



## BOARD OF GOVERNORS – REGULAR SESSION MINUTES

Tuesday, April 26, 2011

2:00 pm

Emily Carr University, Boardroom

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### ATTENDANCE:

#### Voting Members:

Jake Kerr, Chancellor  
Ron Burnett  
Darren Devlin  
Evaleen Jaager Roy  
Samantha Lefort  
Rick Mischel  
Heather Oland  
Blair Qualey  
Bob Rennie  
Emma Somers  
John Wertschek  
David Wotherspoon

#### Non-Voting Members:

Michael Clifford, Vice President Finance + Administration  
Monique Fouquet, Vice President Academic + Provost  
Carina Clark, Interim University Secretary

### REGRETS:

Arnold Fine  
Debra Hoggan  
Ingrid Koenig

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## I. ADMINISTRATIVE BUSINESS

### 1. Call to Order

Chair Evaleen Jaager Roy called the meeting to order at 2:05 pm. The Chair congratulated the student representatives, Darren Devlin and Samantha Lefort, for being re-elected to serve on the Board for another year.

### 2. Approval of Previous Minutes

**Moved/Seconded to approve the minutes of the Board meeting of March 29, 2011 as circulated.**

**Carried**

### 3. Adoption of the Agenda – The Finance + Audit Committee report was moved up to number 1 under II. Business / Decisions.

**Moved/Seconded to approve the amended agenda as circulated.**

**Carried**

## II. BUSINESS / DECISIONS

### 1. Finance + Audit Committee Report

Heather Oland reported that the Board Finance + Audit Committee had reviewed in detail the 2011 / 2012 Budget and recommended it for Board approval.

Michael Clifford presented background information on the budget process and referred members to the operating fund summary. It was noted that:

- Emily Carr will receive the same operating grant from the Ministry as in the previous year.
- The Ministry FTE targets remain the same as 2010 / 2011.
- Emily Carr is delivering above the Ministry target. Funding is not received for these students.
- Emily Carr also does not receive grant funding for Masters Students.
- A collaboration with the Central Academy of Fine Arts (CAFA) in Beijing, may attract up to 40 students over a 3-year period beginning in 2012. The first small group of CAFA students will enter Emily Carr this fall.
- Continuing Studies at Emily Carr is continuing to increase its revenue at a steady pace.
- Compared to other North American art and design schools, Emily Carr has one of the lowest tuition rates.

### 2. 2011 / 2012 Tuition fees

Proposed Annual Tuition fee increase:

- Undergraduate domestic 2.0 %
- Undergraduate international 4.0 %
- Graduate studies – fulltime 3.6 %

**Moved/Seconded to approve an annual tuition fee increase as follows:**

- 1) Undergraduate – Domestic 2.0%
- 2) Undergraduate – International 4.0 %
- 3) Graduate Studies – Fulltime 3.6 %

**Carried  
3 opposed, 1 abstained**

### 3. 2011 / 2012 Budget

Michael Clifford presented the 2011/2012 Budget Information package which detailed the budget (on an all funds basis), the budget assumptions, total revenue, tuition revenue, salaries, other expenditures, projected FTE's, and contingency fund. A discussion ensued.

**Moved/Seconded to approve the 2011-12 all funds budget as presented, incorporating a deficit of (\$495,279), conditional on Ministry of Advanced Education approval**

**Carried  
2 abstained**

**Moved/Seconded to approve a deficit management plan to fund the projected 2011-12 all funds deficit of (\$495,279) as follows:**

- 1) Operating Fund (\$288,059): through the application of contingency funding
- 2) Special Purpose Fund (\$40,500): through the application of net assets – internally restricted

**3) Great Northern Way Campus Trust Fund (\$166,720): through application of net assets – internally restricted**

**Carried  
2 abstained**

**III. REPORTS**

**1. New Campus Project**

Jake Kerr, Chancellor, and Dr. Ron Burnett, President, reported on their successful meeting with the Project Board on the morning of April 26. The purpose of the meeting was to discuss the Concept plan for the proposed new Emily Carr campus at Great Northern Way. The Project Board approved the Concept plan as presented. The Concept plan will now be presented to Treasury Board by AVED in the hope that funding for the business case will be forthcoming.

**2. Chair's Report**

Evaleen Jaeger Roy updated members of the Board on the following:

The new Minister of Advanced Education, Honorable Naomi Yamamoto, visited Emily Carr University on March 31, and met with Dr. Burnett and Evaleen Jaeger Roy. Minister Yamamoto, who has a design background, toured the Emily Carr campus, and enjoyed meeting students and learning about the University.

Jake Kerr, Evaleen Jaeger Roy and Dr. Ron Burnett will meet with MLA's in Victoria on May 10, to present information about the new campus at Great Northern Way.

**3. President's + Vice Chancellor's Report**

Dr. Ron Burnett reported that the deadline to submit names for the 2 Canada Research Chairs is October 26. An extensive search is underway for highly accredited candidates.

*Monique Fouquet left the meeting.*

A highly accomplished and desirable candidate for the VP Academic position will be visiting Emily Carr again next week. The candidate will be meeting with the President, and the Emily Carr management team. A draft contract (approved by PSEA) will be discussed with the Candidate. The position must be filled by August 1, 2011.

*Monique Fouquet joined the meeting again.*

**4. Senate Report**

Ron Burnett reported that the new digital resource requirement (students in second year design will be required to purchase laptops) was approved at the Extraordinary Senate meeting of April 15. The digital resource requirement applies to students who enter their Majors in Design (ISMA and Communication Design). Darren Devlin pointed out that the students would have liked to receive more in-depth information prior to the Senate meeting. In future, students would like to be more fully consulted regarding similar important issues. This point was duly noted and agreed with.

Monique Fouquet reported that the Senate Budget Committee met on April 20 and approved the 2010/2011 Budget.

**IV. INFORMATION ITEMS**

A calendar of annual events was included in the agenda package. Evaleen Jaager Roy reminded the Board that Emily Carr's graduation is taking place on Saturday, May 7. The VIP brunch is held at Granville island hotel at 10 am, and the graduation ceremonies commence at 1 pm at the Chan Centre. All Board members are encouraged to attend. Evaleen also mentioned that the Board Retreat is scheduled for Thursday, May 12<sup>th</sup> from 9:00 a.m. until 1:00 p.m at Emily Carr University. Further detailed information about the day will be forwarded shortly.

**V. NEXT BOARD MEETING: May 19, 2011**

**VI. ADJOURNMENT**

There being no further business, the meeting adjourned at 3:04 p.m.