



VANCOUVER COMMUNITY COLLEGE BOARD OF GOVERNORS
PUBLIC MEETING MINUTES

June 26, 2019

5:30 p.m. VCC Downtown Campus, Room 420

ATTENDANCE

Board Members

Joey Hartman (Chair, Board/HRC)
Libbv Davies (Vice Chair) (BY PHONE)
Garth Manning (Chair, Governance)
Chloe Lau (Acting Chair, Finance & Audit)
Mahin Rashid
Nadia Belokopitov
Shobha Rajagopalan
Seung Oh
Jennifer Chen

Regrets

Sukhmanjot Singh
Rene John Nicolas
Mike Tourigny
Erin Klis

Ex-Officio

Dr. Peter Nunoda President & CEO
Elle Ting Chair, Education Council

Board Secretary

Deborah Lucas

Staff Resources

Karen Wilson	ED, Marketing & Communications
Clodine Sartori	Acting, VP, People & Culture
Jamie Choi	Interim, VP, Finance & CFO
Ajay Patel	VP, Enterprise & International Development
David Wells	VP, Academic & Applied Research
Dr. Jane Shin	AVP, Student Success
Elmer Wansink	AVP, IT & Chief Information Officer
Claire Sauve	Interim Dean, Continuing Studies
Brett Griffiths	Dean, Trades, Technology & Design
Brian Beacham	Director, Institutional Research

Guests

VCC Faculty Association (VCCFA)	Taryn Thomson
CUPE Local 4627	Chris Joyce or alternate
Student Union of VCC (SUVCC)	No representative

1. CALL TO ORDER & OPENING REMARKS

J. Hartman declared the meeting to be properly called and constituted at 5:44 p.m and presented opening remarks:

- Congratulated the President on his appointment as President of Red Deer College and thanked him for his dedication and service to VCC.
- Congratulated David Wells on his appointment as VP, Academic and Applied Research.
- Highlighted convocation being held on June 27. Board members will be attending.

P. Nunoda:

- Bid farewell to the Board, stakeholders and college community. He expressed thanks for their support during his term as President.

2. APPROVAL OF AGENDA AND CONSENT AGENDA

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

- 2.1 Minutes – May 29, 2019 Board Meeting
- 2.2 2019/20 Board Meeting Schedule
- 2.3 VCC News & Events
- 2.4 VCC Foundation Report
- 2.5 Student Improvement Experience Project Info Note

Moved, Seconded & CARRIED (Unanimously)

3. ACTION TRACKER

ACTION - Brought forward items from May 29, 2019		WHO	COMMENT
1.	Create a framework for international student experience evaluations and advise the Board.	Management	Jun 26, 2019: PENDING

4. CONSTITUENCY GROUP UPDATES

4.1 CUPE Local 4627

- C. Joyce, CUPE Local 4627 President, addressed the Board, providing an update on Bargaining. Members have ratified Bargaining demands and with the Collective Agreement term ending on September 30, 2019, CUPE are ready to begin negotiations with Management.

4.2 Vancouver Community College Faculty Association (VCCFA)

- T. Thomson, VCCFA President, addressed the Board and summarized the report, which was included in the meeting materials.
- On June 13, 2019 T. Thomson addressed the Standing Committee of Finance and raised issues affecting Adult Basic Education students and the impact of continued reduced base funding. Urging the government to review how VCC and other community colleges are funded.
- K. Wilson responded to questions regarding marketing ABE, stating the college meets the government mandate for ABE. \$60K was allocated for marketing ABE when the funding model changed, which was also supported by a large government campaign.
- For the upcoming Presidential Search, the VCCFA is ready to participate fully in this undertaking.

4.3 Student Union of Vancouver Community College (SUVCC)

- No representative.

5. BOARD COMMITTEE REPORTS

5.1 Governance Committee (Gov Com)

- The Governance Committee met on June 17, 2019.
- The committee reviewed revisions to D.1.4 Curriculum/Educational/Institutional Materials Created within the College Policy and Procedures and will be presenting it for joint approval, with EdCo, at the meeting.
- The annual board evaluation took place in May. The committee developed a high level report which has been presented to the Board. Further discussion around areas for improvement and opportunities will take place in September.
- The next Governance Committee meeting is scheduled for Sept 17, 2019.

5.2 Human Resources Committee (HRC)

- HRC Chair, J. Hartman, stated that a meeting is being scheduled for board members and constituency groups regarding the hiring an interim president. The Board recognise the importance to move forward quickly, ensuring sufficient overlap with P. Nunoda, whose last day is Aug 31, 2019.
- Following consultation with stakeholders, HRC will make a recommendation to the full Board.

5.3 Finance & Audit Committee (FAC)

- The Finance and Audit Committee met on June 12, 2019. The committee reviewed and approved for recommendation to the board:
 - New tuition: Gladue Report Writing Certificate Program
 - New domestic mandatory fee: Electude e-book for Automotive Service Technician (AST) programs
- The next FAC meeting is on Sept 11, 2019.

6. 2018/19 INSTITUTIONAL ACCOUNTABILITY PLAN & REPORT

- The Accountability Plan and Report has been prepared in accordance with the Accountability Framework Standard Manual and Guidelines, published in March 2019.

MOTION: THAT the VCC Board of Governors approves the VCC Accountability Plan and Report 2018/19 Reporting Cycle as presented on June 26, 2019.

