



VANCOUVER ISLAND  
UNIVERSITY

**Vancouver Island University  
Board of Governors**

**Synopsis of Meeting Held November 22, 2012  
at the Parksville/Qualicum Centre**

(full details of the agenda can be found at [https://isweb.viu.ca/comm\\_public](https://isweb.viu.ca/comm_public). (click on “+” symbol))

At its meeting held on November 22, 2012 the Board of Governors:

### **Toured the Parksville/Qualicum Centre**

Prior to the meeting the Board received presentations (Adult Basic Education, the Tutoring Program, Continuing Education, and ElderCollege) and hosted a luncheon with faculty, staff and community representatives. A tour of the Centre took place following lunch. The Board expressed appreciation for the presentations.

### **Board Vacancy**

Appointed Board member, and past Vice-Chair, Barb Carle-Thiesson resigned from the Board effective November 1, 2012. The Board thanked Barb for her contributions during her five years on the Board.

### **Election of Vice-Chair**

The Board conducted an election for the position of Vice-Chair of the Board effective November 22, 2012. Ann Scott was elected Vice-Chair by acclamation.

### **Approved: Policies and Procedures**

The Board gave second reading and approved the following policies and procedures:

- [Policy 11.30 – Governance](#)
- [Policy 33.01 – Waiver of Tuition for University Employees in Courses](#)
- [Procedure 33.01.001 – Waiver of Tuition for University Employees in Courses](#)

### **Proposed: Tuition Fees**

The Board gave first reading and notice of motion for revisions to Tuition Fee Schedule #008. The revisions propose an increase to domestic student tuition effective April 1, 2013 (consistent with the Ministry Tuition Policy), and an increase to international student tuition effective September 1, 2013. For input, please forward comments to [board@viu.ca](mailto:board@viu.ca) before January 30, 2012.

### **Proposed: Policies and Procedures**

The Board gave first reading and notice of motion for the following policies and procedures:

- [Policy \(new\) – Bulletin Boards and Posters](#)
- [Procedure \(new\) – Bulletin Boards and Posters](#)
- [Policy 11.26 – Board Membership](#)
- [Procedure 11.26.001 – Rules for Election to the Board – Students](#)
- [Procedure 11.26.002 – Rules for Election to the Board – Faculty and Staff](#)
- [Policy 31.11 – Research Centres and Institutes](#)
- [Procedure 31.11.001 – Outreach Centres](#)
- [Procedure 31.11.002 – Research Groups](#)
- [Procedure 31.11.003 – Research Centres](#)
- [Procedure 31.11.004 – Research Institutes](#)

For input, please forward comments to [board@viu.ca](mailto:board@viu.ca) before January 30, 2012.

## Proposed: Bylaws

The Board gave first reading and notice of motion to the following bylaw:

- Bylaw #13 – The Chair of the Board and the Vice-Chair

## Received Information Reports From

- Policy Development & Review Committee
- Finance Committee
- President & Vice-Chancellor

## Received For Information

- VIUFA Assisted Leave Report: Melanie O'Neill
- Letter from the Canadian Education Association
- Letter from Order of British Columbia Advisory Council
- CUPE Training and Development Annual Report
- Senate Highlights – October 4, 2012
- Senate Year-End Report 2011/2012

## Next Board Meeting

February 27/28, 2012 – Nanaimo Campus

## Approved Minutes

All approved Board minutes are available at [https://isweb.viu.ca/comm\\_public](https://isweb.viu.ca/comm_public).

## 2010-2012 Board Activity Report

The 2010-2012 Board Activity Report is now available and highlights the activities, initiatives and work of the VIU Board of Governors during the past two years. It can be viewed online at <http://www.viu.ca/board/summary.asp>.

## Board Members

Mike Brown, Chair

Kristine Chyplyk

Ann Scott, Vice-Chair

Bill Cripps

Shawn Atleo, Chancellor

Jerry Doman

Ralph Nilson, President & Vice-Chancellor

Stewart Hawthorn

Patrick Barbosa

John Phillips, Past Chair

Chris Bergen

Steven Purse

Chris Burnley

Bill Yoachim

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## Policy on Presentations to the Board by Employees, Students and Members of the Community (Policy 11.20)

*The Board encourages persons or groups to address it on issues related to the University. A period of time will be set aside at each Regular Meeting of the Board and any person or group may speak to an issue. In addition, at the request of a person or group or on the decision of the Chairperson, presentation may be made at an in-camera meeting of the Board. Written briefs should be in the hands of the University Secretary/Senior Policy Advisor at least 10 working days in order to be included in the agenda of that meeting. Fifteen minutes will be allotted for scheduled presentations, and five minutes will be allotted for unscheduled presentations. Policy 11.20 can be viewed at [https://isweb.viu.ca/policy\\_procedure/docshow.asp?doc\\_id=21017](https://isweb.viu.ca/policy_procedure/docshow.asp?doc_id=21017).*