

## MINUTES - Approved

### BOARD OF GOVERNORS — REGULAR SESSION

Thursday, December 7, 2023 — 1:00-2:00 p.m.  
ECU Boardroom (D2315) and via Zoom webinar

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#### ATTENDANCE:

##### Board Members:

Don Avison (Board Chair)	Lindsay McIntyre
Trish Kelly (Interim President + Vice Chancellor)	Keith Reynolds
Carleen Thomas (Chancellor)	Sung Van
Lorcan O'Melinn (Vice-Chair)	Parnian Anaa
Mary Macaulay	Gaye Fowler
Natasha Tony	

Regrets: Brenda Crabtree, Alex Phillips, Ishika Tripathi, Esther Rausenberg

Resources and/or Viktor Sokha (Vice-President, Finance + Administration), Adrian Tees (Associate Vice-President, HR), Mark Douglas (Executive Director, Financial Services), Natasha Himer

Guests: (University Secretary), Nicole Shin (Associate University Secretary, Recording Secretary)

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*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 1:03 p.m.

2. Adoption of the Agenda

**MOTION: That the Agenda for the Board Open Session of December 7, 2023 be approved as presented.**

**Moved / Seconded**

**Carried.**

3. Approval of Past Meeting Minutes – AGM + Open Session

**MOTION: That the Minutes of the Board AGM of September 28, 2023 be approved as presented.**

**Moved / Seconded**

**Carried.**

**MOTION: That the Minutes of the Board Open Session of September 28, 2023 be approved as presented.**

**Moved / Seconded**

**Carried.**

## II. BUSINESS

### 1. Chair's Remarks

The Board welcomed two new Board members, as of December 1, 2023 to July 31, 2025:

- **Natasha Tony**, OIC Member, who is joining the meeting via zoom; and
- **Brenda Crabtree**, OIC Member, who was unable to join the meeting.

Natasha Tony took the Oath of Office.

On behalf of the Board, the Chair congratulated Faculty Board member Lindsay McIntyre on winning two awards for her film the South Wind:

- The Live Action Short Award at the 2023 imagineNATIVE Film + Media Arts Festival that is imagineNATIVE's Oscar-qualifying category, meaning the film is put forward to the Academy of Motion Pictures and Film Arts and Sciences to be considered for an Oscar; and
- The EDA Award for Best Female Directed Short at the 2023 Whistler Film Festival.

### 2. Interim President's Remarks

Trish Kelly addressed the ongoing global crisis that has impacted the ECU community. She noted that the University has condemned violence, and communicated that the University is offering resourcing and support for community members, prioritizing safety and security and taking steps to continue to provide a safe, welcoming, and inclusive environment.

### 3. Financial Review as of October 31, 2023

The Board was presented with a review the University's financial and cashflow position for the seven months ended October 31, 2023. As of the end of October, the University is tracking close to budget; variances in revenue and expenditures offset one another resulting in a positive balance.

Of note:

- Tuition revenue through the summer and fall terms is lower than projected. The University did not reach the targets for the 2023 Fall foundation level intake. The University is increasing the Spring student intake target.
- ECU continues to experience higher than budgeted investment income related to short-term deposits in the Central Deposit Program.
- Delays in hiring this year have resulted in lower-than-expected salary costs; however, these savings are offset by non-salary costs being greater than expected.

In response to a question, it was noted that reasons that may have contributed to the enrolment short fall for the summer and fall term was due to the cost of housing and a change to the direct entry model.

*Carleen Thomas joined the meeting at 1:26 p.m.*

#### 4. 2024/2025 Preliminary Budget

The Board was presented with the 2024/25 preliminary budget and the budget shows a deficit of \$3.6M. This reflects a roll forward budget for non-salary, non-discretionary costs. It was also noted that the preliminary budget does not include Ministry one-time funding, as the University cannot confirm additional funding at this time. This results in a \$2M difference in our preliminary budget compared to 2023/24. An update is expected to be provided sometime before the budget is finalized in March 2024.

Management reported that budget consultation, including townhalls for the community and with Senate, is ongoing and will continue over the next four months. A session specifically for students is being planned for early in the new year.

Two areas noted regarding the statement of changes to budget were:

1. A significant increase to revenue in funding related to the Shared Recovery Mandate. ECU will receive \$3.77M in funding; however, this directly offsets increases to salaries for all employees, in accordance with recently ratified Collective Agreements; and
2. Other increase to salary expenses related to the sectoral alignment of faculty course loads. Studio faculty will now teach 8 courses per academic year, down from 10. This is an investment in the teaching and learning environment. The cost is approximately \$1.5M.

In response to a question, the Executive Director of Financial Services, Mark Douglas clarified that the 2023/2024 deficit was \$6.5M before accounting for the tuition increase at the end of the year. ECU did receive an additional \$2M one-time funding from the Ministry and for this current fiscal year even with the one-time funding ECU budgeted a \$1M deficit.

### III. REPORTS

#### 1. Interim President + Vice-Chancellor's Report

T. Kelly provided the following highlights:

- Congratulated the ECU community on the success of the 50<sup>th</sup> anniversary of the annual student art sale that took place from November 23-25. Approximately 200 emerging artists and designers participated in the event and total sales exceeded \$100,000, with at least 500 individual customers.
- The Aboriginal Gathering Place is hosting a Winter Market where ECU's Indigenous students can showcase and sell their artwork on December 1-2.

In response to a question regarding ECU's Wellness Kitchen, T. Kelly reminded the Board that in 2020 ECU received a \$50,000 government grant over a 3-year period to support the Wellness Kitchen. The funding term concluded in 2023 but ECU continued to provide funding to the Wellness Kitchen within the operational budget. It was also noted that Student Services and certain bursaries are available for students in emergency situations, and that the AGP also works with Indigenous Students to provide necessary support as well.

2. Interim Vice-President, Academic + Provost's Report

Diyan Achjadi was unable to join the meeting, T. Kelly welcomed any questions. The Board had no further questions regarding the Provost's Report.

3. Vice-President, Finance + Administration's Report

The Board had no further questions regarding the VP, Finance + Administration Report.

**IV. OTHER BUSINESS – No other business.**

**V. NEXT MEETING:** Next Regular Open Session of the Board is on Thursday, February 8, 2024.

**VI. ADJOURNMENT:** The meeting adjourned at 2:00 p.m.