

MEETING AGENDA

BCIT BOARD OF GOVERNORS – OPEN

Tuesday May 28, 2024, 1:00 to 2:10 p.m.

- [Join the meeting now](#); Mtg ID: 238 461 788 081; Passcode: nnCWaa

Board:

Dan Reader, Chair
Corry Anderson-Fennell
Catherine Boivie
Mike Bonshor
Marcia Braundy
Bobby Davidson
Bob Enns
Don Matthew
Scott McAlpine
Jeff Musialek
Tamara Pongracz
Balwant Sanghera
Claire Wang

In Attendance:

Raimonda De Zen, Dir. Enterprise Risk & Internal Audit
Sarah Dunn, Dir., Institutional Research
Jennifer Figner, Provost & VP, Academic
Chris Hudson, Interim VP, People, Culture & Inclusion
Elizabeth Kao, Sr. Dir., Financial Planning & BI
Trish Pekeles, CFO & VP, Administration
Cynthia Petrie, VP, External
Barbara Kader, EA, Governance

Ex Officio:

Jeffrey Zabudsky, President
Eric Fry, Education Council Chair

	Item		Presenter
1.	Call to Order and Introductory Remarks <i>BCIT acknowledges that its campuses are located on unceded Indigenous land belonging to the Coast Salish Peoples, including the territories of the xʷməθkwəyəm (Musqueam), Səlilwətaʔ/Selilwitulh (Tsleil-Waututh) and Skwxwú7mesh (Squamish) Nations</i>	1:00	Chair
2.	Governor Appointments Biographies and Oaths of Office	1:02	Chair
3.	Approval of Agenda/Consent Agenda <i>(subject to request for discussion)</i> 3.1 Adopt Agenda 3.2 Minutes April 3, 2024 3.3 Institute Report 3.4 Education Council Report 3.5 Governance Committee Update 3.6 Policy List MOTION: <i>THAT the Board of Governors approve the Agenda/Consent Agenda for the Open Board of Governors meeting held on May 28, 2024.</i>	1:10	Chair
4.	Board Chair's Report	1:20	Chair
5.	President's Report	1:25	J. Zabudsky

6.	<p>Audit and Finance Committee 6.1 FY2024/25 Budget</p> <p><i>MOTION: THAT the Board of Governors approve the 2% increase on both domestic (base) tuition and mandatory student fees, and a 6% increase on the International Differential Factor for FY2024/25.</i></p> <p><i>MOTION: THAT the Board of Governors approve the FY2024/25 Budget and BCIT funded capital relating to equipment and deferred maintenance, subject to final Ministry approval of the annual deficit budget.</i></p>	1:35	D. Matthew	
7.	<p>Canadian Foundation for Innovation Grant for Advanced Mobility Devices</p> <p><i>MOTION: THAT the Board of Governors approve the Canadian Foundation for Innovation grant in the amount of \$1,011,000, the British Columbia Knowledge Development fund grant in the amount of \$1,011,000 and the related inter-institutional project agreement with the University of Manitoba.</i></p>	2:05		
8.	<p>Next Meeting and Conclusion</p> <ul style="list-style-type: none"> • June 24, 2024 	2:10		

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EDUCATION
FOR A COMPLEX WORLD.



MEETING MINUTES

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Scott McAlpine
Jeff Musialek
Tamara Pongracz
Claire Wang
Jimmy Wang

In Attendance:

Raimonda De Zen, Dir. Enterprise Risk & Internal Audit
Sarah Dunn, Dir., Institutional Research (#6.1)
Jennifer Figner, Provost & VP, Academic
Chris Hudson, Interim, VP, People, Culture & Inclusion
Elizabeth Kao, Sn. Dir., Financial Planning & BI (#6.1)
Trish Pekeles, CFO & VP, Administration
Cynthia Petrie, Interim VP, External
Barbara Kader, EA, Governance

Regrets:

Balwant Sanghera, Board Member

Ex Officio:

Jeffrey Zabudsky, President
Eric Fry, Education Council Chair

A quorum was present.

1.0 Call to Order and Introductory Remarks

The Chair acknowledged that BCIT campuses are located on unceded Indigenous land belonging to the Coast Salish Peoples, including the territories of the x^wməθkwəy̓əm (Musqueam), Səlilwətaʔ/Selilwitulh (Tseil-Waututh) and Skwxwú7mesh (Squamish) Nations.

2.0 Governor Appointments

Distributed material: Biographies and Oaths of Office

The Chair administered the Oath of Office for Mr. Bobby Davidson and Mr. Jimmy Wang. Introductions were made.

