

AGENDA

BOARD OF GOVERNORS – OPEN SESSION

Thursday, February 6, 2025 — 2:00 – 3:00 p.m.

ECU Boardroom D2315

Webinar:

<https://emilycarru.zoom.us/j/67393993838pwd=lfdsifCXU4fbO37Yt077xWx3PwfUWi.1>

Webinar ID: 673 9399 3838

Passcode: 206036

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

Time	Item	Speaker	Action	Page #
2:00 – 1:02	1. Call to Order	D. Avison		
	2. Land Acknowledgement and Welcome			
	3. Disclosure of Conflict of Interest			

CONSENT AGENDA

2:02 – 2:05	4. Items for approval by consent	D. Avison	Approval	
	MOTION: That the Board of Governors approves the items included under the Consent Agenda.			
	4.1 Agenda		Approval	
	4.2 Minutes of the Board Open Session of November 28, 2024		Approval	3-6
	4.3 Q3 Forecast		Ratification	7-12
	<i>IT IS HEREBY RESOLVED that the Board, on the recommendation of the Audit + Finance Committee, ratify the Q3 Forecast for the fiscal year 2024/25 as submitted to the Ministry of Post-Secondary Education and Future Skills.</i>			

5. BUSINESS and PRESENTATION

2:05 – 2:10	5.1 Chair's Remarks	D. Avison	Information	
2:10 – 2:25	5.2 Emily Carr Student Union Presentation	ECSU	Information	
2:25 pm	5.3 Audit + Finance Committee Updates	L. O'Melinn		
	(a) Tuition and Fee Increases	Dr. T. Kelly/ V. Sokha/ M. Douglas	Approval	13-14

Time	Item	Speaker	Action	Page #
	MOTION: In light of the estimated operating deficit of approximately \$3.2M for 2025/26, IT IS HEREBY RESOLVED that, as recommended by the Audit and Finance Committee, the Board approves of tuition and fee increases for 2025/26 as follows: <u>Domestic undergraduate:</u> 2% increase <u>Domestic graduate:</u> 2% increase for incoming Domestic graduates 0% increase for returning Domestic graduates ¹ <u>International undergraduate:</u> 0% increase for International undergraduates registered in Spring 2023 or earlier ² 10% increase for International undergraduates registered after Spring 2023 <u>International graduate:</u> 10% increase for incoming International graduates 0% increase for returning International graduates ¹ <u>Learning Access Fee:</u> 2% increase <u>LinkedIn Learning Fee</u> 2% increase			
	which leads to a further reduction in the deficit of approximately \$1.28M.			
2:40 pm	(b) Student One Card Replacement Fee	V. Sokha/ M. Douglas	Approval	15 - 17
	MOTION: IT IS HEREBY RESOLVED that, on the recommendation of the Audit + Finance Committee, the Board approves the implementation of a non-refundable \$15 fee for student OneCard replacements.			
2:45 pm	6. REPORTS			
	(a) President + Vice-Chancellor's Report	Dr. T. Kelly	Information	18-19
	(b) Interim Vice President, Academic + Provost's Report	D. Achjadi	Information	20-21
	(c) Vice President, Finance + Administration Report	V. Sokha	Information	22
2:57pm	7. OTHER BUSINESS			
3:00pm	8. NEXT MEETING – March 27, 2025			
3:00 pm	9. CONCLUSION OF MEETING			



MINUTES - **DRAFT**

BOARD OF GOVERNORS — OPEN SESSION

Thursday, November 28, 2024
Beginning at 1:00 p.m.
Board Room E23155 and via Zoom

ATTENDANCE:

Board Members:

Parnian Anaa, Student-elected Board Member
Don Avison, Board Chair
Rebecca (Becky) Bair, Faculty-elected Board Member
Brenda Crabtree, Board Member
Gaye Fowler, Staff-elected Board Member
Trish Kelly, President + Vice-Chancellor
Steve Kinsey, Board Member
Mary Macaulay, Board Member
Eknoor Matharoo, Student-elected Board Member
Lindsay McIntyre, Faculty-elected Board Member
Lorcan O'Melinn, Board Vice-Chair and Chair, AFC
Harv Phandal-Dhanda, Board Member
Natasha Tony, Board Member
Sung Van, Board Member

