



# Vancouver Community College Board of Governors

## Public Meeting MINUTES

May 31, 2023, at 5:30 p.m.

VCC Broadway Campus, Room 5025

Zoom for guests & public

### ATTENDANCE

#### Board Members

Joey Hartman (Chair, Board/HRC)  
 Libby Davies (Vice Chair)  
 Jeffrey Yu (Chair, FAC)  
 Mahin Rashid (Chair, Governance)  
 Justine Gonzales  
 Karen Brooke  
 Nadia Belokopitov  
 Paul Yeung  
 Seung Oh  
 Shobha Rajagopalan REGRETS  
 Sue Hammell REGRETS  
 Yanni Wong

#### Staff Resources

David Wells	VP, Academic & Applied Research
Ian Humphreys	VP, Admin & International Development
Kate Dickerson	VP, People Services
Jane Shin	VP, Students & Community Development
Elmer Wansink	AVP, IT & CIO
Clayton Munro	AVP, Student & Enrolment Services
Tannis Morgan	AVP, Academic Innovation
Jamie Choi	ED, Finance & CFO
Karen Wilson	ED, Marketing & Communications
Moira Gookstetter	ED, VCC Foundation
Deborah Lucas	EA, Board (Recording Secretary)

#### Ex-Officio

Ajay Patel	President & CEO
Natasha Mandryk	Chair, Education Council

#### Guests

Taryn Thomson	President, VCCFA
Deanne Bates	Chief Shop Steward, CUPE Local 4627
Stefan Nielsen	Organizer, Advocacy & Governance, 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. Gonzales presented the land acknowledgement. J. Hartman called the meeting to order at 5:42 p.m. and presented opening remarks:
  - Acknowledged the passing of former VCC President, Dr. Peter Nunoda. Dr. Nunoda was President at the College from 2014-2019. Condolences have been sent to his family.
  - Congratulated the Student Fall Awards recipients and acknowledged that the May 26 ceremonies were attended by student’s family, friends and board members J. Gonzales, S. Rajagopalan and K. Brooke, joined in the celebration. The VCC Foundation Board and generous donors were thanked.
- A. Patel presented opening remarks:
  - Reiterated condolences to the family of Dr. Peter Nunoda.
  - Thanked the Board, VCC community and Indigenous advisors, Ginger Gosnell-Myers and Cory Douglas for their contribution towards the Brand Refresh project.
  - Announced the hiring of the Dean of Indigenous Initiatives, Jessie Williams. Jessie will join VCC in July. The hiring committee were acknowledged for their contribution. The hiring process has been consultative, and it will be shared with public sector groups.

## 2. APPROVAL OF AGENDA AND CONSENT AGENDA

**MOTION:** THAT the Board of Governors approve the May 31, 2023, public meeting agenda and approve/acknowledge receipt of the following items on the consent agenda:

2.1 Minutes: Mar 29, 2023, Public Meeting w/amendments:

6.3 Correction: Articulation Agreement developer is Reza Nezami.

6.4 Correction: EdCo does not approve program suspensions.

2.2 Board Correspondence & Activities

2.3 News & Events

**Moved, Seconded & CARRIED (Unanimously)**

## 3. ACTION TRACKER

- No brought forward actions from Mar 29, 2023, Board of Governors Public Meeting.

## 4. CONSTITUENCY GROUP UPDATES

### 4.1 CUPE Local 4627

- Chief Shop Steward, D. Bates reported to the Board on behalf of CUPE Local 4627. It included the news that with the opening of the new Seifert Market and Bakery, CUPE members that were on recall during COVID have been reinstated. Also, that the first Bargaining session took place on May 16, 2023, with VCC. It was positive and productive. CUPE has also awarded 10 x \$1K bursaries to dependents of its members.

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

- S. Nielsen reported to the Board on behalf of the SUVCC. It included the SUVCC Board of Directors made presentation to the government's Select Standing Committee on the topic of governance & finance on consultation process of 2024 BC Budget. The ask is for stable, reliable long-term funding for program delivery and not to rely on international tuition.

### 4.3 Vancouver Community College Faculty Association (VCCFA)

- T. Thomson reported to the Board on behalf of the VCCFA. The report included congratulations to students that participated and won awards at the recent Skills BC competition. Also, on Jun 12, 2023, the VCCFA will be making a presentation to the Select Standing Committee on the topic of program funding at VCC.

## 5. EDUCATION COUNCIL (EDCO)

### 5.1 Chair's Report

- N. Mandryk presented to the Board highlights of the Education Council (EdCo) Chair's report in the meeting materials, including:
  - The development of curriculum for the Sign Language Interpretation Diploma which was transferred to VCC from Douglas College in an expedited process. Course details are being finalized and are expected to go to Curriculum Committee and EdCo in June.
  - In 2022, EdCo approved significant revisions to curriculum for three programs in the Baking and Pastry Arts department: Artisan Baking Certificate, Pastry Arts Certificate, and Baking Foundation Certificate. With Ministry direction to not increase tuition for these programs, the current tuition applies.
  - EdCo are holding a Planning Day on Jun 12, 2023. The agenda includes an educational session focusing on academic freedom in governance, as well, VP, David Wells will lead a discussion on the Academic Plan.

