



BC COLLEGES

CONSENT AGENDA
PRESIDENTS' MEETING

Monday, November 4th, 2013
YVR Fairmont, Canvasback Room
8:30 – 3pm

Consent Agenda Items	Supporting Documents/Information
Minutes of September 17 th meeting	Distributed for review and approval (attached)
Association Financial Statements	With the Association, as a Society dissolving, the financial statements conclude the Association's statement of revenues and expenses (attached)
Essential Skills update	The project is progressing well. On-line training has started and a more thorough face to face training session is planned for November. Douglas College and North Island College have implemented their pilots with the balance scheduled for January 2014. We have resubmitted our LMP proposal to JTST and are awaiting a decision. OLES is interested in taking the pilot nationally and we will be exploring this opportunity further in the next month.
Economic Impact Study update	A draft report has been provided to each college and to BCC. Plan is to complete study and have results ready for release in January 2014. I have expressed some concerns about the initial findings in the draft report and I'm in discussions with EMSI to clarify the results and any adjustments that may be appropriate. Each college will be asked to review the historical data to ensure it is correct; the accuracy of the data is critical to achieving the desired results. Please note that the results are still subject to change and should be used for internal purposes only until you/we are satisfied and the study has been finalized. Draft reports have been sent to each of the colleges' IR person and EMSI will work with them on any data or text edits. The documentation presenting the data and methodology will be available shortly.
Workforce Coalition between BCC/Industry/Labour and Collaboration between BC & Alberta Colleges	Two potential initiatives designed to demonstrate BC College's leadership in addressing the skills agenda of the Province – the first would involve forming a coalition of industry and labour leaders, the objective of which would be to agree on strategies to build labour force capacity in BC. I've had positive discussions with BCCA, COFI, BC Chamber, BCBC on this idea and it would be useful to get feedback on the merits of devoting energy and resources to this area. The other area is looking at the feasibility of holding a meeting between presidents from BCC and Alberta College and Institutes. The purpose of this meeting would be to explore collaborative opportunities between our two systems and advocate support from government and industry. The idea was floated with some Alberta presidents at the ACCC Skills Summit and there seemed to be interest.

**In Attendance:**

BCC	Jim Reed	NIC	John Bowman Bruce Calder
CC	Kathryn Laurin Marilyn Pattison	NLC	Laurie Rancourt John Kurjata, Vice Chair
CNC	Bryn Kulmatycki Bob Murray	NWCC	Denise Henning Rhoda Witherly
COTR	David Walls Dave Handy	OC	Jim Hamilton Tom Styffe
DC	Scott McAlpine Shelley Williams	SC	Angus Graeme Bruce Morrison
LC	Roy Daykin Anne Lippert	VCC	Kathy Kinloch Cathy Young

Guests:

Ministry (AVED)	Minister Amrik Virk,;Deputy Minister Sandra Carroll Nick Facey, Minister Virk's Chief of Staff
Red CAB Communications	Alix Cameron, Cindy Ball
BCCAT	Rob Fleming

Resources:

BCC	Judy Kelly, EA to Jim Reed
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1. Opening Comments – Angus Graeme

Angus Graeme welcomed Presidents and Board Chairs, as well as guests to the meeting.

The agenda was approved, moved by Anne Lippert, seconded by Laurie Rancourt

Presidents agreed to accept the addition of a Consent Agenda format and noted this was an efficient use of time. Motion was moved by Denise Henning and seconded by Bob Murray.

A motion to adopt and approve the consent agenda for the September 17th, 2013 meeting was moved by Scott McAlpine and seconded by Bruce Morrison.