Regrets:

Carleen Thomas, Chancellor

Administration and Employee Resources:

Diyan Achjadi, Interim Vice-President, Academic + Provost
Mark Douglas, Executive Director, Financial Services
Natasha Himer, University Secretary
Justin Langlois, AVP Research + Dean, Faculty of Graduate Studies
Alexander Muir, IT Support
Viktor Sokha, Vice-President, Finance + Administration

Guests:

Linda Riestra, Second-year Industrial Design, ECSI Communications
Coordinator (*for item 5.2*)
Yan Wei Lu, Fourth-year Illustration, ECSI Chairperson (*for item 5.2*)

Recorder:

Bessie Chow, Recording Secretary

1. CALL TO ORDER

With quorum present, the Board Chair called the meeting to order at 1:04 p.m.

Draft Minutes of ECU Board Meeting – Open Session

held Thursday, November 28, 2024

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2. LAND ACKNOWLEDGEMENT + WELCOME

The Chair acknowledged that Emily Carr University is situated on the unceded, traditional, and ancestral territories of the Musqueam, Squamish, and Tsleil-Waututh Nations.

3. DISCLOSURE OF CONFLICT OF INTEREST

The Chair invited Board members to disclose any conflicts of interest related to the agenda items. With none declared, the Chair proceeded with the meeting.

4. CONSENT AGENDA

The following resolution was moved, seconded and **CARRIED**:

THAT, the Board of Governors approve the items included under the Consent Agenda.

4.1. Agenda

4.2. Minutes of the Board Open Session of September 26, 2024

4.3. Minutes of the Board Annual General Meeting of September 26, 2024

4.4. Q2 Forecast

5. BUSINESS + PRESENTATION

5.1. Chair's Remarks

Don Avison welcomed Eknoor Matharoo, Student-elected Board Member, to her first Board meeting. It was noted that E. Matharoo will also serve as the Board liaison to the Senate.

Guest speakers from Emily Carr Student Union (ECSU), Linda Riestra and Yan Wei Lu, were also welcomed to the meeting.

D. Avison remarked that during his recent travels to Australia, Africa and London, he visited a number of galleries which inspired reflections on colonialism, reconciliation and repatriation of Indigenous and other works.

5.2. Student Presentation

L. Riestra, Second-year Industrial Design Student and ECSU Communications Coordinator, and Y. W. Lu, Fourth-year Illustration Student and ESCU Chairperson, delivered a presentation on food insecurity on campus, which prompted comments on:

- Interest in the perspective shared and continued dialogue with the ESCU
- Exploring partnerships/opportunities for external support on initiatives addressing food insecurity on campus
- The importance of engagement with the ECSU on food security strategies as part of the 2025/26 Budget development process.

L. Riestra and Y. W. Lu were thanked for their presentation, and Board members commended the ECSU for ongoing and thoughtful efforts on this initiative.

6. REPORTS

6.1. President + Vice-Chancellor's Report

Trish Kelly highlighted the following from the report included in the agenda materials:

- *National Network of Canadian Art and Design Universities (UAD4)*: ECU has joined Alberta University of the Arts (AUArts), Ontario College of Art + Design University (OCAD), and Nova Scotia College of Art and Design University (NSCAD) in joint federal advocacy, focusing on the economic and cultural contributions of art and design universities.
- *Senior Leadership Recruitment*: Searches for a permanent VP, Academic + Provost and Director, Advancement + Alumni Relations are underway.
- *Ministry Changes*: Minister Anne Kang and Deputy Minister Trevor Hughes were confirmed on November 18. T. Kelly and D. Avison commented on initial contact with the new Minister and new DM, and the unique role of ECU.

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

Diyan Achjadi highlighted the success of National Portfolio Day under the leadership of Marcia Guno, Vice-Provost, Students, and with the support of ECU students, staff and faculty. Positive feedback was received from participating institutions and potential students, raising ECU's international profile.