## 5.2 Academic Year 2023/2024, 2024/2025, and 2025/2026

- The Academic Year is presented to Education Council by the Registrar. It supports the coordination of academic and campus activities and operation of the Registrar's Office. It includes public holidays and College closures, term dates, exam periods, and grade submission deadlines.

**MOTION:** THAT, on the advice of Education Council, the Board of Governors approve, in the form presented at this meeting, the Academic Year 2023/2024, 2024/2025, and 2025/2026.  
**Moved, Seconded & CARRIED (Unanimously)**

## 6. FINANCE AND AUDIT COMMITTEE (FAC) REPORT

### 6.1 Chair's Report

- The Finance and Audit Committee (FAC) met on May 17, 2023. They addressed agenda items 6.2 and 6.3. FAC approved one procurement matter under their purview:
  - An Invitation to Bid and Award a Contract for the remediation of washrooms at Broadway Campus, Building A, Level 2.
- The next meeting is Jun 14, 2023.

### 6.2 Financial Performance (for the Twelve Months ended March 31, 2023)

- The Financial Performance Report (for the Twelve Months ended March 31, 2023) shows that revenue for the year was \$143.9M (\$1.84M above budget and \$9.29M than prior year). There are some programs in the School of Trades, Technology and Design, School of Health and Science & School of Arts and Design, where domestic revenue has increased, however, overall, the trend continues of decreased domestic tuition revenue and increased international.

### 6.3 2022/23 Audited Financial Statements.

- The annual audit of VCC's accounts and transactions has been completed by external auditors KPMG. It is the 3rd year of a 5-year contract where KPMG has conducted the audit. It is a requirement under the College & Institute Act.
- As stated by KPMG, VCC's 2022/23 audited financial statements satisfy audit requirements under the College and Institute Act. The audit is risk focused. No significant risks were identified or issues to report as a result of the audit procedures performed. The statements were reviewed and approved for recommendation to the Board by the Finance and Audit Committee at a meeting on May 17, 2023.

**MOTION:** THAT, on the recommendation of the Finance and Audit committee, the Board of Governors approve the 2022/23 Audited Financial Statements.  
**Moved, Seconded & CARRIED (Unanimously)**

## 7. GOVERNANCE COMMITTEE (GC) REPORT

### 7.1 Chair's Report

- The Governance Committee (GC) met on Apr 19, 2023. They addressed policy items 7.2 and 7.3 on the agenda. The GC also reviewed the results of the 2023 Board Evaluation survey and compiled a report for the Board, including areas of opportunity for 2023/24. The committee will be responsible for progressing the recommendations which the Board agree to pursue for 2023/24.
- The next Governance Committee meeting is Jun 7, 2023.

### 7.2 REVISED: E.2.1 Named Recognition of Assets

- Policy E.2.1 Named Recognition of Assets establishes the principles and processes that guide the naming of any VCC assets, including buildings, academic areas, endowments, and equipment of significant value. The policy has undergone its first review since 2005. All public sector organizations must also adhere to the Province of British Columbia's Naming Privileges' Policy.

- To help guide discussions between the Naming Asset Committee (NAC) and donor/sponsor, it is expected that for every submission, the NAC will refer to VCC's other supporting pillars for guidance such as the Strategic Innovation Plan and the Foundation's Campaign Plan, where VCC's values are already embedded.
- VCC's policy maintenance procedures have been followed, including community feedback, as well, consultation with VCC's Indigenous Advisor, Ginger Gosnell-Myers and the Indigenous Education & Community Engagement Department.

**MOTION:** THAT, on the recommendation of the Governance Committee, the Board of Governors approve the revised E.2.1 Named Recognition of Assets Policy and Procedures.  
**Moved, Seconded & CARRIED (Unanimously)**

### 7.3 REVISED: F.1.1 Ethical Conduct for Research Involving Humans, REVISED: F.1.2 Ethics & Integrity in Research and Scholarly Activity, and; RESCIND: F.1.3 Conflict of Interest Related to Research

- VCC's research policies have undergone a scheduled review and the outcome has resulted in content from policy F.1.3 Conflict of Interest Related to Research to be merged into policies F.1.1 Ethical Conduct for Research Involving Humans and F.1.2 Ethics and Integrity in Research and Scholarly Activity. The revisions align with the latest Tri-Council Policy Statement: Ethical Conduct for Research Involving Humans – TCPS 2.
- Key changes to F.1.1 include the addition of new of a section on research involving Indigenous peoples in Canada, and a change in composition for the Research Ethics Board (REB) to include one Indigenous member, and that the REB Chair position is open to employees in general (not limited to faculty).
- Key changes to F.1.2 include establishing a clear process and reasonable timeline for handling allegations of misconduct, expanded the definition of research misconduct, and added the requirement to follow First Nations Principles of Ownership, Control, Access, and Possession (OCAP) for data collected by, on, or from Indigenous communities.
- Education Policy Committee incorporated an explicit statement on equity, diversity, and inclusion.