2. Roundtable

CC	• Domestic enrolments on target • Restructure of international; have realized significant growth • Academic Prioritization exercise (strengths/opportunities); don't want to be reactive at budget time • Financial innovation – Enterprise Port at Interurban; touch-point for industry • Have implemented all 30 recommendations from strategic management review • Board appointments – 2 of 3 appoints; succession plan needs to be revisited as third person not reappointed
CNC	• Small issues; enrollment down due to international • Aboriginal component moving forward • TOR – college wide Advisory with respect to Aboriginal education • Activity continues with Aboriginal Service Plan • Cost of delivery high with regional trades • Undertaking collaborative initiatives with industry

	• Team Canada chefs at CNC in October • Advocacy opportunities with 3 Ministers and 1 MLA in the region • BRDO – reappointments were needed (2 reappointed, 2 vacant)
COTR	• Enrollment flat • Some increases in university studies, math and science • Doing training for Teck Mines • Sustainable farming initiative in Creston • Strategic plan ends 2014; looking at moving towards integration of new plan • Looking forward to new President's leadership with Strategic Plan
DC	• Enrollments up; continue to grow • Undertaking a VP Finance search • Undertaking program on strategic enrollment management • Initial program review process (17 undertaken to date) • Financial front strong • Board now outward focused (substantial partnerships for shared services sector-wide) • Looking at Executive Compensation issues
LC	• 10 vacancies filled by different interim staff; 5 now filled • Self-funded Science and Technology building will be open in January 2016 • Opened Technology and Learning Centre • Started program review process • Midst of Presidential search • Updated the Strategic Plan and now working on Academic Plan • Having an MLA Breakfast in October for catchment area
NIC	• Acknowledgement of Jan Lindsay's work at NIC with the Integrated Strategic Plan • Headcount down • International program small but thriving • Business and Computer Science doing well • In 5th year of Strategic Plan • Campbell River campuses need upgrade (currently share facility with school district – plan to combine students/programs not working well)
NLC	• Headcounts up, including university transfer, along with international; developmental programs down (may be how programs are structured) • Strategic enrollment management program review • Difficult to attract talent to NLC • Buildings in disrepair; advocating for upgrades to Trades building (health and safety and configuration issues) • Received LEEDS Platinum designation for Energy House • Increased spotlight on NLC with Global TV features; The Gems of Higher Learning (airing in communities where there will be layoffs) • Aligned with Natural Gas strategy (Workforce Natural Gas Strategy to involve NLC) • Volume of skills gap impact is severely underestimated • Looking to partner with institutions in Centre of Oil and Gas • Trying to find/get Board members; good composition at this point
NWCC	• Numbers up 3% overall; very stable • Developmental ed not working; now everything is going mobile; outstanding success with alternative schools

	• Strategic enrollment plan being done through Association of Rural Colleges • Pilot Program (Coastal Pathways Partnership) – at Houston campuses Learning Centres – available for anyone to access • Aging infrastructure (Terrace administration building) • LNG Plants looking for partnerships with industry • Piloting learning centres (with learning coaches) with good success, but not counted by government, which needs to be put on government's agenda • Literacy levels of incoming students an issue • Participation in AVED Centres of Excellence
OC	• On target with enrollment (7800 students)– Trades and International up as is Distance Education; Arts down for the first time in 8 years • Wine, food, tourism program; international strategic partnerships • How to expand when resources are low; strategic partnerships necessary • Strategic enrollment management • Thank you for attendance at June ACCC conference • Completed first phase of \$4M renovation (vocational, skills, trades); • Capital side – also opened running track in Vernon • Sept 27th marks Okanagan College's 50th anniversary • Advocacy – catchment area is from Osoyoos to Revelstoke – 7 provincial ridings; well situated; "Okanagan caucus"
SC	• Enrollments steady or up • ABE (competing for adult learners); down 200 • ESL retention strategy shows increase of 20% • Strategic enrollment management – access/success • Aging infrastructure – no capital funding • Meetings with hydroelectric – looking to develop a workforce strategy with industry to keep workers local • Successful Board retreat in Kaslo (2 new Board members – 1 elected, 1 appointed) • Review of new and existing programs • Difficult to distribute learning to small centres • Advocacy committee meeting with industry and municipal partners (may help with capital funding)
VCC	• Increased marketing and website as part of revitalization of VCC • Enrollments up • Leading provincial pilot - English as a Second Language – common curriculum • Partnerships with Vancouver School Board, SFU and BCIT • Judith McGillivray has joined college on interim basis as VP Education and Student Services • Continuing with Downtown Eastside strategies • Two goals – to diversity revenue and have quality academic programs • Full complement of Board members • Looking at succession plan • Now have Integrated Plans in place