In response to a request, D. Achjadi described the Shumka Centre for Creative Entrepreneurship and explained its significance in demonstrating the professional development of art and design students as they transition to the workforce.

As current grant funding from Royal Bank of Canada (RBC) for some of Shumka Centre's student-facing professional practice activities comes to a close this year, Justin Langlois, AVP Research + Dean, Faculty of Graduate Studies, underlined the ECU's commitment to finding ways to continue supporting the program despite funding pressures.

6.3. Vice-President, Finance + Administration Report

Viktor Sokha highlighted preparations for Budget 2025/26.

In response to a question, he noted that the University received \$480K in Shared Recovery Mandate (SRM) funding from the province, related to salary increases for all staff.

The following additional information was provided in response to questions:

- Regarding the capital allocation, the University is using donated funds that have been restricted for the purpose of replacing end-of-life capital equipment in 2024/25 and 2025/26, freeing up resources to support other operational requirements.
- The overage of \$1.4 million in salary expenses to budget will have no effect on the deficit due to offsets by the provincial SRM funding and higher domestic enrolment. It was noted that the amount includes a number of ad hoc items such as unbudgeted retirement/early retirement agreements, payroll settlements, new positions and position reclassifications; as such, there will be no effect on future budgeting.

7. OTHER BUSINESS

No other business was raised.

Draft Minutes of ECU Board Meeting – Open Session

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8. NEXT MEETING

The next meeting of the Board of Governors will be held February 6, 2025.

9. CONCLUSION

With no further business, the open session of the November 28, 2024 Board of Governors meeting concluded at 1:45 p.m.

DRAFT



BOARD OF GOVERNORS

Information Briefing Note

TO:	Board of Governors
FROM:	Viktor Sokha, Vice President, Finance + Administration
DATE:	January 27, 2025
SUBJECT:	Q3 Forecast
PURPOSE:	<input checked="" type="checkbox"/> For Action <input checked="" type="checkbox"/> For Discussion <input type="checkbox"/> For Information
RESPONSIBLE PORTFOLIO:	Vice President, Finance + Administration

RECOMMENDED MOTION

IT IS HEREBY RESOLVED that, on the recommendation of the Audit + Finance Committee, the Board ratify the Q3 Forecast for the fiscal year 2024/25 as submitted to the Ministry of Post-Secondary Education and Future Skills.

EXECUTIVE SUMMARY/OVERVIEW

The forecast is provided to keep the AFC and the Board informed of the financial projections for the current year. With the approval of the AFC Chair, ECU's Q3 forecast was submitted to the Ministry on December 16, 2024.

KEY POINTS/CONSIDERATIONS

The Q3 submission was updated from Q2 to reflect the following changes:

- Updated projections based on the 2024/25 mid-year review. It reflects:
 - increased tuition revenue, including early projections for Spring registration;
 - increased Ministry funding to support salary increases under the Shared Recovery Mandate (i.e., increases under Collective Bargaining Agreements and for Excluded employees). This increase is offset by a similar increase to salary expenses;
 - increased salary expenses for instructional costs required to accommodate increases to enrolment; and,

- a small increase to the deficit by approximately \$10,000.
- Updated projections for 2025/26, per the preliminary budget presented to the Board on November 28, 2024, with an adjustment to include a 2% tuition increase for all eligible students.
 - Note: The tuition increase included in the Q3 forecast does not reflect the tuition fee increases ultimately being proposed for 2025/26 (see briefing note on the proposed tuition fee increase for 2025/26).
- Updated projections for 2026/27 and 2027/28 to reflect ongoing effect of adjustments to registration and expenses projected for 2025/26.

NEXT STEPS

The next forecast will be submitted for Q1 2025/26. The deadline for submission has not been confirmed by the Ministry but is generally in the summer.

