April 7, 2016

Ms. Pamela S. Ryan  
Chair of the Board  
Vancouver Community College  
1155 East Broadway  
Vancouver BC V5T 4V5

Dear Ms. Ryan:

On behalf of the province of British Columbia, I would like to thank you for your leadership and the contributions made by Vancouver Community College over the past year. We recognize the efforts made in supporting the strategic actions identified in the 2015/16 Mandate Letter, which continue to be priorities this year.

In 2014, Government established a common set of principles for British Columbia public sector organizations. The intent of the Taxpayer Accountability Principles is to strengthen accountability and promote cost control. These principles instill a common frame of reference to inform decisions and ensure that the actions taken and services provided meet public policy objectives established by Government on behalf of British Columbians. All public sector organizations are expected to understand the responsibility they have to British Columbians and how it is complementary to the fiduciary duty to their organizations.

This Mandate Letter provides the Government’s strategic priorities and key performance expectations for the 2016/17 fiscal year for your institution.

Respect for the taxpayer through affordable public policies is a core Government value. It is critical that public post-secondary institutions operate as efficiently as possible, to ensure British Columbians are provided with the highest-quality programs and services. This requires constant focus on maintaining a cost-conscious and principled culture through the efficient and effective delivery of programs and services that stand the test of public scrutiny and help develop a prosperous economy in an environmentally sustainable manner. The foundation of this work is the commitment by Government to control spending and balance the budget.

Government is responsible for providing funding, setting the legislative, regulatory and public policy frameworks in which public post-secondary institutions operate along with establishing the Institution’s mandate. This includes the following statutory provisions:
Sections 5 and 6 of the *College and Institute Act.*

- In meeting the needs of its designated region, a college provides adult basic education, English as a second language and adult special education programs. It also provides first and second years of study of baccalaureate degree programs, as well as career, technical, trades and continuing education programming. A college may also offer applied baccalaureate degree programming. Further, a college supports community economic development.

Within the terms of the legislation, Vancouver Community College will, in fulfilling its mandate, consider strategic priorities of Government when allocating institutional resources.

Specific strategic priority actions of Government for 2016/17 are:

- Develop and implement an updated Skills Gap Plan, in alignment with priorities of the BC Skills for Jobs Blueprint;
- Continue to deepen BC’s talent pool, in support of the #BCTECH strategy, ensuring opportunities for students in the technology sector;
- Work in partnership with the Government and Aboriginal communities, organizations and institutes to implement the Aboriginal Post-Secondary Education and Training Policy Framework and Action Plan to increase the participation and success of Aboriginal learners;
- Continue to deliver on the goals of the International Education Strategy including pursuing opportunities to advance the two-way flow of students;
- Collaborate with the Ministry on the development of a common application system for all public post-secondary institutions in the province;
- Meet or exceed the financial targets identified in the Ministry’s three-year Service Plan as tabled under Budget 2016, including maintaining balanced or surplus financial results; and
- Continue to maximize the efficient use of public post-secondary administrative resources through the Administrative Service Delivery Transformation initiative.

To achieve this, several actions as detailed in the 2014 Taxpayer Accountability Principles transition letter, are to continue to be implemented and refined, such as, on-going orientation, the joint strategic engagement plan, and the evaluation plan. For information on the Principles, please see [http://gov.bc.ca/crownaccountabilities](http://gov.bc.ca/crownaccountabilities).

Government is committed to continuing to strengthen the relationship between Government and public post-secondary institutions. This strong focus on increased two-way communication supports and ensures a common understanding of Government’s expectations and institutional priorities. As such it is important that each of us advise the other in a timely manner of any issues that may affect Vancouver Community College and/or the interests of Government. This is critical to building trust and the effective delivery of public services, including information on any risks to achieving financial forecasts and performance targets.
As public post-secondary institutions that receive funding from the Government, institutions are expected to conduct their affairs in a manner consistent with the legislative, regulatory and policy framework established by Government and share in upholding the Taxpayer Accountability Principles. This includes:

1. Adhering to the policy, guidelines and directions of the Public Sector Employers’ Council regarding executive compensation and the management freeze that remains in place for the present time, recognizing the fiscal reality facing the provincial public sector.

2. Negotiating settlements with unionized employee groups consistent with the Economic Stability Mandate for all collective agreements that expire on or after December 31, 2013.

3. Ensuring that institutional operational and financial activities, including procurement and travel, are conducted consistent with Government standards for cost-consciousness and the most cost-effective use of taxpayer resources.

4. Conducting board matters in accordance with the best practice guideline.

5. Ensure board remuneration rates comply with Order in Council 180/95 and that remuneration is publicly disclosed annually on the institution’s or associated ministry’s website as required by the Treasury Board Directives.


The Government has also provided the Institution with Reporting Requirements which sets out statistical, financial and performance reporting requirements and which can be found on the Ministry’s website. The Institution agrees to meet these Reporting Requirements, and provide the Government with reports and high quality data required by Government to carry out its responsibilities.

As our economy grows, there will be thousands of job openings in various occupations. More than 78 percent of these openings will require post-secondary education. These jobs range from professions to skilled trades to management. To ensure that British Columbians have the training and skills needed to take advantage of these opportunities, our Government launched the BC Skills for Jobs Blueprint in April 2014. Thousands of students who are taking courses this fall – from critical trades to health care to business administration – are doing so as a result of targeted funding for high-priority occupations.

Government is committed to providing support to help students succeed, while at the same time making sure that funding is focused on front-line education. British Columbia has taken great strides in making post-secondary education affordable and accessible for students of all backgrounds. Our Government works with employers, institutions and students to provide research, education and training to position our diverse workforce for continued success on a competitive global stage.
Together we need to continue to look for more opportunities to position our public post-secondary system for ongoing success.

Each board member acknowledges this Mandate Letter by signing the attachment to this letter. The Mandate Letter is to be posted publicly on your institution’s website and a copy signed by all board members provided to the Ministry and made available upon request.

I look forward to our regular meetings focusing on strategic priorities, performance against the Taxpayer Accountability Principles, key results and working together to protect the public interest at all times.

Sincerely,

Andrew Wilkinson
Minister

Attachments:  Taxpayer Accountability Principles
Signature Page Template

pc:  Honourable Christy Clark
Premier

Ms. Kim Henderson
Deputy Minister to the Premier and Cabinet Secretary

Ms. Athana Mentzelopoulos
Deputy Minister and Secretary to Treasury Board
Ministry of Finance

Ms. Sandra Carroll
Deputy Minister
Ministry of Advanced Education

Ms. Cheryl Wenezenki-Yolland
Associate Deputy Minister
Ministry of Finance
As members of the Board of Vancouver Community College, we individually and collectively acknowledge our statutory obligations to act in the best interests of Vancouver Community College and affirm as Board members to take into account the Taxpayer Accountability Principles in exercising our duty.

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Shaima Jaff  
Elected Student Member

Kay Vandervalk  
Elected Student Member

Garth Manning  
Elected Faculty Member

Erin Klis  
Elected Support Staff Member

Sumit Ahuja  
Government Appointed Member

Brenda J. Aynsley  
Government Appointed Member

Pardeep Dhaliwal  
Government Appointed Member

Claire Marshall  
Government Appointed Member

Stephen Leslie Kukucha  
Government Appointed Member

Todd Rowlatt  
Chair, Education Council

Richard Michael Tourigny  
Government Appointed Member

Peter Nunoda  
President

Pamela S. Ryan  
Chair of the Board  
Government Appointed Member

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May 24, 2016  
Date Signed
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