3. **Advocacy and Communication Strategy – Jim Reed, Alix Cameron, Cindy Ball** (presentation posted in secure area of website)

Areas covered in this presentation included:

- Update of advocacy post-May 2013 election
- Overview of the BCC message – The Situation, The Largest Percentage of Projected Job Openings will Require College Education, Key Areas for BC's Colleges, #1 Ensure A Skilled & Educated Workforce, #2 Build Strong & Vibrant Communities, #3 Enhance Competitive Advantage in Knowledge & Skills
- Communication Tools & Tactics – existing, SSC Presentation, Vancouver Board of Trade Panel Presentation, Media Outreach Fall 2013

4. **Ministry of Advanced Education – Minister Virk, Deputy Minister Carroll**

Angus welcomed the Minister and Deputy Minister to the meeting of BCC Presidents and Board Chairs. The Minister was pleased to get the invitation to attend and noted that he will be visiting many post-secondary institutions by Christmas, first visiting the more remote institutions.

- Referred to his mandate letter from the Premier as “our” mandate; a relationship of “no surprises”; they aim to operate their office as a business with responses back in timely fashion (30 day cycle)
- Public asking more of the college system (described colleges as being on the pointy end of the stick on the skills issue); education has to align with job market – graduating taxpayers
- GLE is looking for efficiencies; collaboration with K-12 and mayors to share facilities? Collaboration with Industry – naming opportunities for infrastructure?
- If institutions need industry resources/equipment, reach out to Minister Virk and MLAs who will try to get institutions the resources/equipment needed

Deputy Minister Carroll also thanked BCC for the opportunity to meet Presidents and Board Chairs. She noted that cooperatively, AVED and BCC can deliver on “our” mandate letter. She will be building relationships with stakeholders with visits to institutions over the next year. Fiscally, she noted there is no extra cash, but AVED may make changes to policy that would help alleviate some of the challenges faced by colleges.

Topic	BCC	Ministry
Aligning system with government priorities	Continue to use the information gathered from the Regional Workforce Tables – individuals remain committed. Also the Northern Opportunities Group – everyone already at the table	Minister will speak with Minister Bond
Rural and Remote	Colleges are strongly connected with communities; encourage Minister to visit, looking at the colleges through the lens of a student	Minister will bring MLA and other Ministers; like to touch base with others of importance in the area
Collaboration	Collaboration exists around the BCC table; interested in Minister opening door to industry leaders. BCC fully committed to continue to work with K-12. Huge mismatch on skills gap; capacity issues with colleges (resource issue). BCC would like to be at the table early on partnerships that are	Colleges on the pointy-end of the stick when it comes to the skills agenda. Looks to work collaboratively with colleges

	facilitated by government VCC is one of the leads in an English as a Second Language pilot; pleased to join Minister in conversations and keep him well-informed. Collaborative pilot	
Cost of delivering "World Class Education"	Colleges are resource challenged which means a reduction in programs and services; flat funding means cuts due to Budget reductions in funding, cooperative savings, collective bargaining. Colleges are key drivers to address skills shortages but are strapped for resources	This and next year are tight; once returns from investments are realized, the Minister will push for reinvestment back to education. Savings are there, Government open to hear creative solutions. DM Carroll and a small group of Deputy Ministers meet to discuss efficiencies.
Looking to investments to invest in education	What are short, medium, long-term solutions to skills shortages?	Industry ready to be there as never before; Minister will assist in obtaining industry commitment to resources for colleges
Potential cuts to Federal Funding (LMA)	On the policy side, would the Minister have some influence of federal counterparts	United front with Alberta and Saskatchewan on this issue; united firm response to federal government.
MLAs	NWCC was told that a Ministerial group to be formed in the area as to what jobs will be needed. Keep colleges at the beginning of all discussions.	Have to involve colleges because colleges are on front line – what jobs, where, how many
Resourcing college's Board of Governors	Colleges have skilled people with diverse backgrounds but there continues to be a lack of clarity around BRDO process and principles. Better understanding needed of processes and timeliness; encourage BRDO to work with colleges. Douglas college succession plan has shifted from community based to merit based. Would like strategy skills focus	Board Chairs should be looking for those they deem suitable to sit on their Board; Board members are <u>volunteers</u> . BRDO needs to ensure that there are members to fill a quorum, but can't commit to supporting Board Chair's recommendations
Meeting market needs	Innovative ways of delivery; can't have AVED policy getting in the way. Colleges innovative in meeting market needs. Need more support from government in plans; past multi-year funding helped with capital and program planning.	Be innovative and creative in funding. He is here to tell Government what colleges think.