ATTACHED SUPPORTING MATERIALS

1. Q3 Forecast figures and assumptions

OFFICE OF THE VICE-PRESIDENT, FINANCE AND ADMINISTRATION

Q2 Forecast, submitted October 1, 2024 (provided for comparison)

	Forecast	Forecast	Forecast	Forecast
	<u>2024/25</u>	<u>2025/26</u>	<u>2026/27</u>	<u>2027/28</u>
	----- \$thousands -----			
Statement of Operations				
Total revenue	(60,585)	(65,569)	(67,958)	(71,490)
Total expenditure	61,799	66,005	68,429	71,138
Net (Revenues)/Expenses **	1,214	436	471	(352)
(Gain) loss on sale of capital assets	-	-	-	-
Unallocated Pressures (use in Q1 only)	-	-	-	-
Operating Net (Income) Loss (for Ministry)	1,214	436	471	(352)
Endowment (restricted asset) contributions	(24)	(34)	(34)	(34)
Net (Income) Loss	1,190	402	437	(386)

Figure 1: ECU Q2 Forecast, submitted to Ministry

Q3 Forecast, submitted December 16, 2024

	Forecast	Forecast	Forecast	Forecast
	<u>2024/25</u>	<u>2025/26</u>	<u>2026/27</u>	<u>2027/28</u>
	----- \$thousands -----			
Statement of Operations				
Total revenue	(61,439)	(64,580)	(68,175)	(70,854)
Total expenditure	63,275	66,616	68,724	71,441
Net (Revenues)/Expenses **	1,836	2,036	549	587
(Gain) loss on sale of capital assets	-	-	-	-
Unallocated Pressures (use in Q1 only)	-	-	-	-
Operating Net (Income) Loss (for Ministry)	1,836	2,036	549	587
Endowment (restricted asset) contributions	(24)	(34)	(34)	(34)
Net (Income) Loss	1,812	2,002	515	553

Figure 2: ECU Q3 Forecast, submitted to Ministry



2024/25 Q3 Forecast Assumptions
Q1 Forecast <ul style="list-style-type: none">• 2024/25 forecast matches the Board approved 2024/25 budget• The forecast includes the projected activity related to new leased space at the CDM campus, including tuition revenue, operating expenses and capital costs
Q2 Forecast - updates to Q1 <ul style="list-style-type: none">• In 2024/25 and 2025/26, assumed use of deferred capital contributions instead of Operating Funds to pay for capital costs generally supported by allocations from operations. Improves the reported deficit by approximately \$600K per year.
Q3 Forecast - updates to Q2 <ul style="list-style-type: none">• updated projections for 2024/25, per the mid-year review. Reflects increased revenue, increased expenses and small increase to the deficit of approximately \$10,000.• updated projections for 2025/26, per the preliminary budget presented to the Board on November 28 with an adjustment to include a 2% tuition increase for all eligible students.
Provincial Funding <ul style="list-style-type: none">• Base funding will fluctuate based on the Annual Service Payment schedule, which includes a 2% CPI increase each year• No one-time funding has been included
Tuition - Undergraduate <ul style="list-style-type: none">• Undergraduate student headcount is projected to increase by approximately 2.5% by 2027/28• 2% increase assumed for domestic and international tuition fees each year (not confirmed).• domestic and international mix for new students will be approximately 70%/30% each year
Tuition - Graduate <ul style="list-style-type: none">• Masters headcount will include 12 students per cohort (8 domestic/4 international)• Domestic tuition will remain constant at current program rates (not confirmed)• International tuition will increase by 2% per year (not confirmed)
Tuition - Continuing Studies <ul style="list-style-type: none">• CS is projecting increases related to program development/expansion: UXDES expansion, CDES program replacement, and Micro-credential program development• Gross tuition revenue projected to increase by 5% per year
Other Revenue <ul style="list-style-type: none">• Based on 5-year averages, except for GNWCT income recognized according to GNWCT forecast



- Interest revenue is estimated to decrease by approximately 25% per year over the next two years

Salaries and Benefits

- Instruction costs will increase in line with program expansion
- Estimate of \$400K in approved new position requests/reclasses each year
- Administrators will receive 2% salary increase per year (no funding offset forecasted after 2024/25); increases to CUPE/Faculty through Collective Bargaining will be funded

