

MINUTES

BOARD OF GOVERNORS — OPEN SESSION

Thursday, June 1, 2023 — 3:15-4:00 p.m.

Board Members + Guests: In person; Attendees: via Zoom webinar.

ATTENDANCE:

Voting Members:

Don Avison (Board Chair)

Trish Kelly (Interim President + Vice Chancellor)

Lorcan O'Melinn (Vice-Chair)

Mary Macaulay

Lindsay McIntyre

Keith Reynolds

Alex Phillips

Gaye Fowler

Stephanie Schneider

Regrets: Keith Kerrigan, Carleen Thomas, Esther Rausenberg and Ishika Tripathi

Guests: Viktor Sokha (Vice-President, Finance + Administration), Adrian Tees (Associate Vice-President, HR), Mark Douglas (Executive Director, Financial Services), Natasha Himer (University Secretary), Nicole Shin (Associate University Secretary)

We respectfully acknowledge that Emily Carr University is situated on the unceded, traditional and ancestral territories of the Musqueam, Squamish and Tsleil-Waututh Nations.

I. ADMINISTRATIVE BUSINESS

1. Call to Order — Don Avison, Chair of the Board, called the meeting to order at 3:29 p.m.

2. Adoption of the Agenda.

MOVED / SECONDED that the Agenda for the Board Regular Session of June 1, 2023 be approved as presented.

Carried.

It was indicated that “Other Business” was unintentionally removed from the regular agenda. The Chair mentioned that Board members are welcome to bring forward questions once we have gone through the agenda items.

It was further noted that suggested agenda items may be brought in advance of the the Board and/or committee meetings, which allows resource personnel the opportunity to gather background materials and prepare any required information.

3. Approval of Past Meeting Minutes

MOVED / SECONDED That the Minutes of the Regular Session Board Meeting of February 23, 2023 be approved as presented.

Carried.

MOVED / SECONDED That the Minutes of the Regular Session Board Meeting of March 30, 2023 be approved as presented.

Carried.

It was noted that some Board members would appreciate if acronyms are spelled out, at first instance, in the minutes going forward.

II. BUSINESS

1. Chair's Update and Remarks

Although not present at the Board meeting, D. Avison thanked Dr. Gillian Siddall for the past five years as President + Vice-Chancellor and for her tremendous contributions to the university and wished her well.

D. Avison also thanked and acknowledge Dr. Trish Kelly, Vice-President, Academic + Provost for taking on the role of Interim President + Vice-Chancellor; the Board looks forward to continuing to work with Dr. Kelly in this new capacity.

2. Interim President's Update and Remarks

Dr. Kelly noted that, as Interim President, she looks forward to working closely with the Board, to moving the university's deficit mitigation plan further ahead and to taking up the important work on ECU's strategic plan.

3. Approval: 2022/2023 Financial Statements

L. O'Melinn, Chair of the Audit + Finance Committee reported that the 2022/23 Audit was completed by KPMG and was a clean audit. He noted the results showed an annual surplus of \$373K, which is a significant improvement over the 2023/24 budget projections that indicated a deficit of \$1.8M. V. Sokha to provide further details under the VP, Finance + Administration report regarding the surplus.

It was also reported that the undergraduate registration remains strong with an increase to overall tuition revenue.

L. O'Melinn also thanked V. Sokha and the team for their continued efforts producing the financial reports.

MOVED / SECONDED On the recommendation of the Board Audit + Finance Committee, the Board of Governors approves the audited Financial Statement of the Year Ended March 31, 2023 as presented.

Carried.

III. REPORTS

1. Vice President, Academic + Provost's Report

Dr. Kelly, invited questions on the report that was circulated while in the role of VP Academic + Provost.

A Board member requested a copy of the Quality Assurance Process Audit (QAPA) assessor's report. Dr. Kelly mentioned that this report is public information and can be found online on the ECU website.

Dr. Kelly elaborated on the Ministry's Future Ready program, noting, in particular, that they are engaged with the Ministry to secure ongoing funding for tech seats so that students can receive the training they need for in-demand careers that connect them to employers and industry.

T. Kelly reported that the search for the Interim VP, Academic + Provost is ongoing with an expected start date of July 1, 2023.

2. Vice President, Finance + Administration Report

Adding to the Audit + Financial Committee Chair's report, V. Sokha explained that the \$373K accumulated surplus reported at March 31, 2023 was the result of \$3M one-time funding from the provincial government. Without these funds the university would have reported a large deficit. For fiscal 2023/24 the University received one-time additional funding from the provincial government for \$2M. The University is projected to meet financial obligations to the end of fiscal 2023/24. V. Sokha noted that management continues to move forward in implementing the deficit mitigation plan to achieve a balanced budget by fiscal 2026.

3. Vice Provost, Students' Report

M. Guno, Vice Provost, Students was unable to attend the Board meeting. A Board member asked what the minimum GPA has to be, to be accepted to ECU and it was noted that entry admissions requirements will be brought back for the Board member's information.

IV. OTHER BUSINESS – No other business.

V. NEXT MEETING: Next Regular Open Session of the Board to be scheduled for fall 2023.

VI. ADJOURNMENT: The meeting adjourned at 4:07 p.m.