 1, 2016.

6.2 2% INCREASE IN MANDATORY INTERNATIONAL TUITION FEES & NEW INTERNATIONAL CAMPUS RESOURCE FEE

The board requested further information on the Campus Resource Fee. M. Kowalski confirmed that it was implemented for domestic students in September 2015 and its purpose is to cover campus resources provided to students such as classroom technology, teaching equipment and learning resources. The fee collected, since its implementation last year, has yet to be allocated.

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

THAT, on the recommendation of the Finance and Audit Committee, the VCC Board of Governors approves the implementation of the following:

1. 2% increase in international tuition and mandatory fees - Effective August 1, 2016
2. New international Campus Resource Fee (1% of international tuition) for all international programs - Effective August 1, 2016

6.3 NEW STUDENT ACTIVITY FEE

A motion to approve the implementation of a Student Activity Fee was presented to the Board by FAC. FAC's concerns were about the process for allocating funds and selecting activities. These were addressed and they were assured that the process would be collaborative with SUVCC.

K. Vandervalk stated that the student body unanimously voted against the fee at a meeting on Jan 28, 2016 and that the request from students for more on-campus activities is based on old data. Director, Student Services, C. McGuigan spoke to Board about the benefits of implementing a student activity fee and commented that Student Services had consulted with SUVCC.

Benefits:

- Student activities lend to the vibrancy of the institution.
- Be more competitive. Other institutions fund their student activities through this type of fee.
- Establish social and cultural events and activities that draw in VCC's student demographic, including high school and international students.

Concerns:

- Fee may not be relevant for students in short term programs and those not based at the Broadway and Downtown campuses.
- Implementing a new Student Activity fee at the same time as tuition increases is a lot for students to pay.
- A more robust process for implementation is required.
- There is conflict in the opinion that students want more activities.
- SUVCC already arrange on-campus events and activities for students.

FAC made their recommendation based on the information that students expressed the desire for a more vibrant student life and more activities at VCC.

To allow for further discussion on this matter, P. Nunoda withdrew the motion to implement a Student Activity fee.

7.0 GOVERNANCE COMMITTEE (GOV COM) CHAIR REPORT

In the absence of the Governance Committee Chair, D. Dhaliwal provided a Governance Committee update.

Governance Committee met on March 23, 2016 to review Policies:

- A.3.2 Policy Development and Maintenance Policy & Procedures
- A.1.1 Board Meetings
- A.1.2 Student Appeals to College Board

The committee directed the President to undertake the review of the A.3.2. Policy Development and Maintenance Policy with the Senior Executive. The EA to the Board will undertake the review of policy A.1.1 Board Meetings and after A.3.2. has been revised policy A.1.2 Student Appeals will be updated. Gov Com's concern with A.1.2. is the impact on the student if the timeline for the process is too long.

8.0 EDUCATION COUNCIL CHAIR REPORT

EdCo Chair, T. Rowlatt reiterated EdCo's recommendation to approve the 2016-19 Academic and 2016/17 Enrolment Plan and thanked the board for holding a special meeting in May to approve the implementation of two programs, Fashion Design and Production and Renal Dialysis Technician.

9.0 BOARD OF GOVERNORS CORRESPONDENCE

Received letter from AVED on Mar 22, 2016 confirming approval of the deficit.

10.0 CONSTITUENCY GROUP UPDATES

Student Union of Vancouver Community College (SUVCC)

SUVCC Executive Director, Zachary Crispin, highlighted that the union hopes VCC will continue to provide high quality programs for students without increasing fees.

The Student Union's Board of Directors will be working with Marketing on determining upcoming activities for students.

Students were happy to have consultation on the budget.

CUPE Local 4627

CUPE Local 4627 representative L. Bourne presented an update to the board.

Documents were provided to the Board at the meeting (enclosed in the meeting minutes) and a response is expected. There has been no response to the questions CUPE presented at the Feb 24, 2016 board meeting.

L. Bourne provided an update on bargaining. The employer has applied for mediation to assist with the bargaining process.

New Board member, S. Kukucha was welcomed.

P. Ryan clarified that the delay in responding to correspondence was due to her absence.

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

VCCFA President, K. Shortt welcomed S. Kukucha to the Board.

The Administration was commended for their work on the operating budget. It is conservative and their concern is no contingency, but they met with the President and discussed the proposed budget and presented their questions.

K. Shortt expressed concern for Learning Instruction for Newcomers to Canada (LINC) and Adult Basic Education (ABE) program areas. The Federal Government have reduced the funds for the LINC contract by 8.5% which contradicts the message that there is need for English instruction for newcomers to Canada. In addition, it has been brought to the attention of the VCCFA that students are required to pay income tax on the grants they receive. The VCCFA are asking the Board to advocate for these programs.

P. Nunoda commented that Senior Executive is looking at ways to support ABE students who are above the income threshold set by government. On behalf of Management, P. Nunoda thanked the VCCFA for their campaign and agreed that income tax should not be charged on bursaries.

P. Ryan thanked the constituency group representatives for their comments.

11.0 NEXT MEETING

The next Board of Governors Public Board meeting will be held on June 8, 2016.

12.0 TERMINATION

There being no further business, the meeting adjourned at 7.33 p.m.



Pam Ryan
Chair
VCC Board of Governors