Non-Salary Expenses

- Operating costs will increase by 3% per year
- Amortization is based on existing and estimated purchases of new equipment, based on capital funding estimates.
- Annual Service Payments are based on P3 agreement, including 2% CPI increase each year (using 2022/23 CPI as the base) - amount is offset by Provincial ASP grant
- Other expenditures are based on 5-year averages

Post-Secondary Institution: Forecast ConfirmationInstitution Name: Emily Carr University of Art & Design ECUADPrepared by: Mark DouglasEntity Code: U09Phone #: 604-630-4568Forecast Date: Quarter 3, 24/25
(e.g., Quarter 1, 24/25)E-mail: mdouglas@ecuad.ca**Forecast Summary:**

	Forecast <u>2024/25</u>	Forecast <u>2025/26</u>	Forecast <u>2026/27</u>	Forecast <u>2027/28</u>
	----- \$thousands -----			
Statement of Operations				
Total revenue	(61,439)	(64,580)	(68,175)	(70,854)
Total expenditure	63,275	66,616	68,724	71,441
Net (Revenues)/Expenses **	1,836	2,036	549	587
(Gain) loss on sale of capital assets	-	-	-	-
Unallocated Pressures (use in Q1 only)	-	-	-	-
Operating Net (Income) Loss (for Ministry)	1,836	2,036	549	587
Endowment (restricted asset) contributions	(24)	(34)	(34)	(34)
Net (Income) Loss	1,812	2,002	515	553

I confirm that I have reviewed the financial forecast and key underlying assumptions provided to the Ministry for the 2024/25, 2025/26, 2026/27, and 2027/28, fiscal years as summarized in this schedule. This financial forecast represents, in all material respects, the post-secondary institution's best estimate of operating results and financial position by the year end. I also confirm that I will review the information provided to the Ministry with the Board.

Audit and Finance Committee Chair:Name: Lorcan O'MelinnSignature: 



BOARD OF GOVERNORS

Information Briefing Note

TO:	Board of Governors
FROM:	Viktor Sokha, Vice President Finance + Administration
DATE:	January 31, 2025
SUBJECT:	Proposed Tuition and Fee Increases – 2025/26 Budget
PURPOSE:	<input checked="" type="checkbox"/> For Action <input checked="" type="checkbox"/> For Discussion <input type="checkbox"/> For Information
RESPONSIBLE PORTFOLIO:	Vice President, Finance + Administration

RECOMMENDATION

In light of the estimated operating deficit of approximately \$3.2M for 2025/26, IT IS HEREBY RESOLVED that, as recommended by the Audit and Finance Committee, the Board approves of tuition and fee increases for 2025/26 as follows:

Domestic undergraduate:

2% increase

Domestic graduate:

2% increase for incoming Domestic graduates

0% increase for returning Domestic graduates¹

International undergraduate:

0% increase for International undergraduates registered in Spring 2023 or earlier²

10% increase for International undergraduates registered after Spring 2023

International graduate:

10% increase for incoming International graduates

0% increase for returning International graduates¹

Learning Access Fee:
2% increase

LinkedIn Learning Fee
2% increase

which leads to a further reduction in the deficit of approximately \$1.28M.

For reference:

1. **Graduate Programs** – Tuition fees are charged on a cohort basis. Total fees for the two-year program are confirmed in advance. As existing students have been admitted at a specified rate, returning Graduate students (domestic and international) will not see a tuition increase in 2025/26.
2. **International Undergraduates registered in Spring 2023 or earlier** – When tuition fees for returning international students were increased in the 2023/24 Academic Year, Management agreed to freeze the fees in subsequent years as long as students were actively pursuing their current degree.

EXECUTIVE SUMMARY/OVERVIEW

ECU has been in a structural deficit for many years, and current projections for the 2025/26 fiscal year show an operating deficit exceeding \$3.2M. As part of our ongoing deficit mitigation strategies, which have included strategic enrolment management and targeted growth, Management is recommending an increase to tuition fees. Annual tuition increases are also needed to keep pace with inflation, rising operational costs, and student supports.

