

BOARD OF GOVERNORS

REGULAR MEETING MINUTES

MEETING: Monday, November 4, 2019
TIME: 5:00 pm
LOCATION: Paul Building, Room 216, Lansdowne Campus

BOARD MEMBERS: Emily Rogers
Rob Smythe
Al van Akker
Lindsay JD van Gerven

ADMINISTRATION:
John Boraas, VP Education
Heather Cummings, VP Student Experience
Deborah Huelscher, CFO & Interim VP Administration
Rodney Porter, Exec. Director, Communications & Marketing

GUEST: Evan Hilchey, Director, Student Affairs

REGRETS:
Barbara Severyn, Exec. Director, Human Resources
Mike Stubbing
Phil Venoit
Geoff Wilmshurst, VP Partnerships

EXECUTIVE ASSISTANT: Heather Martin

I CALL TO ORDER

Laylee Rohani, Chair,

ii) Student Appeal of Suspension

a. Overview

Laylee Rohani, Chair, reviewed the process. Today we will gather information, and no decisions will be made. We will hear from Evan Hilchey about supports for students prior to suspension. The letter from CCSS and their legal opinion are in the package. We will record questions for CCSS. The college's legal opinion is in-camera to maintain solicitor client privilege.

b. Student Supports Prior to Suspension

Even Hilchey, Director, Student Affairs, noted there are a variety of supports to students and to the faculty and staff who support the students. The supports include the Office of Student Support; Student Support Managers and the Counseling Centre, Ombudsman, Campus Security, CCSS, and Ey Sq 'lewen. When students are struggling early intervention is the key to success. The students are connected with the type of help they need at the time that they need it. There is always someone available to them.

c. CCSS Response

In the first paragraph, third sentence of the letter, Michel Turcotte refers to something that took place in the spring of 2011. Michel will be asked to clarify.

3. Finance Committee

- i) The minutes from the September 3, 2019, Finance Committee meeting were included in the agenda package.
- ii) Cindy Choi, Chair, Finance Committee, gave a report on the October 28, 2019, meeting. We welcomed new Finance Committee members Al van Akker and Margie Parikh. The newest appointed member is Mike Stubbing, who is the incoming Chair. Cindy and Deborah Huelscher have a transition meeting planned for Mike on November 13. There is always a budgeted deficit at the six-month point because we incur expenses before the revenue comes in. Overall, we are reporting a deficit of \$6.3M against a budgeted deficit of \$5.9M resulting in a negative variance of \$.4M at September 30. These are timing deficits that will be worked out by the end of the year. Deborah Huelscher, CFO & Interim VP Administration, provided a summary level update on the financial results for the second quarter of the fiscal year. Fall enrolment numbers for international students are on target at 1,646 students. Our updated second quarter forecast for the year shows a balanced budget at March 31, 2020. Deborah gave an overview of the process and timeline of the budget process for 2020/2021. The budget will go to board in April for approval.

V APPROVAL OF THE MINUTES

The minutes of the September 16, 2019 meeting were approved as distributed.

VI NEW BUSINESS

1. Institutional Accountability Plan and Report

2. Bargaining Update

The update was included in the agenda package.

VII ADJOURNMENT

The meeting was adjourned at 6:19 pm.

Laylee Rohani, Chair

Date

Heather Martin, Recorder