Moved, Seconded & CARRIED (Unanimously)

7. PROGRAMS, TUITIONS AND FEES

7.1 New Program: Gladue Report Writing Certificate

7.1.1 Implementation of Credential & 7.1.2 Implementation of Tuition

- This Continuing Studies program is unique within Canada, with the exception of a short online course (18 hours) delivered by the Indigenous Perspectives Society.
- Gladue Report Writers work as independent contractors. The main source of funding for Gladue Reports in BC is Legal Services Society (LSS). FAC had questions around demand for the service and was advised that independent lawyers and other organisations also contract report writers. VCC intends on having national reach with this program, once it can be delivered online, which is in development.
- VCC are working with LSS to find local instructors, so the tuition fee incorporates an anticipated one-time implementation cost of \$15,000 for travel expenses for the founding instructor to deliver the first session, which has been pro-rated as a departmental expense at \$5,000 per year for the first three years of program delivery.
- The Program Advisory Committee (PAC) for the program has indicated that demand for Gladue reports is expected to increase throughout BC and Canada in the upcoming years.
- The curriculum has been reviewed and approved by Curriculum Committee and Education Council, with the comment that material covered in the program could be triggering for some learners and counselling support services must be prepared. This support could be offered by indigenous Elders.
- FAC agreed with the proposed tuition of \$5,188 per student. This option provides financial stability and a 10% net contribution to VCC overhead.

MOTION: THAT, on the advice of Education Council, the Board of Governors approve the implementation of the Gladue Report Writing Certificate credential.

Moved, Seconded and CARRIED (Unanimously)

MOTION: THAT, on the recommendation of the Finance and Audit Committee, the Board of Governors approve tuition of \$5,188 for the Gladue Report Writing Certificate Program, effective June 26, 2019.

Moved, Seconded and CARRIED (1 Abstained: G. Manning)

7.2 New Mandatory Fee: Electude ebook Automotive Service Technician (AST) Programs

- FAC reviewed the new mandatory ebook fee for domestic and international students in VCC's Automotive Service Technician (AST) programs. Electude is one of the best learning platforms in the automotive industry. VCC wants to implement teaching and training platforms that transform the learning experience for both students and faculty. Initial trials indicate improved learning outcomes.
- Students will purchase vouchers from VCC to access the platform. \$135 one year voucher for domestic students. \$265 two year voucher for international students.
- As per tuition policy, College Administration set international fees, therefore, these fees are presented to the Board for information only.
- FAC agreed with the proposed mandatory domestic fee of \$135 for a one year Electude voucher, which will recover associated costs and a small contribution to VCC's overhead.

MOTION: THAT, on the recommendation of the Finance and Audit Committee, the Board of Governors approve the implementation of the new Electude e-book mandatory domestic fees for Automotive Service Technician Programs, effective June 26, 2019:

- One year voucher – Electude ebook fee of \$135 per student

Moved, Seconded and CARRIED (Unanimously)

8. POLICIES

8.1 Revised - D .1.4 Curriculum/Educational /Institutional Materials Created within the College

- Revisions to D.1.4 were recommended for approval by Education Council and Governance Committee. This policy explains the ownership of copyright/patent rights as these apply to “curriculum, educational, institutional, creative and other materials created by [VCC] employees”.
- The policy and procedures have been revised to update the format to align with College standards. The definition of materials has been made clearer and the policy principles and procedures have also been revised to address specifically the respectful use of indigenous knowledge, with reference to Article 31 of the United Nations Declaration on the Rights of Indigenous Peoples.
- Prior to Board approval, C. Sartori requested that consultation between Human Resources (HR) and VCCFA take place to discuss EdCo's decision that work completed on professional development (PD) time would be covered under the assigned duty exception to College ownership.
- The Board's decision was tabled, pending consultation between HR and VCCFA.

MOTION: THAT, the Board of Governors refer revisions to D.1.4 Curriculum/Educational/Institutional Materials Created within the College Policy and Procedures to the VP, People & Culture and, in consultation with Vancouver Community College Faculty Association, report back to the Board at the next possible meeting.

Moved, Seconded and CARRIED (Unanimously)

9. EDUCATION COUNCIL

9.1 2020/21 Academic Schedule

- E. Ting presented the 2010/21 Academic Schedule. It was developed in consultation with Deans and Department Leaders.
- The Academic Schedule identifies important dates in VCC students' academic lives including, but not limited to, the following: deadlines for payment and adding/dropping courses; refunds; registration in courses/programs; application for graduation; closures and statutory holidays.
- It was approved by Education Council on June 11, 2019. In accordance with Section 23(1) College and Institute the academic plan requires annual approval by the Board.

MOTION: THAT, on the advice of Education Council, the Board of Governors approve the 2020-2021 Academic Schedule, as presented on June 26, 2019.

Moved, Seconded and CARRIED (Unanimously)

10. PRESENTATION

Indigenous Education and Community Engagement Department Update

Associate Vice President, Jane Shin, presented an update on the review of services supported by the Indigenous Education and Community Engagement Department.

11. OTHER BUSINESS

11.1 Board of Governors correspondence

- Letter of resignation, President Nunoda
- Notice of board member reappointment & Order In Council for M. Rashid, S. Rajagopalan, L. Davies. New terms end on July 2021.
- Notice of new appointment & Order in Council for Sue Hammell. Term ends Jul 31, 2020.

12. NEXT MEETING & ADJOURNMENT

The next Board of Governors Public Board meeting will be held on September 25, 2019. There being no further business, the meeting adjourned at 7:18 p.m.

APPROVED AT THE SEPTEMBER 25, 2019 PUBLIC BOARD MEETING



Joey Hartman
Chair, VCC Board of Governors