There are a number of contributing factors that Management has considered:

- the uncertainty of one-time funding from the Ministry,
- the decrease in international student visas and its impact on ECU's recruitment efforts,
- and recently published provincial guidelines (the [Public Post Secondary International Student Enrolment Guidelines](#)),.

Management is recommending an increase in tuition fees that will assist in reducing the deficit by an estimated \$1.28M.

While costs are rising across the sector, ECU tuition rates will still be in line with our peers and our international ranking. The university will continue to invest in support for our current international students through bursaries and scholarships.

For the 2025-26 academic intake, ECU is working towards a multi-year tuition framework that will allow incoming international students to calculate the maximum cost of tuition for their program of study before accepting an offer of admission.

As part of the annual budget cycle, the Finance Department has hosted a series of "Money Matters" sessions to educate and engage key audiences regarding budget priorities.



BOARD OF GOVERNORS

Information Briefing Note

TO:	Board of Governors
FROM:	Viktor Sokha, Vice President Finance + Administration
DATE:	January 27, 2025
SUBJECT:	Student OneCard Replacement Fee
PURPOSE:	<input checked="" type="checkbox"/> For Action <input checked="" type="checkbox"/> For Discussion <input type="checkbox"/> For Information
RESPONSIBLE PORTFOLIO:	Vice President Finance + Administration

RECOMMENDATION

IT IS HEREBY RESOLVED that, on the recommendation of the Audit + Finance Committee, the Board approves the implementation of a non-refundable \$15 fee for student OneCard replacements.

EXECUTIVE SUMMARY/OVERVIEW

ECU uses an identity and access card, known as the OneCard, for students, staff and faculty. Currently, ECU does not charge students for the OneCard and provides replacement cards at no charge. The university absorbs the cost of supplying all cards.

At the September 26, 2024, Board meeting, management brought a motion to charge a non-refundable \$15 fee to students who require a replacement card, to cover the university's costs. The Board provided feedback and expressed the following questions, before defeating the motion:

- Why is the proposal to implement a fee to students only, and not staff or faculty?
- How was the fee of \$15 determined?
- How many cards are replaced?

Management aims to respond to these concerns with the information provided below and return the motion to the Board.

KEY POINTS/CONSIDERATIONS

- The university investigated the possibility of charging staff and faculty for replacement cards, and found the following:
 - *Employment Standards Act Part 3, Section 21 – Deductions*, states that “an employer must not require an employee to pay any of the employer’s business costs except as permitted by the regulations.”
 - Policy interpretation on the [Government of British Columbia’s website](#) includes the following language, “this subsection prohibits an employer from withholding wages for any reason other than for statutory deductions required by law, such as income tax, CPP, and EI, or a court order to garnishee an employee’s wages.” It further clarifies that this includes amounts withheld from a paycheque, as well as requiring an employee to pay through another means.
 - The university interprets this to mean that employees cannot be charged to replace a lost, stolen or damaged OneCard, as the card is a cost of the employer’s business. Any further assessment would require legal interpretation.
- The proposed \$15 fee is cost recovery (see figure 1). The sophistication of each card results in a relatively high purchase price, although the price noted is a lesser cost for cards that was recently sourced from a new vendor. The time to review, process and print each card is approximately 15 minutes.

Purchase price, per card	\$	6.99
Cost per printed image		1.50
OneCard Administration (15 minutes per card)		7.40
Total cost per card	\$	15.89

Figure 1: production cost per OneCard

- ECU reviewed other Post-Secondary Institutions to determine how a charge of \$15 compares to other schools. Below are fees for replacement cards, charged by schools that use a similar card:

