



MINUTES
BOARD OF GOVERNORS MEETING
Tuesday, February 25, 2025
4:45 – 6:35 pm
Main Campus, BR126

Present: David Ayriss, Board Chair
RJ Wallia, Board Vice Chair
Yuri Fulmer, Chancellor
Paul Dangerfield, President
Janet Cox, Elected Non-Faculty Member
Amina El mantari, Appointed Member
Shelley Frost, Appointed Member
Sophia Kara, Elected Student Member
Owen McLachlan, Elected Student Member
Pegah Yaghmaie, Elected Faculty Member

Resource: Tally Bains, VP Finance and Administration
Kartik Bharadwa, VP People, Culture & Diversity
Tracy Penny Light, Interim VP Academic & Provost
Toran Savjord, VP Strategic Planning, Assessment & Institutional Effectiveness
Aurelea Mahood, Vice-Provost and AVP Academic
Ryan Blades, AVP Facilities and Campus Planning
Claire Carolan, Director, Academic Planning & Quality Assurance
Jacquetta Goy, Director, Risk Management
Deb Jamison, Senate Committee Vice Chair
Angela Ruggles, EA to VP Finance and Administration
Marianne Johnstone, EA Board Secretariat (minutes)

Regrets: Rodger So, Board Vice Chair
Troy Abromaitis, Appointed Member
Katrina Paddon, Appointed Member
Sam Tecle, Elected Faculty Member

Guests Christopher Girodat, Executive Director, Capilano Students Union
Angad Brar, President, Capilano Students Union

The meeting started at 4:46 pm.

David Ayriss, Chair of the Board of Governors, opened the meeting by noting that Capilano University is named after Chief Joe Capilano, an important leader of the Skwxwú7mesh (Squamish) Nation of the Coast Salish Peoples. On behalf of the Board, he respectfully acknowledged that our campuses are located on the territories of the Líl'wat, xʷməθkʷəy̓əm (Musqueam), shíshálh (Sechelt), Skwxwú7mesh (Squamish) and Səlilwətaʔ/Selilwitulh (Tseil-Waututh) Nations.

1. Approval of Agenda

It was moved by RJ Wallia, seconded by Owen McLachlan, and resolved:

THAT the agenda be approved as presented in this meeting.

2. Consent Agenda

It was moved by Sophia Kara, seconded by Amina El mantari and resolved (Shelley Frost abstained because she was not present at the meeting on November 26, 2024):

THAT the Board approves the following items on the Consent Agenda:

- 2.1.** Minutes from Closed Board Meeting November 26, 2024
- 2.2.** Board Committee Reports

- 2.2.1. Audit and Risk Committee
- 2.2.2. Executive and Human Resources Committee
- 2.2.3. Finance Committee
- 2.2.4. Governance and Planning Committee
- 2.3. Correspondence**
 - 2.3.1. Letter of Acknowledgement to CapU for IAPR
 - 2.3.2. Letter from CSU to Board Regarding Tuition Increase
 - 2.3.3. Emails from Students Regarding Tuition Increase

3. Placeholder from the Consent Agenda

There were no items pulled from the Consent Agenda for discussion.

4. Board Chair's Report

David Ayriss, Board Chair honoured Paul Dangerfield, President as this was Paul's last meeting before retiring in April. David welcomed Dr. Laureen Styles, who will be taking on the role of Interim President in April.

5. Senate Report

Deb Jamison, Senate Committee Vice Chair provided an update on 3 senate meetings since the last Board of Governors meeting:

Dec 2024 – Deb highlighted the work being done on senate and board policies on course numbering, credits, discontinuance, and program and course review and approval policies.

Jan 2025 – Deb highlighted the work being done by the Senate Committee on Graduate Studies and reported on a 30% increase in the number of graduates in January 2025 as compared to January 2024.

Feb 2025 – Deb highlighted work on new policies in 2025 and noted that Senate approved four new certificate programs to be offered at the Squamish campus, which will be presented to the Board of Governors for approval at today's meeting.

6. President's Report

Paul Dangerfield provided an update on University activity and achievements since the last Board meeting. Paul joined the meeting from a business trip in Manilla and therefore highlighted the exchange partnership that Capilano University has with the University of Manilla. Paul noted his appreciation of staff, faculty, administration and Elders providing leadership in the current difficult economic and political climate.

7. Ministers' Mandate Letters

- 7.1. Ministry of Post-Secondary Education and Future Skills**
- 7.2. Ministry of Infrastructure**
- 7.3. Joint Ministries re Establishment of the Ministry of Infrastructure**

Paul Dangerfield pointed out that Capilano University has already incorporated the four main mandates listed in the two Ministers' mandate letters into the University administration's planning for

2025-26 in anticipation of receiving mandate letters from those ministers. Paul noted that the University has developed strong relationships with both Minister Kang (Ministry of Post-Secondary Education and Future Skills) and Minister Ma (Ministry of Infrastructure) which will help in fulfilling the government's priorities.