The Board Chair thanked Scott McAlpine for his dedication during his tenure on the Board, which ends on May 31, 2024.

3.0 Approval of Agenda/Consent Agenda Bob and Claire

Received as previously circulated.

IT IS HEREBY RESOLVED, SECONDED AND CARRIED THAT the Board of Governors approve the Agenda/Consent Agenda for the Open Board of Governors meeting held on May 28, 2024.

- 3.1 Adopt Agenda**
Distributed material: Agenda
- 3.2 Minutes April 3, 2024**
Distributed material: Meeting Minutes
- 3.3 Institute Report**
Distributed material: Information Note
- 3.4 Education Council Report**
Distributed material: Correspondence
- 3.5 Governance Committee Update**
Distributed material: Information Note
- 3.6 Policy List**
Distributed material: Information Note

4.0 Board Chair's Report

The Board Chair reported on the recent events he attended with the President.

5.0 President's Report

Distributed material: Information Note

The President highlighted key events from his report:

- BCIT's *Jill of All Trades* all-day event
- *BCIT President's Forum*
- *About Benchmarking Greater Vancouver 2024* - Greater Vancouver Board of Trade, held at the Tech Collider – Downtown Campus
- Premier David Eby and the Minister of Housing Ravi Kahlon visited the Burnaby Campus on May 27, 2024
- Met with the Indigenous Initiatives department with representatives from the Squamish Nation on May 28, 2024

5.1 Executive Team Member

Distributed material: Information Note

Chris Hudson was introduced during item #1.0.

6.0 Audit and Finance Committee

6.1 FY2024/25 Budget

Distributed material: Decision Note, Presentation

From the materials previously circulated, management reported that the International Differential Factor (IDF) rates in full-time and Flexible Learning will experience a 6% increase, making the effective rate of the total international fee as 4%. Tuition fees increased by 2% for domestic and an average (combined base & international

differential) of 6% for international students. These rates are aligned with other institutes within the sector.

Jimmy Wang conveyed appreciation for the student consultation that had taken place in the budget preparation process.

It was reported that the Ministry of Post-Secondary Education and Future Skills has acknowledged and accepted BCIT's deficit budget, as it has in recent years, and is expected that special permission for the deficit will be approved by government in Q3. Staff highlighted strategic focus, budget overview and goals, and the four components of the budget framework.

Management reported that the process to implement *Section 54 (of the Labour Relations Code)* had begun and that notice has been provided to allow sufficient time to meet in good faith for meaningful discussions to endeavour to develop an adjustment plan.

Management answered a question regarding budgeted tuition against actual tuition and if initiatives within this budget compared to the previous year's budget, are being contemplated by the institution to have a pro-active impact, opposed to being reactive as the year progresses. The approach this year has been different from the previous year and management will continue to look for ideas to increase tuition revenue. The budgeted tuition projections are considered realistic and are a result of working with enrolment projections, with Institute Research, with experts in each of the schools and with marketing. Early projections are currently showing positive results.

Management reported that the Future Skills grant of \$3,500 per student was not part of the budgeted forecast but will have a positive impact.

Questions were answered on how this budget contributes to that of three years ago. Management reported that a \$5M investment fund, not applied to operations but to strategic initiatives is in place in order to keep programs current, and to invest in students and technology.

Management answered questions regarding timelines on delivering current digital technology and provided examples of what has been accomplished and what will be imminent. 'My BCIT' will be included in the cross organizational technology update.

IT IS HEREBY RESOLVED, SECONDED AND CARRIED THAT the Board of Governors approve:

1. A 2% increase on both domestic (base) tuition and mandatory student fees, and a 6% increase on the International Differential Factor for FY2024/25. The increase in domestic tuition and mandatory student fees complies with the Ministry of Post-Secondary Education & Future Skills' (PSFS) Tuition Limit Policy.
2. The FY2024/25 Budget and BCIT funded capital relating to equipment and deferred maintenance, subject to final Ministry approval of the annual deficit budget.

7.0 Canadian Foundation for Innovation Grant for Advanced Mobility Devices *Distributed material: Decision Note*

Management highlighted key points from the decision note previously circulated.

IT IS HEREBY RESOLVED, SECONDED AND CARRIED THAT the Board of Governors approve the Canadian Foundation for Innovation (CFI) grant in the amount of \$1,011,000, the British Columbia Knowledge Development (BCKDF) fund grant in the amount of \$1,011,000 and the related inter-institutional project agreement with the University of Manitoba.

8.0 Next Meeting and Conclusion

The next Board of Governors meeting will be held on June 24, 2024 at 1:00 p.m.

The open meeting concluded at 2:10 p.m.



Dan Reader, Chair