BCIT	\$ 11.00
UBC	\$ 15.00
UVIC	\$ 20.00
SFU	\$ 22.40

- Student Services administers OneCard production for students. On average they replace 5 cards per week, except in September when they average more than 20 cards per week, likely due to cards being misplaced over the summer.
 - Since tracking of student OneCard replacements began in February 2023, 531 cards have been replaced. During the period of October 2023 to September 2024, 366 cards were replaced. In comparison, we estimate that approximately 100 cards are replaced for staff and faculty each year.
 - The administrative time required by the employees responsible for producing student replacement cards is the equivalent of one full day per month, or one full day per week in September. This takes time away from their other responsibilities.
 - There were 72 students who requested multiple cards, amounting to 171 cards, with one student requesting seven replacement cards.
 - By taking a student development approach and charging a fee for replacement cards, we feel that students will understand the value of the card and take responsibility for its care.
- The Ministry has confirmed that a replacement fee aligns with the application and intent of the Tuition Limit Policy, as long as the initial ID card remains free of charge.
- Management met with the Students' Union on August 30 to ensure they are consulted on the implementation of the fee, per the Ministry's directive.



Report to the Board of Governors

President + Vice-Chancellor
February 6, 2025

Mandate Letter for Minister Kang, Post-Secondary Education + Future Skills (PSFS)

In mid-January, mandate letters for Ministers and Parliamentary Secretaries were released, outlining the government's priorities for the upcoming term. Key points from Minister Kang's letter include:

- Reviewing existing programs and initiatives for their relevance to training and economic growth.
- Identifying shortages of key skilled workers and delivering practical, rapid training to address these shortages.
- Evaluating and advocating federally regarding the impact of international student restrictions.
- Working with Housing to ensure student housing development.
- Ensuring the implementation of the International Credentials Recognition Act in collaboration with the Parliamentary Secretary for International Credentials.

ECU can expect a mandate letter in February that will align with these priorities.

Campus Visits – Deputy Minister, Minister, and Parliamentary Secretary

The Honourable Anne Kang, Minister of Post-Secondary Education and Future Skills, and Sunita Dhir, Parliamentary Secretary for International Credentials, visited ECU on January 28. This was an amazing opportunity to share some of the important work our faculty and students are doing at ECU, while also discussing our mission, vision, growth opportunities, and challenges. Minister Kang and Parliamentary Secretary Dhir also spent time with the representatives from the Students' Union, the Faculty Association, and CUPE. A tour of the campus highlighted Material Matters Research Lab, the Aboriginal Gathering Place, the Faculty Show in the Libby Leshgold Gallery, the Health Design Lab, and the printmaking studio.

Trevor Hughes, Deputy Minister, Post-Secondary Education and Future Skills, visited ECU for the first time on January 29 and the meeting was generative and positive. Topics of discussion included: ECU's unique contribution to the BC postsecondary sector, the importance of practiced-based art and design education to job creation in BC, the importance of international students to a diverse teaching and learning environment, and areas of potential programming growth.

Feedback on IAPR

In early January, ECU received feedback on the 2023/24 Institutional Accountability Report from the Labour Market Development Division of the Ministry. The University was commended for addressing all priority items outlined in its prior Mandate Letter, including:

- Expanding labour market training and future skills preparedness.
- Supporting meaningful reconciliation for Indigenous learners.
- Developing supports for international students.

ECU's strong overall performance was noted, with nearly all Ministry-established performance measures either met or substantially met. The Ministry specifically recognized ECU's efforts to enhance student satisfaction through strategic investments in the student experience.

30th Annual Exhibition at the Aboriginal Gathering Place: Beadsoup!

The 30th annual exhibition of works by Indigenous students, staff, faculty and alumni will open in the Michael O'Brien Commons on February 6th. This year's presentation, titled Beadsoup, is curated by students Leanne Inuarak-Dall and Rylee Taje. The annual exhibition provides Indigenous students a forum to showcase contemporary and traditional art practices, along with professional practice experience in organizing and curating a group exhibition with the support of the Aboriginal Gathering Place. Members of the community are encouraged to attend.



Report to the Board of Governors

VP, Academic + Provost

February 6, 2025

International Student Updates

The Ministry for Post-Secondary Education and Future Skills distributed the Provincial Allocation Letter (PAL) allotments for all Post Secondary Institutions (PSIs) earlier this week. Overall, BC received a lower allotment than last year, while the categories of students who need PALs have grown to include students already in Canada and transferring from K-12 or other PSIs as well as graduate students. The number of PALs we received this year for undergraduate students is based on expected international enrolments and assumes a high rate of successful visa approvals via the Immigration, Refugees, and Citizenship Canada. We will continue to advise the Ministry as to our PAL usage to ensure that we are able to meet our enrolment targets.