**MOTION:** THAT, on the recommendation of the Governance Committee, the Board of Governors approve revisions to F.1.1 Ethical Conduct for Research Involving Humans and F.1.2 Ethics and Integrity in Research and Scholarly Activity Policies and Procedures and rescind F.1.3 Conflict of Interest Related to Research Policy and Procedures.  
**Moved, Seconded & CARRIED (Unanimously)**

## 8. HUMAN RESOURCES COMMITTEE (HRC) REPORT

### 8.1 Chair's Report

- The Human Resources Committee (HRC) has approved the 2022/23 Executive Compensation Statement for submission to the Public Sector Employer's Council Secretariat (PSEC). The statement discloses all compensation accrued and paid to the President & CEO and the next four highest ranking/paid executives with an annualized base salary of \$125,000 or greater during the fiscal year. PSEC will direct institutions on the date in which the statements are to be publicly posted.

## 9. VCC FOUNDATION

### 9.1 Elect Board of Governors member to VCC Foundation Board.

- There is an ex-officio, non-voting seat on the VCC Foundation Board for a member of the Board of Governors. J. Yu accepted J. Hartman's nomination. With no further nominations, by acclamation, J. Yu was designated to the position for a term ending Nov 22, 2023, when the Board will hold its annual election for board and committee positions.

**MOTION:** THAT, Jeffrey Yu, be designated as the ex-officio Board of Governors Representative on the VCC Foundation Board for the term ending November 22, 2023.  
**Moved, Seconded & CARRIED (Unanimously)**

## 9.2 VCCF Executive Director Report

- VCC Foundation Executive Director, M. Gookstetter, presented the Foundation's strategic operational plan and its three priorities, Build Operational Excellence, Telling Our Stories and Raise Funds. These priorities address building and enhancing governance/admin systems and structures, leveraging communications opportunities to raise awareness, and building strong relationships with donors throughout the donor cultivation cycle, keeping donors engaged.
- Foundation stats were presented, as well, a breakdown of distributed funds for 2021/22. The Board was thanked for their continued support.
- An overview of campaign goals includes raising \$10M for new building and \$5M over 3-years for academic technology and other teaching, learning and student supports.
- The fundraising approach was presented. A 3-year budget has been put in place and will be reviewed annually. The Foundation has developed 7 new policies to support progressing the campaign. Board members are encouraged to leverage their connections to solicit gifts to the Foundation, as well, identify two members who can meet with donors. The campaign structure will have an Indigenized strategy. The Foundation will consult with new Dean, IECE, Jessie Williams, on this.
- In response to questions around leveraging VCC Alumni, it was explained that there's an Ambassador piece of the strategy which will be the alumni engagement platform. The Foundation has also hired an Alumni Manager. With 2024 being the 25<sup>th</sup> Anniversary of Outstanding Alumni Awards, the Foundation will identify strategies for increasing alumni engagement with the current VCC community.
- VP, Jane Shin, acknowledged M. Gookstetter for her contribution to VCC since joining. There has been much progress.

## 10. NEW BUSINESS

### 10.1 Post-Secondary Board Governance Workshop – Apr 17, 2023

- The Ministry of Post-Secondary Education & Future Skills hosted the Post-Secondary Board Governance Workshop on Apr 17, 2023, in Vancouver. J. Hartman, A. Patel, N. Belokopitov, J. Yu, N. Mandryk, K. Brooke, P. Yeung and D. Lucas attended this event.
- The format being post-secondary focussed was more beneficial than prior years which included the whole public sector.
- Highlights included the afternoon presentations on the Board's Role in Supporting Reconciliation and Cybersecurity Policy and Risk Management, as well.

### 10.2 Colleges & Institutes Canada World Congress: Collective Intelligence – Apr 23-26

- J. Hartman, N. Belokopitov and P. Yeung (on behalf of CUPE Local 4627) attended this event in Montreal. The sessions were well received. Kory Wilson's presentation on Indigenization was a highlight, as well, VCC Nursing Program student, Eddy Gooch, received a Student of the Year award.

## 11. NEXT MEETING & ADJOURNMENT

- The next regular Board of Governors Public Meeting is on Jun 28, 2023.
- With no further business the meeting adjourned at 7:35 p.m.

## APPROVED JUNE 28, 2023, PUBLIC BOARD MEETING



Joey Hartman, Board Chair