Toran Savjord, VP Strategic Planning, Assessment & Institutional Effectiveness noted that in schedule 2.3.2 of this meeting's agenda package – Letter of Acknowledgement to CapU for IAPR, Minister Kang congratulated Capilano University on the Institutional Accountability Plan and Report in last year's mandate letter.

8. Academics

8.1. Outdoor Filmmaking Certificate

8.2. Communication for Professionals Certificate

8.3. Computing Systems Certificate

8.4. Sustainable Economics Certificate

Dr. Tracy Penny Light, Interim VP Academic and Provost provided background on the expedited review process for approving new programs of study, which enables the University to offer new academic credentials. The expedited approval process enables CapU to deliver new programs of study to students on a one-time basis. Depending on the type of academic credential, the full development, approval and implementation process can take upwards of two years to complete.

Aurelea Mahood, Vice-Provost and AVP Academic explained the process for determining the prospective academic programming by fields of study for delivery at CapU Squamish, including enrolment projections, local need and expertise, and opportunities for destination programming. Claire Carolin, Director, Academic Planning and Quality Assurance, noted that the Indigenous Education Steering Committee (IESC) communicated there is significant interest in and the potential for all four programs of study should they move to the full approval process.

It was moved by RJ Wallia, seconded by Pegah Yaghmaie and resolved:

8.1 Outdoor Filmmaking Certificate

THAT the Board of Governors approve the Outdoor Filmmaking Certificate as presented.

8.2 Communication for Professionals Certificate

THAT the Board of Governors approve the Communication for Professionals Certificate as presented.

8.3 Computing Systems Certificate

THAT the Board of Governors approve the Computing Systems Certificate as presented.

8.4 Sustainable Economics Certificate

THAT the Board of Governors approve the Sustainable Economics Certificate as presented.

9. CSU Presentation – Proposed International Student Tuition Increase

Chris Girodat, Executive Director of Capilano Students' Union (CSU) and Angad Brar, President referred to the correspondence to the Board - Schedules 2.3.2 and 2.3.3 of today's meeting agenda package. Chris and Angad explained that the CSU urges the Board to limit the increase in tuition for returning international students to 2%. Chris and Angad provided some examples of reasons that the higher tuition increase is difficult for returning international students:

- International students are facing challenges in that they have limited ability to work and earn the money they need and students report that they run out of food on a regular basis.
- Many international students made a multi-year financial plan for their education in Canada and expected a 2% yearly increase, and they had not planned to account for the 5% jump.

Chris and Angad requested that if the University goes ahead with the 5% increase, that a policy is created to expand financial aid to assist international students.

10. Finance Committee

10.1. Fiscal Year 2025-26 Budget

Toran Savjord provided an overview of the integrated planning process noting a shift in the timelines this year to an earlier start in March instead of September which conflicted with start of the busy fall term for the academic areas. Toran highlighted the resource allocation priorities established for the planning cycle which includes Squamish campus full launch, Student housing and transition to 24-hour campuses, Graduate studies, and continuing of our foundational plans such as the people plan, DTS plan, Chénchenstway, and our SEM program. Toran also explained the challenges presented by Immigration, Refugees and Citizenship Canada (IRCC) changes to international education policy.

Tally Bains, VP Finance and Administration provided an overview of the budget development process noting that the earlier start enabled the Finance team to complete analysis on the impacts of the IRCC changes. Tally explained that the University's budget changed by \$9.5M from this year's \$3.1M surplus budget to the 25-26 \$6.4M deficit budget, largely due to a decline in international tuition revenue plus \$10 million increase in budget related to the committed priorities. Tally provided an overview of the \$166.2 million capital budget which includes \$109.6 million of university funds and \$56.5 million external funding.

Tally acknowledged the presentation made by Chris Girodat and Angad Brar and the challenges international students face. She provided an overview of the tuition analysis completed by Finance on the international tuition rate increase between 2% and a 5% increase which contributed to an overall increase in revenue for the university of \$1.9 million. The impact of the increase in tuition for an international student that takes 18 credits is estimated at \$355 annually, which is the required number of credits an international student must take. The annual impact was estimated at \$591 if an international student took 30 credits annually.

Shelley Frost thanked the CSU team for collecting and delivering the views of students. Shelley explained that given that the University needs to balance cuts to programming and tuition increases in this entirely new arena of skyrocketing costs, she supports tuition increases of 2% domestic and 5% international.

A discussion arose around why the University only considered a 5% instead of 10% as many other institutions have. Tally explained that the University considered the impact on students and therefore proposed a smaller increase than is being proposed at other institutions.

Sophia Kara expressed that in considering the proposed tuition increase she is grappling with how to balance the needs of students with the needs of the university.

It was moved by Shelley Frost, seconded by Pegah Yaghmaie and approved (Sophia abstained):

THAT the Board of Governors approve the 2025/26 operating and capital budget.

THAT the Board of Governors approve a 2 percent increase in tuition and mandatory fees for domestic students and a 5 percent increase in tuition and mandatory fees for international students for the 2025/26 academic year. The 2% and 5% increase will not be applied to the 2D, 3D and VFX programs. The 2025/26 year is the last year that this exemption applies to.

9 Meeting Close

The meeting ended at 6:36 pm