

## BOARD OF GOVERNORS

### REGULAR MEETING MINUTES

MEETING: Monday, November 4, 2019  
TIME: 5:00 pm  
LOCATION: Paul Building, Room 216, Lansdowne Campus

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**BOARD MEMBERS:** Emily Rogers  
Rob Smythe  
Al van Akker  
Lindsay JD van Gerven

**ADMINISTRATION:**  
John Boraas, VP Education  
Heather Cummings, VP Student Experience  
Deborah Huelscher, CFO & Interim VP Administration  
Rodney Porter, Exec. Director, Communications & Marketing

**GUEST:** Evan Hilchey, Director, Student Affairs

**REGRETS:**  
Barbara Severyn, Exec. Director, Human Resources  
Mike Stubbing  
Phil Venoit  
Geoff Wilmshurst, VP Partnerships

**EXECUTIVE ASSISTANT:** Heather Martin

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#### I CALL TO ORDER

Laylee Rohani, Chair,





**ii) Student Appeal of Suspension**

**a. Overview**

Laylee Rohani, Chair, reviewed the process. Today we will gather information, and no decisions will be made. We will hear from Evan Hilchey about supports for students prior to suspension. The letter from CCSS and their legal opinion are in the package. We will record questions for CCSS. The college's legal opinion is in-camera to maintain solicitor client privilege.

**b. Student Supports Prior to Suspension**

Even Hilchey, Director, Student Affairs, noted there are a variety of supports to students and to the faculty and staff who support the students. The supports include the Office of Student Support; Student Support Managers and the Counseling Centre, Ombudsman, Campus Security, CCSS, and Ey Sq 'lewen. When students are struggling early intervention is the key to success. The students are connected with the type of help they need at the time that they need it. There is always someone available to them.

**c. CCSS Response**

In the first paragraph, third sentence of the letter, Michel Turcotte refers to something that took place in the spring of 2011. Michel will be asked to clarify.

**3. Finance Committee**

- i) The minutes from the September 3, 2019, Finance Committee meeting were included in the agenda package.
- ii) Cindy Choi, Chair, Finance Committee, gave a report on the October 28, 2019, meeting. We welcomed new Finance Committee members Al van Akker and Margie Parikh. The newest appointed member is Mike Stubbing, who is the incoming Chair. Cindy and Deborah Huelscher have a transition meeting planned for Mike on November 13. There is always a budgeted deficit at the six-month point because we incur expenses before the revenue comes in. Overall, we are reporting a deficit of \$6.3M against a budgeted deficit of \$5.9M resulting in a negative variance of \$.4M at September 30. These are timing deficits that will be worked out by the end of the year. Deborah Huelscher, CFO & Interim VP Administration, provided a summary level update on the financial results for the second quarter of the fiscal year. Fall enrolment numbers for international students are on target at 1,646 students. Our updated second quarter forecast for the year shows a balanced budget at March 31, 2020. Deborah gave an overview of the process and timeline of the budget process for 2020/2021. The budget will go to board in April for approval.

**V APPROVAL OF THE MINUTES**

The minutes of the September 16, 2019 meeting were approved as distributed.

**VI NEW BUSINESS**

**1. Institutional Accountability Plan and Report**

**2. Bargaining Update**

The update was included in the agenda package.

**VII ADJOURNMENT**

The meeting was adjourned at 6:19 pm.

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Laylee Rohani, Chair

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Date

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Heather Martin, Recorder