



BOARD OF GOVERNORS – REGULAR SESSION MINUTES

Thursday, May 18, 2017, 1:00 pm

Emily Carr University, Boardroom (210)

ATTENDANCE:

Voting Members:

Shauna Bryan, Vice Chair

Ron Burnett

Lynda Brown-Ganzert

Zdenka Buric

Joey Cheung

Jo Delesalle

Scott Hawthorn

Lucille Pacey

Alex Phillips

Joakim Zatko

Non-Voting Members

Bonne Zabolotney, VP, Academic + Provost

Michael Clifford, VP, Finance + Administration

Jennifer DeDominicis, VP, Enrolment + Student Services/Registrar

Guests: Adrian Tees, Ruth Tewolde

Regrets: Kim Peacock, Geoff Plant, Bill Cunningham, Gaye Fowler

Randy Lee Cutler

Support: Carina Clark, EA to the President + Board Secretary

I. ADMINISTRATIVE BUSINESS

1. Call to Order – Shauna Bryan Vice Chair, called the meeting to order at 1:08 pm.
2. Approval of Previous Minutes: April 20, 2017 Regular and Extraordinary In Camera Minutes.
Moved / Seconded to approve the Apr 20, 2017 Regular + Extraordinary In Camera Minutes. Carried
3. Adoption of Agenda. The agenda items were re-ordered.
Moved / Seconded to approve the updated Agenda. Carried

II. REPORTS

1. Chair's report – Shauna Bryan reported that she would deliver a report in the Board In Camera session
2. President's + Vice Chancellor's Report – Ron Burnett deferred his report.
3. Governance Report – Lucille Pacey, Chair, Board Governance Committee, reported that she, Kim Peacock, Ron Burnett, Adrian Tees, and Philippa Mennell met with Jennifer DeDominicis, Chelsea Yuill, Ruth Beer and Keith Doyle (via teleconference) on Tuesday, May 16 to discuss the final edits to the Sexual & Gender-Based Violence and Misconduct Policy. There was a good discussion and the final Sexual & Gender-Based Violence and Misconduct Policy will be posted on ECU's website by the May 19th Ministry deadline. Lucille further reported that response rate for the Board

evaluation survey is at 93% and thanked Board members for filling in the survey. Philippa Mennell, University Secretary, who supports the Governance Committee, is compiling the survey responses and will be forwarding a report to the Board this fall. Lucille also reported that the Board Governance Committee, in collaboration with David Wotherspoon, legal consultant to the Board, have discussed Faculty governance and will be moving forward with recommendations.

4. VP, Enrolment + Student Services/Registrar. Jennifer DeDominicis reported on current fall enrolment projections. To date, there is a 12% increase in Undergraduate domestic completed applications, and a healthy increase in Graduate applications. The University's enrolment target for Foundation is 378. Jennifer is working with the Academic area to increase transfer intakes to enable access via pathway programs. Jennifer also reported on a new pilot partnership with Vancouver Community College (VCC) called "Creative Art Pathway". Jennifer also reported that ECU distributed \$129K + in bursaries and \$161K + in scholarships this year.

III. BUSINESS

1. Finance + Audit Committee report
 - a) Motion: Financial statements for year ended March 31, 2017. Michael Clifford, VP, Finance + Administration, and Jo Delesalle, Chair, Board Finance + Audit Committee reported on the financial statements for year ended March 31, 2017. Michael Clifford referred to the circulated financial statements and provided details of the Statement of Operations by Fund and the Statement of Financial Position by Fund. Information was provided regarding revenue, expenses, surplus, Great Northern Way distribution and contribution. There was a discussion.

Jo Delesalle reported that the Board Finance + Audit Committee met on May 16 to review the financial statements with the KPMG auditors, and the audit opinion is clean. Michael reported that the budget is delayed this year due to ongoing grant allocation negotiations with the Ministry.

A Board member requested that the financial statements would be forwarded to the Board earlier next year. Michael Clifford explained the tight Ministry deadlines for financial statement submission each year, but welcomed Board members who were interested in in-depth financial information to meet with Michael next week. The Board agreed that next year Board members could meet the day before the May Board meeting to go over the financial statements in detail with the VP, Finance + Administration. The Board agreed to approve the 2016/17 audited financial statements as presented.

Moved / Seconded to approve the audited financial statements for 2016/17. Carried

- b) Motion: Tuition fee increase. Michael Clifford presented the proposed tuition fee increases and reported that tuition fees have to be posted by third week of May to facilitate registration. A Board member questioned the annual tuition fee increases. Michael reported that domestic tuition fee guidelines are established by the Ministry of Advanced Education, and in order to continue current level of operations increasing the tuition fees is required. Jennifer DeDominicis, VP, Enrolment + Student Services/Registrar, confirmed that the proposed tuition fee increases have been communicated to members of the Student Union and they are well aware of the operating budget constraints.

Jo Delesalle reported on numerous meetings with the Government regarding the urgent ongoing need to increase the grant allocation, and asked the Board member who opposed the tuition fee increases to write a letter to the Government outlining the concerns. Citing independent research, a Board member requested that the Board review administrative costs over time, with a view to finding where expenses can be reduced. Dr. Ron Burnett, President, noted that the institution's highest cost is personnel and no personnel cut backs have been made in the last twenty years in order to balance the budget. The Board, except one Board member, agreed to approve the proposed tuition fee increases.

Moved / Seconded to approve the proposed tuition fee increases as follows: Undergraduate Domestic 2.0%, Undergraduate International 4.0%, Graduate Studies 4.0%.

**Carried
1 opposed**

IV. PRESENTATION

1. Draft Strategic Plan. Bonne Zabolotney, VP, Academic + Provost, presented the draft *Eight Commitments to an Emergent Future – Emily Carr University's Strategic Plan to 2021*. There was a discussion. A Board member requested that a purpose statement would be included in the beginning of the strategic plan. Bonne Zabolotney welcomed Board members to forward further feedback and comments to her via email. The Board thanked Bonne for her work in developing and presenting the strategic plan as well as facilitating extensive community consultations.

V. OTHER BUSINESS – there was no further business.

VI. INFORMATION – Shauna Bryan referred to the circulated list of meeting dates Fall 2017 to May 2018.

VII. UPCOMING Board meeting: September 21, 2017.

VIII. ADJOURNMENT – the meeting adjourned at 3:23 pm.