



## BOARD OF GOVERNORS – REGULAR SESSION MINUTES

Thursday, May 16, 2019, 1:00 pm

Emily Carr University of Art + Design, Boardroom D2315

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### ATTENDANCE:

Voting members:

Kim Peacock, Chair	Dr. Gillian Siddall, President + Vice-Chancellor
Scott Hawthorn	Geoff Plant, Chancellor
Bill Tam	Keith Reynolds
Sonny Assu (via videoconference)	Esther Rausenberg
Keith Kerrigan (via teleconference)	Dr. Randy Lee Cutler
Dr. Trish Kelly	Emma Somers

Resource Personnel: Michael Clifford, VP Finance + Administration; Kevin Bird, Exec Dir. Student Services + Registrar; Philippa Mennell, University Secretary

Guests: Gaye Fowler, Maureen Isberg

Regrets: Shauna Bryan; Selina Huang; Joshua Ralph; Bonne Zabolotney, VP Academic + Provost

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### I. ADMINISTRATIVE BUSINESS

1. Call to Order – Kim Peacock, called the meeting to order at 1:05pm.
2. Motion: Adoption of Agenda.  
**Moved / Seconded to approve the agenda. Carried.**
3. Motion: Approval of Regular Session Minutes for April 25<sup>th</sup>, 2019.  
**Moved / Seconded to approve the Regular Session Minutes for April 25<sup>th</sup>, 2019 as circulated. Carried.**
4. New Member Oath of Office and Conflict of Interest Annual Declaration.  

It was noted that new member, Emma Somers, took the Oath of Office during the in camera session.

The Chair reminded all members to complete the Conflict of Interest Annual Declaration forms and submit these to the University Secretary.
5. The Chair extended thanks to the student board members whose terms were coming up for expiry, Joshua Ralph and Selina Huang. The students were not present for this meeting, but the Chair expressed gratitude for their service over their terms.

## II. BUSINESS

### 1. Presentations for approval from Finance + Audit Committee:

- 2018/19 ECU Audited Financial Statements (pp. 7 - 67 of the agenda package)

Chair of the Finance + Audit Committee, Geoff Plant, summarized the Committee's meeting of May 14<sup>th</sup> with the University's financial management and the external auditors, KPMG. He confirmed that the audit report was carefully reviewed and noted that the auditors praised the work of the ECU financial team during the closed session with the Committee members.

#### **Moved/Seconded that the Board of Governors approve the 2018/19 Audited Financial Statements as presented.**

There was discussion. A member asked what current tuition costs are? The VP Finance + Administration provided the following general tuition guidelines: undergraduate domestic \$4100, undergraduate international \$13,800, and graduate \$16,000.

There was discussion about deferred contributions and restrictions on accessing certain funds allocated for specific use or over a particular timeframe.

There was discussion about the Great Northern Way Trust agreement and revenues and expenses significant to ECU's financial reporting. It was recommended that it would be helpful for the VP Finance + Administration to make a presentation for the board in September on the structure and finances of the GNWT.

**The motion was carried.**

- 2019/20 Tuition Fees Increase (p. 68)

A discussion took place regarding the proposed 2019/20 tuition fee increase. The VP Finance + Administration provided context for the delay in the budget approval process. The University continues to work with the Ministry to address funding shortfalls and hopes to bring the 2019/20 budget forward for approval as soon as possible. A decision on tuition adjustment needs to occur in advance of the University's registration fees deadline (summer). The proposed tuition fee increase is in compliance with government policy.

#### **Moved/Seconded that the Board of Governors approve the 2019/20 tuition fee increase as follows:**

i)	<b>Undergraduate – Domestic</b>	<b>2%</b>
ii)	<b>Undergraduate – International</b>	<b>4%</b>
iii)	<b>Graduate Studies</b>	<b>0%</b>

There was discussion. A member asked whether we have increased tuition every year. The VP, Finance + Administration provided some history on tuition fee decisions. He noted that in recent years, the University has annually raised undergraduate domestic tuition 2%, as allowed by government policy.

A member expressed concern over increasingly high tuitions for international post-secondary students throughout the country. It was emphasized that international students bring value to the

University community. Increasing tuition for international students reflects reduced government funding. There was discussion.

The VP Finance + Administration explained that the proposed increase in tuition does not keep pace with the University's costs. However, it is the Ministry's expectation that the University will make every effort to improve its revenues.

The members were further informed that the Board Chair, President + Vice-Chancellor, and VP Finance + Administration will be going to meet with the Deputy Minister (AEST) on May 30<sup>th</sup> to discuss the budget.

Options were discussed for offsetting high tuition costs through increased fundraising and awards.

**The motion was carried.**

2. Presentation for approval from Governance Committee:

- Policy 3.6.3 Sexual and Gender-based Violence and Misconduct Procedures for Members of the Board of Governors (p. 69 - 74)
- For reference: 3.6 Sexual and Gender-based Violence and Misconduct Policy (p. 75 - 85)

The Chair introduced Gaye Fowler, who summarized the history of the development of policy 3.6.3 and presented its key elements.

Gaye reported that the Governance Committee reviewed the draft policy at its April 25<sup>th</sup> meeting and recommended approval. She recommended one further change to the draft as circulated, to bring it in line with other policies, 3.6.1 SGBVM Procedures for Students and 3.6.2 SGBVM Procedures for Employees and Non-Students. Under the Investigations section (p. 4) the following should be added, "The University will ensure that any investigator engaged to investigate complaints of Sexual and Gender-based Violence and Misconduct must have appropriate training in understanding and investigating Sexual and Gender-based Violence and Misconduct."

**Moved/Seconded that the Board of Governors approve policy 3.6.3 Sexual and Gender-based Violence and Misconduct Procedures for Members of the Board of Governors as presented.**

**Carried.**

The Chair thanked Gaye for all her work with Governance Committee and to develop this policy.

3. Board succession planning:

- For reference: Board member terms expiry sheet (p. 86)

The Chair provided information on the roles of the Chair and Vice-Chair and asked members to refer to the Board member terms expiry sheet and consider succession planning and committee membership for discussion at the September meeting. The University Secretary will distribute information on the roles of the committees.

### III. REPORTS

1. Executive + HR Committee Report.

The Chair reported that the President hopes to announce the results of the VP Academic + Provost hire by next week.

2. Administration Reports:

- Senate Summary 2018/19 (pp. 87 - 93)
- Executive Director, Student Services + Registrar Report (p. 94)

There were no questions/comments to the reports.

**IV. OTHER BUSINESS:** There was no other business.

**V. ADJOURNMENT:** The meeting adjourned at 2:00 pm.