5. BCCAT – Rob Fleming

- Publications available on the website (<http://bccat.ca>) found in Research and Publications area.
 - 2012/13 Annual Review: Expanding Pathways
 - 2013/14 Research Plan
 - No Credential? Post-Secondary Participation and Life Activity Patterns of the Class of '88 (both Summary and Full Report, <http://www.bccat.ca/publications/publication/?pub=4365>)

). This is a 25 year study by Lesley Andres (UBC) on the Pathways followed by the class of 1988, mapping their paths through post-secondary. Almost all respondents experience post-secondary at some point along their life's path.

- BCCAT has recently released a synopsis of 10 years of research on the BC post-secondary system , including both student mobility and policy / practice developments (<http://www.bccat.ca/publications/research/synthesis/>).
- BCCAT's EducationPlanner.ca and BCTransferGuide.ca each receive approximately 1M unique visits per year; BCCAT is planning further enhancements to better assist colleges and students:
 - Profile program partnerships
 - Enhance students' ability to find the information on transferring credits into a college
- BCCAT funded primarily by government but an arm's length agency
 - 19 members from across the BC System are on council, including Jim Hamilton
 - Rob is co-chair and executive director; job is to facilitate arrangements between institutions, but BCCAT has no regulatory authority over autonomous institutions
- BCCAT willingness to present research and assist with transfer initiatives as appropriate (Discussion)
 - BCCAT is doing background research on dual credit pathways; perhaps an area where they could be of assistance to colleges developing dual credit opportunities
 - Student mobility research with a regional focus is interesting; BCCAT is willing to work with the Student Transitions Project and make customized presentations , time permitting
 - Information on Student Mobility is excellent and would be of interest for Board members; gives accurate fact-based picture of student mobility and what's happening over the years
- International student survey – BCCAT has formed Provincial Steering Committee to guide this a 2 year project, with the survey out in the field next year
- Senior Academic Administrators Forum (Oct 10) – BCCAT helped to organize system discussion on curriculum approval processes
- Associate Degree Review Report of the Steering Committee is now available (<http://www.bccat.ca/system/associatedegreeareview/>). BCCAT is soliciting feedback on the report and recommendations from system groups, institutions, and educators to inform Council assessment of next steps at the December 2013 Council Meeting.
 - Rob requested feedback from BC Colleges
 - General support for the report and recommendations was noted
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6. Debrief

Minister is enthusiastic and appears to understand key role colleges will play in skills agenda (his reference to "colleges being on the pointy end of the stick"). His response to the budget challenge was disappointing; we clearly need to get more support on the need to start to invest now. His reference to industry being the solution to the equipment replacement issue was not reflective of what we are hearing from industry; it was to see government investment first and then be prepared to invest as well. Overall, the group felt it was a positive meeting with the Minister and Deputy Minister and there appeared to be a willingness and ability to work cooperatively together.

7. BC Consortium for Skills Development – *Scott McAlpine*

- Scott reviewed with Presidents the recommendations outlined in the Skills Development proposal. Steering Committee is proposing a combination option 2 (Scaled approach) and option 3 (CETA BC led approach).
- The allocation of member fees to the project will follow a similar approach used for the BCC operational fees; this is 60% allocated to large institutions and 40% to small institutions. Assuming all 11 colleges will participate and on the notional requirement for year 1 of \$125,000, this would

amount to \$15,000 for large colleges (5 – Camosun, Douglas, Langara, Okanagan, VCC) and \$8350 for small colleges (6 – CNC, COTR, NIC, NLC, NWCC, SC). If other institutions within the post-secondary system also wish to participate, the proportional allocation will be adjusted accordingly. Institutions will be invoiced appropriately and the funds will be administered accordingly to the recommendations of the committee and the approval of the BCC presidents.

