



## BOARD OF GOVERNORS

### ABE / ESL – SPECIAL MEETING MINUTES

**MEETING:** Monday, January 12, 2015  
**TIME:** 4:00 pm  
**LOCATION:** Paul Building, Room 216, Lansdowne Campus

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#### **BOARD MEMBERS:**

Marilyn Pattison, Chair  
Steve Chang  
Andy Chen  
Cindy Choi  
Nigel Giuliany  
Bill Gyles  
Russ Lazaruk  
Peter Lockie, Interim President  
Chris Marks  
Ron Rice  
Laylee Rohani  
Nancy Sly  
Keith Todd  
Cynthia Wrate

#### **ADMINISTRATION:**

John Boraas, VP Education  
Tom Roemer, VP Strategic Development  
Barbara Severyn, Executive Director, Human Resources  
Joan Yates, VP Communications, Advancement & Planning

**REGRETS:** Deborah Huelscher, Interim CFO

**BOARD ASSISTANT:** Heather Martin

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#### **I CALL TO ORDER**

Board Chair Marilyn Pattison called the meeting to order at 4:03 pm.

#### **II APPROVAL OF THE AGENDA**

The agenda was approved as presented.

#### **III NEW BUSINESS**

##### **1. Adult Basic Education (ABE) and English as a Second Language (ESL)**

Peter Lockie, Interim President, and John Boraas, Vice President Education, developed a strategy for ABE and ESL programming in response to Government changes. The Ministry announced changes to the operating grant, tuition policy, and student financial aid that will impact ESL for domestic students and adult upgrading. There has been no confirmation of the detail yet, but enough is known to make a recommendation on the strategic direction for the board. If anything changes once more is known, it will go back to the board for review. The administration is recommending the board make a strategic values-based decision to continue to offer domestic ESL and ABE at current activity levels and to direct administration to make an operational plan to achieve this while balancing student access and financial sustainability.

The presentation today will include a review of the October 6, 2014 Strategic Issues session on ESL, the Ministry announcement, an overview of adult upgrading at Camosun, funding implications that are known for 2015/2016, and the proposed operating plan.

#### **Strategic Issues Session on ESL - October 6, 2014**

The Strategic Issues sessions are intended to provide the board with a full perspective from all areas on a topic in advance of decision making. Domestic ESL was covered at the October 6, 2014 session. The board heard from the external community, domestic and international students, faculty, support staff, and administration. There were over 100 in attendance. There was a clear consensus that ESL for domestic students is highly valued in the community. About half the students in upper level ESL go on to other programs at the college, and many take other academic courses simultaneously. Camosun offers programs in a complementary rather than competitive manner with outside agencies. Blending domestic and international students is pedagogically beneficial and gives the college a competitive advantage.

#### **Ministry Announcement**

In December the Ministry announced that as of January, 2015, post-secondary institutions will be able to charge tuition for ABE and ESL. They established a cap of \$1600 per semester for a full time program, which can be pro-rated for part-time studies. The Province's goal is to keep the programs sustainable and accessible to students. The adult upgrading grant (formerly ABESAP) has been changed to a non-repayable grant. The total amount will be increased by a third from \$300K to about \$400K. It is meant to cover tuition, textbooks, supplies, transportation and child care for eligible low income students. Not all the details are known. John Boraas is working on a model for the amount per student, as it will not be as much as \$1600 per semester.

#### **Funding Implications 2015/2016**

The Ministry announced previously that the college operating grant would be reduced in 2014/2015 by \$2.4M for domestic ESL, and that there would be a one-time transition fund of \$2.4M. There is a potential grant reduction of \$700K in lieu of tuition for ABE. The operating grant could be affected at the level of \$3.1M for 2015/2016. The actual operating grant may not be confirmed until late March. The administration is building the budget based on the worst case scenario.

#### **The Operating Plan**

Administration has established working groups to develop the operating plan. It is very complex on different levels. There are many unknowns in the areas of funding, financial aid, and the tuition cap. Clear and timely communication is needed for the students regarding tuition and programs. The college previously announced that ESL for domestic students will continue to be free until May 2015. The proposal is to not charge for ESL and for ABE until September in order to provide time for planning. The announcement will go out at the end of April. The one-time funding may be used to help offset tuition until September.

John Boraas will explore the student financial aid options. He will seek help from the Foundation for targeted support, and eventually may seek support from other external agencies. John will work with the current students to find out who will need the new grant and how much will be needed. As programming was free in the past, there is no information available on the specific needs. The data will be used to help set the tuition on the sliding scale. The tuition level will reflect a balance between student accessibility and sustainability. It may be at the cap, but then offset by grants and bursaries. Tuition is still free in the school system.

The proposed plan fits into the overall college budget, and does not come at the expense of other areas. The increase in international student enrolment will help to offset the costs. The 2015/2016 year will be a transition year, and administration will report back to board on the enrolment numbers, financial aid and performance on a quarterly basis (September, January, April and June).

**Adult Basic Education (ABE)**

John Boraas, Vice President Education, provided an overview of Adult Basic Education (ABE) at Camosun. ABE is the pathway for students who don't have the prerequisites for post-secondary, or who need it to succeed in their jobs. About 80% of ABE graduates move on to post-secondary education. Camosun offers a full range of ABE programming, from basic to college preparation and beyond. A small amount of basic literacy programming is offered, but the majority is at the advanced and provincial level. Camosun has a long history of commitment to the aboriginal community. The college offers programming at three aboriginal sites and social agencies in the local community. Most ABE students are employed elsewhere concurrently with their studies so do not attend full-time.

Total enrolment in ABE is about 650-700 FTE, and about 400 FTE in domestic ESL. About 40% of ABE students are Aboriginal. As most ABE students are part-time, the FTE number is equivalent to about two thousand actual students.

**MOTION:**

**THAT THE CAMOSUN COLLEGE BOARD OF GOVERNORS AFFIRMS ITS SUPPORT FOR THE COLLEGE CONTINUING TO OFFER ADULT UPGRADING AND ENGLISH AS A SECOND LANGUAGE FOR DOMESTIC STUDENTS AT CURRENT ACTIVITY LEVELS AND DIRECTS ADMINISTRATION TO DEVELOP AN OPERATIONAL PLAN THAT ACHIEVES THIS, TO THE GREATEST EXTENT POSSIBLE, WHILE BALANCING STUDENT ACCESS AND PROGRAM SUSTAINABILITY.**

**FURTHERMORE, ADMINISTRATION IS DIRECTED TO IMPLEMENT ITS NEW OPERATIONAL MODEL IN 2015/16 AND REPORT BACK TO THE BOARD OF GOVERNORS ON ITS RESULTS THROUGH THE EXISTING QUARTERLY REVIEW PROCESS.**

**CARRIED**

**IV ADJOURNMENT**

The meeting was adjourned at 4:51 pm.

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**Russ Lazaruk, Acting Chair**

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**Date**

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**Heather Martin, Recorder**