Community Pantry

A food-safe community pantry has now launched, thanks to a collaboration between Student Services and the Student Union, with support from Academic Affairs and the Faculty Association. Initially being stocked jointly by Student Services and the Student Union, the goal is to work with the student-run Food Club on long-term plans to stock, advertise, and maintain supplies. In this soft launch period, we are gathering data on usage and inviting overall feedback. The Pantry is currently located in the Cafeteria, outside of the Student Union office.

Exhibitions

The Libby Leshgold Gallery is hosting the Faculty Exhibition, showcasing over 50 works in a range of media. The exhibition demonstrates the diversity of research and creative practice of ECU's faculty and includes a reading from recent books and publications.

Tide Places Residency

Tide Places: Artists in Dialogue from Tallinn to Vancouver is a research residency in partnership with the Estonian Academy of Arts (EKA), exploring the ecological and social dynamics of the intertidal zone in the eastern basin of False Creek Flats, with a focus on histories of ecological and cultural erasure. Featuring Canadian artist Lou Sheppard (Broadway Subway Project artist), Estonian artist Laura Põld (Visiting Associate Professor at EKA), and ECU researcher and Assistant Professor Laura Kozak, Tide Places is organized by the Shumka Centre for Creative Entrepreneurship in collaboration with the Libby Leshgold Gallery. In January 2025, participants will engage in workshops, artist talks, and social practice events with students from Emily Carr University and EKA, building context for Sheppard's upcoming work, *Tide Change, False Creek*,

set to be installed at the Emily Carr Broadway Subway Station in 2025. This residency builds on Sheppard and Põld's previous collaboration, *Imelik Maja* (2023). Tide Places is generously supported by Peeter Wesik, with additional funding from the Estonian Academy of Arts, Tallinn.

National Portfolio Day 2025

ECU will once again host the Vancouver National Portfolio Day event on Saturday, November 8, 2025, which will include 20+ art and design schools from across the world in attendance. National Portfolio Day is a significant recruitment activity that holds important outward-facing public relations for ECU, and is an opportunity for our community to showcase our campus as well as for faculty to meet with potential students and offer them feedback on their portfolio preparations.



Report to the Board of Governors

Vice President, Finance + Administration
February 6, 2025

Finance

The University's Auditors prepared their Audit Planning Report ("the Report") and presented it to the Audit + Finance Committee on January 23, 2025, where it was accepted. The Report is a document prepared by the Auditors to assist members of the Audit + Finance Committee in understanding the plan for the audit of the university's financial statements.

A financial update will be provided to both the Audit + Finance Committee and the Board in March 2025 when the 2025/26 Budget is presented.

The Q3 forecast was approved by the Chair of the Audit + Finance Committee and forwarded to the Ministry by their deadline of December 16, 2024. The Audit + Finance Committee reviewed the forecast on January 23, 2025, and recommended it to the Board for ratification.

Facility Operations

Reporting for months October, November, and December 2024.

Maintenance Activity

All 283 scheduled preventive maintenance tasks were completed during this period.. This work included servicing the main electrical vault, HVAC equipment, roads, grounds, landscaping, fire and life safety equipment, sprinkler systems, pest control, exit lighting, painting, appliances, access control and panic duress systems, elevators, waste and recycling services, and wireless network maintenance.

A total of 221 service requests were addressed during this period. These involved lighting control changes, event furniture arrangements, housekeeping, access control, telecommunications, plumbing and drainage, and waste management and recycling..

Waste Diversion

37.3% of waste removed from the facility in this reporting period was diverted from landfill and recycled.

Campus Activity

Throughout the Fall term, Facilities provided ongoing support for staff and students by managing campus furniture, event setups, access cards, parking, and locker assignments.

Additionally, we developed and soft launched a new Facilities Work Order System to streamline requests and services.