



**MEETING  
MINUTES OF THE BOARD**

Tuesday, January 28, 2020  
4:45 pm in BR126  
North Vancouver Campus

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<b>Board</b>		<b>Staff</b>
Cherian Itty, Chair	Grace Dupasquier	Jennifer Ingham, VP of University Relations
Duncan Brown, Vice Chair <i>(by teleconference)</i>	Layne North	Jacqui Stewart, VP Finance & Admin
Paul Dangerfield, President	Majid Raja	Laureen Styles, VP Academic & Provost
Andrew Petrozzi	Michael Fleming	Toran Savjord, VP Strategic Planning
Ash Amlani, Board Liaison	Patricia Heintzman	Lesley Cook, EA to the Board of Governors
Barbara Joe	Rodger So	
	R. Paul Dhillon	
<b>Regrets</b>		<b>Guests</b>
David Fung, Chancellor		Stephen Williams, Senate Vice Chair
Mila Mattson		Chris Girodat, CSU Executive Director
		Emily Bridge, CSU President, VP Equity & Sustainability
		Josh Thomas, CSU Director of Policy & Campaigns
		Nandini Sharda, CSU VP Academic

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*We respectfully acknowledge the Lil'wat, Musqueam, Squamish, Sechelt and Tsleil-Waututh people on whose territories our campuses are located.*

The Chair called the meeting to order at 4:36 p.m.

**1. Approval of Agenda**

It was moved (Grace Dupasquier), seconded by (Ash Amlani) and resolved;

*THAT the agenda be approved as amended.*

**2. Consent Agenda**

It was moved (Patricia Heintzman), seconded by (Majid Raja) and resolved;

*THAT the Board approve the following items on the consent agenda:*

2.1. Minutes from the November 26, 2019 Board Meeting

2.2. Board Committee Reports:

2.2.2. Finance & Audit Committee

2.3. Correspondence

**3. Board Chair's Report**

The Board Chair provided highlights. Since the November 26 Board meeting, Board members attended the Joint Board and Senate Social, Capilano University hosted the Universities Canada

Visiting Committee, and the Finance and Audit Committee met twice. The next Convocation ceremony will be held on February 21, followed by a second ceremony in June. The next Board meeting is scheduled for February 25 although, it may be cancelled. The Board's March 24 meeting will be held at the Kálah-ay Sunshine Coast Campus. The Board Chair congratulated Barbara Joe on her election to the Council of the Shishalh Nation.

#### **4. Senate Reports**

The Senate Vice Chair provided the highlights from the January 14 Senate meeting. Senate welcomed Miranda Huron, new Director of Indigenous Education and Affairs, and Robert Thomson, a non-voting faculty position on the Senate. The Registrar presented a list of 469 graduates to the Senate. The Academic Planning and Program Review Committee reported that the review of the Program Review process, for the School of Tourism Management, was successfully completed. The review included the following programs: Bachelor of Tourism Management, Tourism Management for International Students Diploma, and the Tourism Marketing Citation.

The Board Liaison let members know that going forward she will only be able to attend the first two thirds of each Senate meeting due to a conflict in her schedule. The Board will need to find a successor. Interested members are encouraged to contact her.

**Action:** Board members to decide on a Board Liaison successor.

#### **5. Capilano Students' Union**

The Capilano Students' Union (CSU) gave a presentation. They provided a structural overview of the organization and gave details on their new strategic plan, services, programs and provincial government relationships.

The Board Chair asked the CSU to provide further details of the policy positions. The policies illustrate how the CSU position themselves and provide direction to the administration and staff. The Board commented on the CSU's political success and encouraged them to continue to use their voice.

#### **6. President's Report**

The President provided a verbal report to the Board. The official visit from the Universities Canada Visiting Committee was successful. The opportunity to hear from other cross-country university presidents was invaluable. One key take-away is CapU's dedication to knowledge creation. Planning and growth of this field is essential and the beginning of a larger commitment to research. The Envisioning 2030 document will more clearly articulate this commitment. Next steps include the Visiting Committee's written report and the recommendation that will be put forward at the October Universities Canada Board meeting.

The President's Perspective, February 6, will showcase CapU's vision, purpose, and values. The President invites Board members to attend.

The President and the VP of University Relations will meet with the Ministry regarding the response to Assistant Deputy Minister Kevin Brewster's letter to ensure that the Ministry understands Capilano University's initiatives to address the domestic student full time equivalent (FTE) utilization rate. Specifically, it is important to reinforce the University's challenges and

demonstrate the direct relationship to program development, housing, Truth & Reconciliation and domestic enrollment.

The BC Association of Institutes + Universities (BCAIU) hosted the first strategic planning session in January. The meeting resulted in an agreement to focus on annual strategic planning that will better shape BCAIU's project objectives.

CapU continues to move forward with decolonizing practices at the university, and indigenizing curriculum and teaching and learning practices. Advancement together to achieve common goals is paramount. Administration will have a progress report in the near future.

Sadly, Dr. Stanley (Stan) Greenspoon, 2016 Faculty Emeritus Award winner, passed away on January 24, 2020.

**Action:** Lesley Cook to send a President's Perspective reminder to the Board members.

## 7. Finance and Audit Committee

### 7.1 Three Year Operating and Capital Budget (2020/21 - 2022/23)

The Committee met in December and again via teleconference in January for an in-depth discussion regarding the budget. The Administration also met with the Capilano Students' Union to discuss the proposed Student Success Support Fee.

It was moved (Patricia Heintzman), seconded (Ash Amlani) and resolved;

*THAT the Board of Governors approve a 2 percent increase in tuition and mandatory fees for domestic and international tuition for the 2020/21 academic year.*

In order to meet the needs of the growing demand for student services a new Student Success Support Fee is being proposed. The existing model does not address the need for services. Unlike other similar institutions, which at one point increased tuition fees and introduced new mandatory fees, CapU did not follow suit.

It was moved (Patricia Heintzman), seconded (Ash Amlani) and resolved;

*THAT the Board of Governors approve the new Student Success Support Fee of \$16.12 per credit to a maximum of \$127.73 per term for both domestic and international students commencing in the 2020/21 academic year.*

The Committee Chair informed the Board of Governors that the Financial Services team has worked hard to complete the 2020/21 operating and capital budgets ahead of the new fiscal year. The Committee Chair and the VP of Finance and Administration answered questions from the Board and noted recommendations.

The Senate Budget Advisory Committee completed their deliberations of the budget on January 7 and passed a motion that acknowledged completion of their mandate. The Senate Budget Advisory Committee provided much appreciated support.

Board Members congratulated Jacqui Stewart and her team for completing the budget at this early point in the calendar.

It was moved (Patricia Heintzman), seconded (Rodger So) and resolved;

*THAT the Board of Governors approve the 2020/21 operating and capital budgets.*

**8. Adjournment**

The Regular Meeting of the Board adjourned at 6:35 pm.