- Consortium would act as the consultant team who reports to Presidents. CETA BC would have responsibility for capacity and development and report back to the Presidents.
- Costs per institution would be pro-rated between large and small colleges
- Presidents were asked to identify people from their respective institutions that would be on a steering committee that could provide executive management over the project
- BCC would draft a Terms of reference, organize the first meeting and report back at the November 4th meeting as to cost and first steps
- Committee would report to the Presidents

MOTION: The BCC Presidents support the proposal delivered by Scott McAlpine on behalf of the Steering Committee at the Sept 17th BCC – combination of Options 2 and 3.

Moved: Jim Hamilton

Seconded: Roy Daykin

Carried

- **Jim Reed will outline next steps in memo form, following the meeting.**

8. Strategic Discussion

- May 30th Retreat
 - #1 priority was an advocacy strategy that aligns with government priorities; we have tactics in place that are already under way; need to flesh out tools for the toolkit; Communication strategy to follow; Economic Impact Study should be completed in November and could incorporate some of the findings into the advocacy
- Conference Board of Canada
 - BCC/BCAIU to engage a study with the Conference Board of Canada
 - Cost \$30K each for BCC and BCAIU (BCC to cover cost for their portion)
- Budget
 - 2015/16 a key year for Budget; may be money put back into education
 - Discussion about holding a Skills Summit with Industry the Spring of 2014, then roll out the results of study at the Summit (Ministers, Industry, PSE); wondering about making this a western province initiative
- ACCC Summit
 - ACCC asking institutions to invite key industry leaders to Skills Summit; discussion on who would pay their registration
 - Presidents to send names to Jim – names/industries suggested were someone from shipbuilding, John Leech, Laurie Sterritt from BC Aboriginal Mine Training Association, someone from Site C Hydro; James Gorman from COFI, Greg D’Avignon from BCBC; would ask them if they want a key voice at the table
- Essential Skills Pilot – getting a lot of traction and interest within government; a couple of colleges have started, with the others starting January 2014 under the leadership of the Training Group.
- Contract Services – outline given in November (Consortium for Skills Development)
- Aboriginal – advocating for permanent funding rather than project funding; will come in at the Call to Action Meeting November 27th (attending are Jim Reed, Denise Henning, Kathy Kinloch and Angus Graeme)

9. Other

- Executive Compensation and PSEA - capacity to attract good and seasoned people; hard to keep good staff; need new comparatives and strategy to resolve issue
 - Salaries are set to President's salary; don't get cost of living increases
 - Require differentiated approach to exec compensation
 - Outdated data – get data as it relates to college sector
 - Ask Board Chairs if they want Presidents to get data and have Chairs then move forward behalf of the Presidents
- BCC Governance – review of TOR and audited financials
- Science Charter – *Laurie Rancourt*
 - BCC an inaugural signatory
 - Require BCC representative on Sept 28th (Scott McAlpine volunteered) and morning of Nov 7th
- Invitations to ACCC National Skills Summit (Oct 20/21)
- BCARIN – proposition, as presented, not a priority for colleges. Scott to report back to BCARIN.

10. Plenary with Board Chairs

The Board Chairs had discussion on the following:

- Executive Salaries – meeting scheduled between Anne Lippert, Langara College, and Tom Vincent, PSEC to discuss review of salary cap
- Board member remuneration
- Comparative Remuneration study – being undertaken by Shelley Williams, Douglas College
- BRDO presentation – informative in terms of intended procedure; BRDO does not want Board Chairs to independently recruit
- Committee structure of other college Boards; sharing of information

11. Closing Remarks and Adjournment

Angus thanked everyone for their participation at this meeting and the meeting was adjourned.

Next Meetings: Tuesday, October 15, Conference call 10 – 11 am (PST)

THE ASSOCIATION OF PUBLIC POST SECONDARY COLLEGES IN BC

FINANCIAL STATEMENTS

DECEMBER 13, 2012

UNAUDITED - SEE NOTICE TO READER





Andrew M. Jackson B.A., C.A.* Larry D. Eade B.Sc., C.A.* Tim P. Jackson B.A., C.A.* David H. Pickstone B.A., C.A.* Willow L. Rupert B.Comm., C.A.*

**denotes incorporated professional*

NOTICE TO READER

On the basis of information provided by management, we have compiled the statement of financial position of The Association of Public Post Secondary Colleges in BC as at December 13, 2012 and the statements of operations and net assets for the period then ended.

We have not performed an audit or a review engagement in respect of these financial statements and, accordingly, we express no assurance thereon.

Readers are cautioned that these statements may not be appropriate for their purposes.

A handwritten signature in black ink that reads 'Trenholme & Company'.

Chartered Accountants LLP

Victoria, British Columbia
May 10, 2013

THE ASSOCIATION OF PUBLIC POST SECONDARY COLLEGES IN BC
Statement of Financial Position
December 13, 2012

	2012 December 13	2012 March 31
ASSETS		
Current assets		
Cash	\$ -	\$ 211,866
Trade receivable	-	47,494
	-	259,360
	\$ -	\$ 259,360
LIABILITIES AND NET ASSETS		
Current liabilities		
Accounts payable and accrued liabilities	\$ -	\$ 15,677
Deferred contributions	-	72,791
Net assets	-	170,891
	\$ -	\$ 259,359

Approved by the Directors

(see accompanying notes)

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THE ASSOCIATION OF PUBLIC POST SECONDARY COLLEGES IN BC

Statement of Changes in Net Assets

Period ended December 13, 2012

	2012 9 Months	2012 12 Months
Net assets, beginning of period	\$ 170,891	\$ 97,601
Excess of revenue over expenses	23,339	73,290
	194,230	170,891
Transfer to BC Colleges	194,230	-
Net assets, end of period	\$ -	\$ 170,891

(see accompanying notes)

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THE ASSOCIATION OF PUBLIC POST SECONDARY COLLEGES IN BC
Statement of Operations
Period ended December 13, 2012

	2012 9 Months	2012 12 Months
Revenue		
Government grants	\$ 72,791	\$ 2,712,713
College contributions	343,502	470,002
Interest income	90	9,958
	416,383	3,192,673
Expenses		
Consultant fees	54,115	141,273
Accounting and legal	4,900	8,468
Communications and marketing	35,416	66,192
Bank charges and interest	149	711
Grants disbursed - colleges and other institutions	-	1,961,268
HST forum	-	469,916
Management and administrative services	265,421	332,302
Project management	-	63,845
Travel and meeting expenses	28,048	58,425
Other conferences	4,995	14,375
Technical services	-	1,608
Membership fees and registration	-	1,000
	393,044	3,119,383
Excess of revenue over expenses	\$ 23,339	\$ 73,290

(see accompanying notes)

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THE ASSOCIATION OF PUBLIC POST SECONDARY COLLEGES IN BC
Notes to the Financial Statements
December 13, 2012

1. Status and nature of operations

The purposes of the Association are to assist the members in advocacy to business, industry, and all levels of government; to encourage, foster and develop within the general community a recognition of the importance of college within the post secondary education system; to coordinate efforts of the member on educational projects; to provide a forum for the consideration and discussion of questions affecting members, and to pursue those matters of common interest to the members; to promote good relationships and cooperation between the members and the business community and to liaise with other post secondary institutions, and to do all such things as are incidental, ancillary or conducive to the attainment of the purposes and the exercise of the powers of the Society.

The Association operated as an unincorporated non-profit organization until March 17, 2010, when it was incorporated under the Society Act of British Columbia.

2. Notice of dissolution

The Association was dissolved under the Society Act of British Columbia on December 13, 2012 and the remaining assets were transferred to BC Colleges.

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